The Council of the City of Cockburn

Ordinary Council Meeting
Agenda

Tuesday, 9 December 2025

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 December 2025.

The meeting is to be conducted at 7:00 PM in the City of Cockburn Council Chambers, Administration Building, Coleville Crescent, Spearwood.

Daniel Simms
Chief Executive Officer

Ordinary Council Meeting, Tuesday, 9 December 2025

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Ordinary Council Meeting, 7:00pm, Tuesday 9 December 2025

Agenda

1. Declaration of Meeting

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

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)

Item	Name	Type/Nature of Interest
14.4.2 Grants, Donations and Sponsorship Recommended Funding Allocations Round One 2025-26 Financial Year	Deputy Mayor Phoebe Corke	**Impartiality Interest** I am a Member of the City of Cockburn RSL Sub-Branch, work closely with Community Collective Hamilton Hill and have worked with and supported The Hub 6163 since its inception.
15.1.3 Policy Review - Amendments to LPP 4.2 - Cockburn Central North (Muriel Court) Structure Plan Design Guidelines & LPP 4.7 - Phoenix Activity Centre Design Guidelines	Cr Hilda Srhoy	**Financial Interest** Through a closely associated person who owns property within the area covered by the Phoenix Activity Centre.

5. Apologies and Leaves of Absence

Apology
Mayor Howlett

6. Response to Previous Public Questions Taken on Notice

The following questions were talken on notice at the 11 November 2025 Ordinary council meeting. Responses were provided to Mr Separovich on 3 December 20255:

Michael Separovich, Spearwood
Subject: Sister Cities Policy

Q1. The Sister Cities Policy that was renewed in April 2024: Elected Members may accept an invitation to visit any existing Sister City or Friendship City in the interests of maintaining an ongoing relationship. Visitation of this nature is not considered a delegation and is not funded through the Sister Cities Budget. My question is about the Mayor's trips to Split, Croatia in 2023, 2019 and 2015. For all of those trips I cannot find any record of it being an official Sister City delegation. There is no Council decision as such, my question is, is that correct?

A1. In May 2023, Mayor Howlett travelled on a Visitation to Split at the request of the Mayor of City of Split. Council approval is not required for the Mayor to do this because the Mayor exercised his right in the Elected Members Attendance at Events Policy and Approval to Participate in Representative Delegations – Policy DSID 4132645.

In September 2023, a change was made to the Sister City Relationships and Engagement Policy to insert section 8. This provides a clear separation between a visitation and a delegation and cleared any cross-policy confusion. In November 2019, The Mayor travelled to Split at the request of the Mayor of City of Split. Council approval is not required for the Mayor to do this because the Mayor exercised his right in the Attendance at Conferences, Seminars, Events and Training Policy. (S.3) DSID 4132631 and Approval to Participate in Representative Delegations – Policy DSID 4132645.

In 2015, the Mayor travelled to Split at the request of the Mayor of City of Split. The record keeping for policy approvals for this activity is beyond the required limitation (10 years) and may not exist. However, this activity is in alignment with provisions outlined in Policy Approval to Participate in Representative Delegations (2014) DSID 4132645.

The 2023 and 2019 trips were not formal Sister City delegations. The Mayorvisited Split in response to invitations from the Mayor of Split, and this travel was approved in accordance with the relevant Policy at the time of the trip.

The 2015 trip was a formal Sister City delegation, comprising of the Mayor, Deputy Mayor, three other Councillors and City staff. The City has searched its records but cannot locate records relating to the approvals process for this

delegation. The City is not required to have these records any more, given the amount of time that has passed.

Q2. If those were not officially sanctioned Council decisions to be a Sister City delegation by the Mayor, why are they listed on the Elected Members' Travel Registry as Sister City trips and not just regular international trips?

A2. The intent of the Sister City Register, as per the original Council decision, is that only delegations to Sister Cities be included, which would exclude any privately funded visitations organised outside of the Sister Cities Policy. If visitations are included in the Register, then this can be a voluntary disclosure highlighting the nature of the travel to a Sister City destination. The register appropriately records the nature of the trip.

Q3. Why, in the 8 June 2023 Council Meeting, were Elected Members required to make a budget amendment to top up the Sister City Budget, due to the Mayor's travel to Split, if he was not travelling to Split under a Sister City delegation, and if the travel was meant to come out of his own travel budget?

A3. The travel was approved; however the expense was unplanned and unbudgeted and required Council resolution to reallocate funds.

Q4. Can I at least get clarification that on 8 June 2023 a budget amendment was made to top up the Sister City Budget, to make up for a shortfall?

A4. The Chief Executive Officer advised the City's minutes are public. If it shows that in the minutes, then that would be the decision (response provided at at Meeting).

Q5. Can the public receive a breakdown of those three Sister City or not Sister City trips that the Mayor made in 2023, 2019 and 2015, and can we establish by what authority those budget allocations were made? Whether they were made out of the Elected Members' Travel Budget or out of the Sister City Budget, and if they were made out of the Sister City Budget, whether they were done under delegated authority, decision of Council, or with no authority whatsoever?

A5. See response to Question 1. As the Mayor exercised his right to attend in accordance with the relevant Council Policy at the time at the time, specific Council approval was not required.
According to the City's records, the travel was funded from the following budgets:

- 2015: Sister Cities Budget
- 2019: Elected Members Travel Budget
- 2023: Sister Cities Budget.

The costs to the City for the Mayor to travel to Split, according to the records that the City has been able to access, are as per the below:

- 2015: $8,653.37
- 2019: $8,362.3
- 2023: $13,953.4.

7. Written Requests for Leave of Absence

Nil

8. Public Question Time

9. Confirmation of Minutes

9.1 Minutes of the Ordinary Council Meeting - 11/11/2025

Recommendation
That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday, 11 November 2025 as a true and accurate record.

9.2 Minutes of the Special Council Meeting - 27/11/2025

Recommendation
That Council confirms the Minutes of the Special Council Meeting held on Thursday, 27 November 2025 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 Sustainable Development and Safety

14.1.1 Recommendation in Final Adoption - (Standard) Amendment No.179 to Town Planning Scheme No.3 - Additional Use No.1 (Urban Stone/ South Connect) Jandakot

Executive	Director Sustainable Development and Safety
Author	Service Lead Strategic Planning
Attachments	1 Advertised Scheme Amendment No.179 2 Recommended Changes (tracked) 3 Schedule of Submissions Attachments under separate cover

RECOMMENDATION
That Council:

(1) ADOPTS the Schedule of Submission prepared in response to Scheme Amendment No.179 as set out in Attachment 3;

(2) SUPPORTS final approval of Scheme Amendment No.179, as adjusted in the following manner (changes in bold):

1. Modifying Additional Use 1 to:
   A. Update the description of land (column 2) to Lots 807, 808, 809, 810 and 811 Jandakot Road, Jandakot.
   B. Insert (D) after all Additional Uses (column 3).
   C. Include the following Additional Uses (column 3):
      - ~~**Fast Food Outlet (D)**~~
      - Hardware Store (D)
      - Health Studio (D)
      - Industry – Light (D)
      - Industry – Service (D)
      - Lunch Bar (D)
      - Motor Vehicle, Boat and Caravan Sales (D)
      - Place of Worship (D)
      - Recreation-Private (D)
      - Trade Display (D)
      - Veterinary Services *(D)*
   D. Modifying the conditions (column 4) of AU1 as follows:
      i. Delete conditions 1(f) and 6.
      ii. Modify condition 2 to replace reference to Lot 702 with Lot 808.
      iii. Modify condition 3 to state:
      "Any new development proposed must be connected to reticulated sewer."
      iv. Inclusion of a new condition (1) stating:
      "All development shall comply with the following objective: To accommodate light industrial and a limited range of commercial activities which require good vehicular access and/or large sites;

which do not negatively impact existing or planned Activity Centres; and which are compatible with the Jandakot Groundwater mound and environmental values of the area."

v. **Inclusion of a new condition (9) stating: "Development applications for 'Activity Centre' land uses (as defined by State Planning Policy 4.2 'Activity Centres') that propose floorspace greater than 500m2 NLA will require a Net Benefit Test."**

vi. Renumber the conditions.

vii. Correct spelling/typological errors.

E. Modify all references to 'Storage' with 'Storage yard'.

(3) DELEGATES 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

(4) ADVISES those who made a submission of Council's decision accordingly.

Background

The subject site is approximately 53 hectares comprising Lots 704 – 706 Jandakot Road, bound by Jandakot Road to the southwest, Berrigan Drive / Pilatus Street to the northwest, Jandakot Airport to the northeast, and existing rural-residential ('Resource' zoned) lots to the southeast.

The subject site has been historically used for sand extraction and has accommodated a manufacturing, showroom and storage facility for paving stone manufacturer 'Urban Stone' since the mid 1990's.

It has formed the subject of numerous Scheme Amendments that created the Additional Use Site (AU1), then adjusted its extent and range of permissible uses. A local development plan (LDP) was first adopted for the site on 8 March 2023.

Over the past five years the site has been substantially reworked in preparation for future commercial and warehousing development. This has included clearing, earth working and servicing the developable portions of the site consistent with an approved subdivision approval.

Approximately 13ha of the northern portion of the subject area is in the process of being transferred to the State Government as portion of 'Bush Forever' site #388.

Current zoning

The subject site is currently zoned 'Rural Water Protection' under the Metropolitan Region Scheme (MRS), due to its location within the Jandakot Groundwater Protection area.

It is zoned 'Resource' and AU1 under TPS3 which currently allows the following additional uses to be considered:

- Masonry Production
- Nursery
- Warehouse*
- Showroom*
- Storage*.

*only where the display, selling, hiring or storage of goods, equipment, plant or materials and the incidental site activities do not pose risk of pollution to the below ground public drinking water source.

This means while the land is subject to *State Planning Policy 2.3 'Jandakot Groundwater Protection'* (SPP 2.3), and the underlying land use guidance of *Water Quality Protection Note #25* (WQPN 25), TPS3 provides for a range of commercial land uses that otherwise would not be permissible in the 'Resource' zone.

SPP 2.3 still applies to development and subdivision of land, whereby there is an expectation of specific management practices to ensure there is no increased risk of pollution to the groundwater resource.

The intent is that each development application within the AU1 area is assessed, on its merits in accordance with the Scheme provisions, SPP 2.3 and other relevant requirements.

City of Cockburn Local Planning Strategy (2024)

The subject site is identified in the City's *Local Planning Strategy* as 'Planning Area C: Jandakot Industrial Investigation Area'.

This includes the Planning Direction and Action to investigate the appropriateness of providing a range of specifically tailored commercial and industrial uses on lots of a minimum of 2ha that do not have a negative impact on the groundwater mound, environmental values, and surrounding character and amenity, or that impact on the activity centre hierarchy.

This reflects the site's identification as 'Industrial Investigation' in the *Perth and Peel @3.5 Million South Metropolitan Peel Sub-regional Framework* (SRF). The SRF identified the following key considerations:

- Potential impacts, risks, and management of the Jandakot groundwater resources, located within a Priority 2 Source Protection Area
- Integration of the land into the Jandakot Airport Specialised Centre
- Identification of suitable land uses (e.g., light industrial) and zoning compatible with the P3 Drinking Water Source Area and proximity to Jandakot Airport.

Notwithstanding the statement in the SRF that the land is to be 'integrated with the Jandakot Specialised Activity Centre', the Local Planning Strategy defines the spatial boundary of all centres based on the LCACS, which does not include the subject land within the Jandakot Specialised Activity Centre.

Scheme Amendment No.179

At its Ordinary Council Meeting on 11 March 2025 (Item 14.1.3) Council initiated Scheme Amendment No.179 for advertising. The proposal initially sought to add the following land uses to AU1:

- Fast Food Outlet (D)
  (with 'fast food outlet' land uses to have a maximum aggregate Gross Floor Area of 1,200m²)
- Hardware Store (D)
- Health Studio (D)
- Industry – Light (D)
- Industry – Service (D)
- Lunch Bar (D)
- Motor Vehicle, Boat and Caravan Sales (D)
- Place of Worship (D)
- Recreation-Private (D)
- Trade Display (D)
- Veterinary Services (D)

(NB. D – means an approvable use, at the decision maker's discretion)

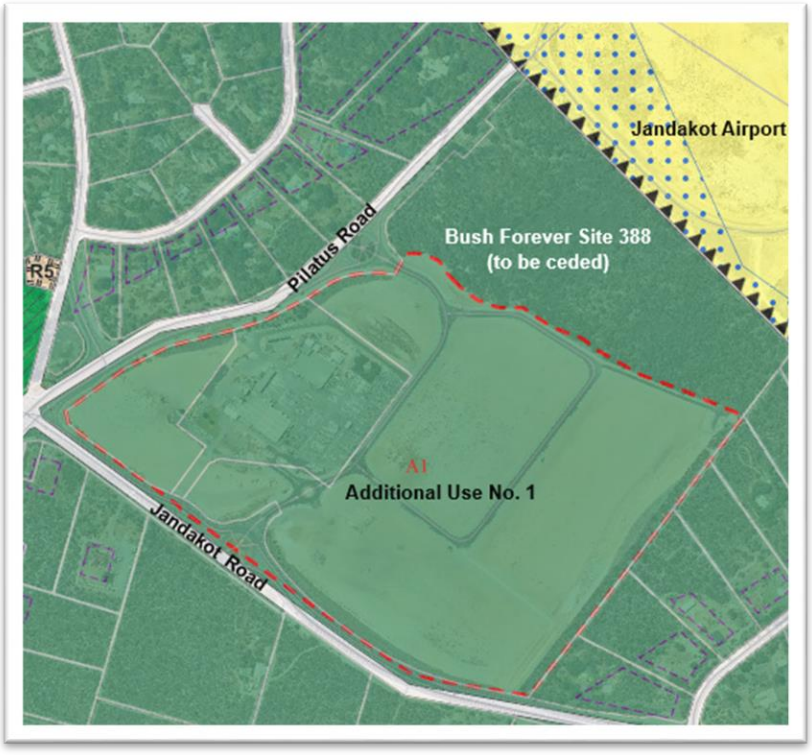


Figure 1: Location Plan – Additional Use No.1

On 16 April 2025, the Environmental Protection Agency (EPA) determined formal environmental assessment was not required.

On 20 June 2025, the Department of Planning, Lands and Heritage (DPLH) under delegation from the Minister for Planning, advised the following modification was required in accordance with section 83A(2)(b) of the Planning and Development Act 2005, prior to advertising:

a) Delete item 'D(v)' relating to fast food outlet GFA.

Submission

The Scheme Amendment request was originally lodged by Taylor Burrell Barnett Planning Consultants on behalf of Schaffer Corporation (the landowner).

Report

A copy of the advertised scheme amendment is included (refer Attachment 1).

The purpose of this report is to consider the submissions made during the advertising period and make a recommendation to the Minister for Planning on final determination.

Minister Required Modifications

Removal of the proposed floorspace cap for 'fast food outlet' land uses was required by DPLH on the basis that it did not consider it to 'serve a planning purpose'. This view is not supported by the City for the reasons discussed in the following sections.

Activity Centre network

Fast food outlet land use

When initiating Scheme Amendment No.179 Council resolved to include a floorspace cap of 1,200m^2 Gross Floor Area (GFA) for 'fast food outlet' given it is an 'Activity Centre A' use that can negatively impact Activity Centres.

It is the City's view the proposed requirement serves a planning purpose as it seeks to implement the objectives and intent of *State Planning Policy 4.2 – Activity Centres for Perth and Peel* (SPP 4.2). SPP 4.2 seeks to provide for sustainable development that benefits the community through efficient and equitable access to goods, services and employment.

SPP 4.2 sets out two types of Activity Centres uses: A and B. 'Activity Centre A' uses are critical to activity centres and include 'Shop', 'Fast food outlet / Lunch bar' and 'Restaurant/café'. These uses trigger specific policy requirements when exceeding the major development threshold (dependent on the hierarchy of centre).

SPP 4.2 identifies 'fast food outlet' as a 'desired land use' in Local, Neighbourhood, District, Secondary and Strategic Activity Centres. Allowing for this land use outside these areas, particularly without a floorspace cap, could negatively impact the viability of nearby Activity Centres, including the recently approved Glen Iris Local Centre and the future Neighbourhood Centre identified in the draft Jandakot-Treeby District Structure Plan area.

A Net Benefit Test has not been provided therefore the potential impact on the Activity Centres network is unknown.

Whilst the proponent has agreed to support the inclusion of a floorspace cap of 1,200m^2 GFA as originally proposed by Council, it is the City's view this inclusion should not be relied upon, as it may not be supported by the WAPC and Minister for Planning given its previous removal and a growing trend towards excluding prescriptive controls within local planning schemes.

For that reason, it is recommended 'Fast Food Outlet' be removed from the proposed 'Additional Uses'. This will ensure additional land uses in the precinct do not negatively impact the activity centre hierarchy, aligning with the Local Planning Strategy 'Planning Direction'.

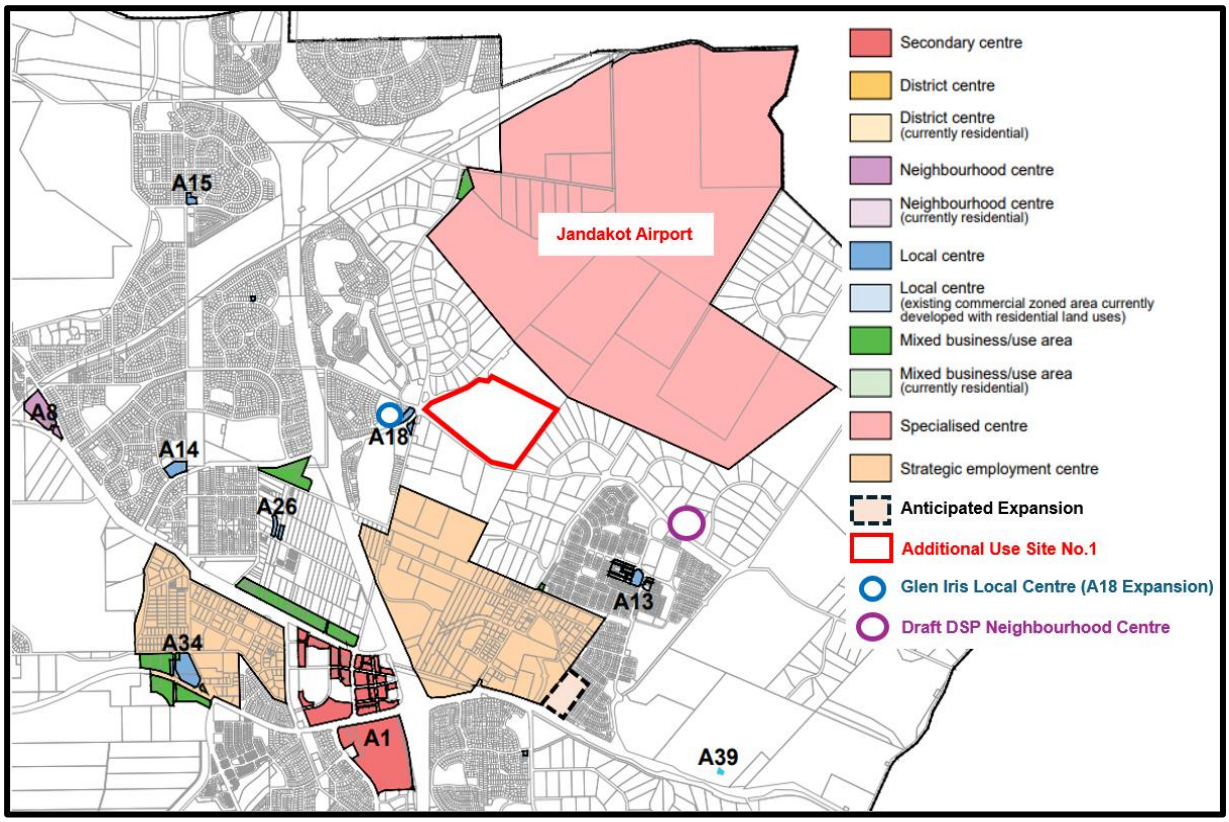


Figure 2: Activity Centres (Extract of Local Planning Strategy 2024)

Impact on Jandakot Specialised Activity Centre

While the subject site may have a functional relationship with the Jandakot Specialised Activity Centre, it is not located within the spatial extent of this centre in the City's Local Commercial and Activity Centre Strategy (LCACS) or Local Planning Strategy.

It has also not undergone strategic planning to establish development parameters such as land use mix or floorspace allocation, and no further investigation has been undertaken to assess its inclusion in the centre.

The Jandakot Specialised Activity Centre is distinct in that, under Section 112 of the *Airports Act 1996* (Commonwealth), Perth and Jandakot Airports are exempt from the Western Australian planning framework, including SPP 4.2. Instead, land use planning is governed by Part 5 of the *Airports Act*, which mandates periodic reviews of Airport Master Plans and Major Development Plans. These plans must consider impacts on the local and regional economy and community, including commercial and retail development in adjacent areas.

Dexus Jandakot Airport Fund has objected to the proposed Amendment on the basis of potential impacts of the expanded range of land uses on the Jandakot Specialised Activity Centre, requesting preparation of a Needs Assessment and Net Benefit Test.

However, it is recognised it would be difficult to undertake a Needs Assessment and measure that impact because of the unique circumstances of the Jandakot Airport, whereby commercial developments do not need to comply with SPP 4.2 or local planning schemes in a statutory sense.

Furthermore, whilst much of the non-aviation commercial land uses within the Jandakot Airport precinct are 'Warehouse' and 'Showroom' uses, Activity Centre A retail land uses such as 'Shops' have the potential to negatively impact Activity Centres without requiring the same assessment under SPP 4.2 to determine that impact.

With the proposed removal of 'Fast Food Outlet', the amendment introduces only two additional 'Activity Centre B' land uses: 'Motor Vehicle, Boat and Caravan Sales' and 'Recreation-Private'. While these uses trigger the policy requirements of SPP 4.2, they do not fall under the Planning Land Use Categories (PLUC) of 'Shop/Retail' (e.g., Service Station or Convenience Store) or 'Office/Business' (e.g., office or medical centre). These categories represent the most desirable types of Activity Centre B uses, as they promote a diverse mix of land uses that better serve community need.

The greatest potential impact on the Jandakot Specialised Activity Centre is likely to be from 'Showroom' land uses which are already permissible. The inclusion of 'Motor Vehicle, Boat and Caravan Sales', and 'Recreation-Private' is considered unlikely to tangibly impact either the Jandakot Specialised Activity Centre or other Activity Centres.

However, given this proposed Amendment has not been accompanied by a Net Benefit Test, it is reasonable and aligned with the intent of SPP 4.2 for future development applications to require a Net Benefit Test for 'Activity Centre' uses.

SPP 4.2 specifies the requirement for a Net Benefit Test for 'out-of-centre' development, defined as any development application that proposes floorspace greater than 500m^2 NLA for Category A activity centre uses located outside the boundary of an Activity Centre (unless exempt).

However, Category B uses are not considered to be 'out-of-centre' development where the existing zoning contemplates (P, D, A) those land uses. Given this will be the case, it is recommended a condition be added to the AU1 site designation in TPS3, that development applications for <u>all</u> Activity Centre land uses that propose floorspace greater than 500m^2 NLA will require a Net Benefit Test.

If this is not specified in the local planning scheme, a Net Benefit Test will not be triggered by SPP 4.2 for Activity Centre B uses, including for 'showroom' uses that have the potential to negatively impact Activity Centres.

The inclusion of 'Industry – light' and 'Industry – service' as 'Additional Uses' is appropriate, consistent with the SRF (industrial investigation designation) and the Local Planning Strategy and will not impact the Activity Centre network.

Any such uses must comply with the conditions of AU1, including storage of hazardous materials; and SPP 2.3 (or *draft State Planning Policy 2.9 'Planning for Water'* when gazetted).

Impact on Jandakot Groundwater Protection Area

The subject site falls within the boundary of the Jandakot Groundwater Protection Area and is therefore subject to SPP 2.3 which seeks to ensure all development and changes to land use are compatible with protection and management of groundwater and public drinking water supply.

The existing AU1 conditions provide for groundwater protection and will apply to the further uses outlined in this proposal.

The Department of Water and Environmental Regulation (DWER) has objected to the proposal on the basis the subject land is within a 'Priority 2' (P2) groundwater area, with many of the proposed land uses being 'incompatible' as set out in WQPN 25.

The surrounding area is subject to the *draft Jandakot-Treeby District Structure Plan*. Consistent with what has occurred south of Jandakot Road, an expected outcome is that as a minimum, the developable area will be rezoned 'Urban' and reclassified to a Priority 3* (P3*) groundwater protection area.

It is likely that this site will ultimately also be rezoned from 'Rural Water Protection' under the MRS, both in the context of the Jandakot-Treeby District Structure Plan and in recognition that 'Rural Water Protection' is not an appropriate zoning given the history of the site and current land uses.

Of note, the SRF identifies the opportunity to determine specific land uses (e.g. light industrial in nature) that are compatible with the P3 Drinking Water Source Area (i.e., anticipating the necessary change in groundwater protection priority).

The majority of the proposed land uses are deemed 'compatible with conditions' within P3* areas, where best environmental management practice is used. 'Motor Vehicle Sales' and 'Light Industry' are compatible with conditions for P3 areas but not for P3* areas (those formerly P2). However, *Water Quality Protection Note #38 'Priority 3* (P3*) areas'* allows such uses to be supported in special circumstances, such as where there is more detailed site-specific information and a proven reduction in the contamination risk.

It is recognised there are a wide range of potential types of uses that may fit within these land use definitions, particularly 'Industry – light'. Modern 'Motor Vehicle Sales' land uses can also vary significantly, with some examples reflecting a 'click and collect' model, functioning more as a warehouse or showroom, with vehicle washing and servicing conducted off-site.

It is therefore considered reasonable for these land uses to be permissible, with any future proposals referred to DWER prior to determination whereby the specific details of the land use and its proposed arrangement, can be considered to determine whether it poses a risk to the groundwater.

Guidance on current best environmental management practice is given in a range of Water Quality Protection Notes that would be relevant to future proposals, including the following:

- WQPN 28: Mechanical servicing and workshops
- WQPN 65: Toxic and hazardous substances
- WQPN 68: Mechanical equipment wash down.

In accordance with SPP 2.3 (and draft SPP 2.9) any development proposals that could affect a drinking water source would be referred to DWER to determine whether the facilities and processes used on-site pose a significant water contamination risk.

Landowner/resident submissions

During consultation three submissions were received from nearby landowners/residents expressing concerns regarding the potential impact of development on adjacent land.

The interfacing ‘Resource’ zoned land to the east, comprises rural residential lots and is identified in the draft Jandakot-Treeby DSP for potential ‘residential’ and ‘rural residential’ development.

The AU1 provisions require all development to have due regard to a LDP adopted by the City, addressing matters such as building design, parking and access requirements, interface with the ‘Resource’ zone, building setbacks and landscaping.

The adopted LDP for the site includes a 100m ‘restricted use’ buffer; 20m landscape buffer and measures to protect the amenity of those properties.

These requirements apply to current and proposed land uses and will ensure an appropriate interface is maintained.

All proposed uses will require development approval, and the interface will be assessed and considered through that process.

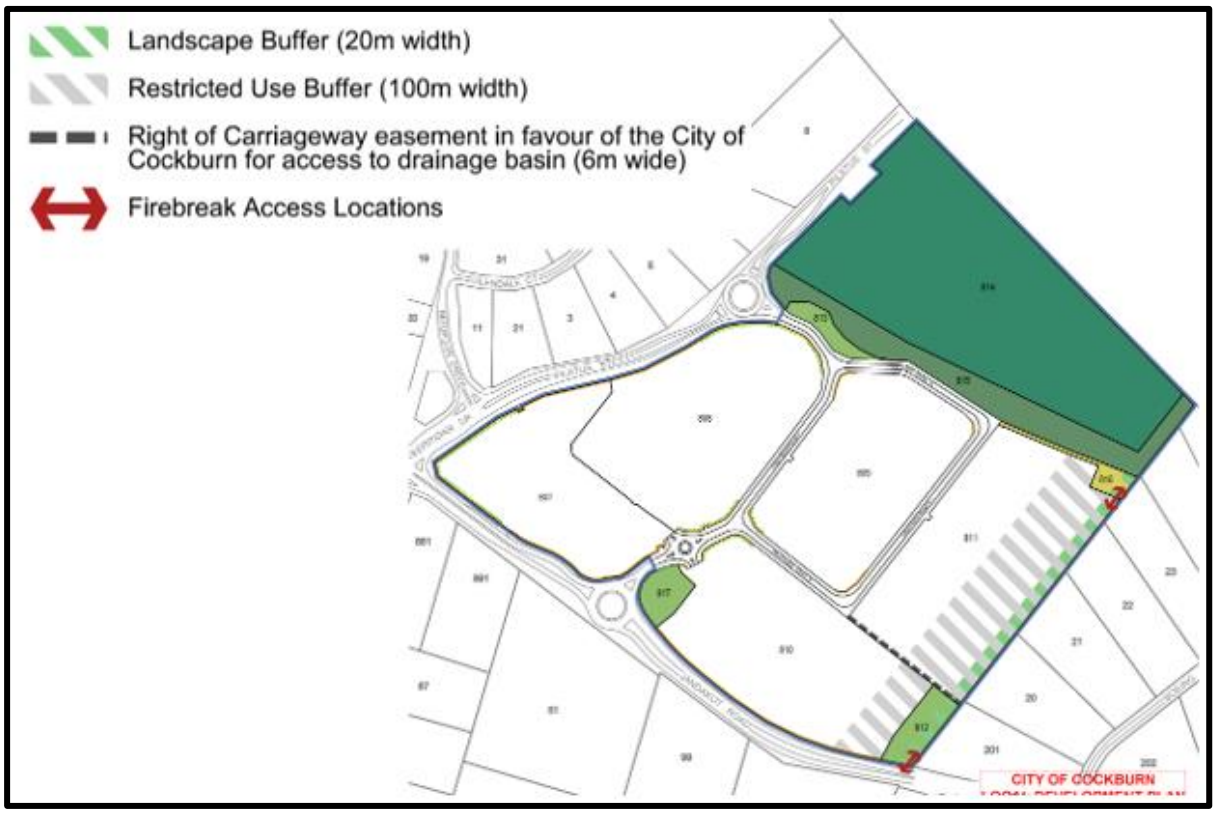


Figure 3: Local Development Plan (Extract)

Local Development Plan

The existing LDP pre-dates an Amendment to the City's TPS3 car parking landscaping provisions for commercial land uses (clause 4.9.2).

Clause 5.4 of the LDP requires 1 shade tree for each 10 bays, applying to the primary setback area only. Clause 4.9.2(f) of TPS3 requires 1 shade tree for every 3 parking bays for all car parking, not just street setback areas.

To ensure the subject area provides car parking landscaping to the standard of TPS3, the City will liaise with the proponent to undertake this minor update to clause 5.4 of the LDP to ensure the provision of trees within car parking areas is consistent with the more contemporary requirements of TPS3.

This requirement is considered important to contribute to tree canopy cover, reduce the urban heat island effect and improve amenity within car parking areas.

Conclusion

It is recommended Council adopt Scheme Amendment No.179 for final approval subject to deletion of 'Fast Food Outlet', and inclusion of an additional condition requiring a Net Benefit Test for all future development applications for Activity Centre Uses as defined in SPP 4.2 that propose floorspace greater than 500m^2 NLA.

A tracked changes version of the recommended modifications to the advertised Amendment is shown in Attachment 2.

Subject to those modifications the proposed Amendment is considered to be consistent with the City's Local Planning Strategy and will provide for a specific range of commercial and light industrial land uses to support the subject land as a service commercial precinct.

The requirement for development approval for all land uses and an update to the LDP will ensure assessment of proposed development (including matters such as traffic, noise, interface with rural residential area etc.) and will allow for the imposition of appropriate conditions as necessary, particularly to ensure protection of the groundwater mound.

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.
• 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 processing the Scheme Amendment was calculated in accordance with the *Planning and Development Regulations 2009* and has been paid by the landowner.

Legal Implications

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

Community Consultation

The amendment was advertised for a period of 42 days in accordance with Part 5, Division 3, Regulation 47 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, between 19 August and 30 September 2025.

A total of nine submissions were received. Three were from adjacent landowners/residents, four from Government Agencies and submissions from both Dexus Jandakot Airport Fund and Jandakot Airport.

A copy of the Schedule of Submissions, including officer responses to the matters raised is included (refer Attachment 3) and discussed within this report where relevant.

Risk Management Implications

The officer recommendation considers the relevant planning matters associated with the proposal. It is considered 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 on final determination within 60 days of the advertising period closing, or a longer timeframe agreed by the WAPC. Due to the complexity of issues raised, and the short deadline to present this matter to the November OCM, the City sought and obtained approval from the WAPC to extend its deadline until 16 December 2025.

The Minister for Planning (on advice from the WAPC), is not obliged to follow the Council's recommendation. The Minister's decision on the Scheme Amendment is final, with no right of appeal available to the City or any third party.

Advice to Proponent(s)/Submitters

Submitters and the proponent have been advised this matter was to be considered at the 9 December 2025 Ordinary Meeting of Councill.

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

Nil.

14.1.2 Recommendation on Final Adoption - (Standard) Amendment No.182 to Town Planning Scheme No.3 - Significant Tree Provisions

Executive	Director Sustainable Development and Safety
Author	Service Lead Strategic Planning
Attachments	1. Draft Scheme Amendment No.182 Report ⇩

RECOMMENDATION
That Council:

(1) ADOPTS Scheme Amendment No.182 for final approval as advertised (i.e. without modification), for the purpose of:
   1. Deleting Clause 4.18 of the Scheme Text.

(2) DELEGATES 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.

Background

Initiated by Council at the 12 November 2024 Ordinary Council Meeting (Item 14.1.1), Scheme Amendment No.182 proposes to delete clause 4.18, which reads as follows:

> *4.18 Planning approval is required prior to the removal, destruction of and/or interference with any tree included on the local government Inventory Significant Tree list.*

Removal is required to enable adoption of a local planning policy (LPP) to introduce broader tree protection measures on private property (Item 8.1.3 of the 18 November 2025 Governance Committee Meeting minutes).

The removal of a tree is ‘works’ that may require Development Approval if a LPP clarifies the circumstances in which approval is required to do so.

Clause 4.18 conflicts with broader tree protection measures within a LPP because if the local planning scheme specifies circumstances where Development Approval is required to remove or prune trees, a LPP cannot then specify other circumstances where trees require Development Approval.

Draft LPP 5.23 ‘Tree Protection’ includes provisions to protect ‘Significant Trees’ to replace the function of clause 4.18 and ensure their ongoing protection.

Submission

Draft LPP 5.23 and this enabling Scheme Amendment were both prepared by the City in response to Council’s resolution at the 9 July 2024 Ordinary Council Meeting (Item 14.1.3), which considered options to improve tree protection measures on private land.

Report

Amendment No.182 and the draft LPP were advertised together to provide a clear overview of the proposed changes to the local planning framework.

A total of 323 submissions were received regarding the draft LPP, with no specific comments on Scheme Amendment No.182. Most submitters (76%) supported the idea of requiring Development Approval to remove or damage certain trees on private land, with 21% opposed.

Should Council resolve to adopt draft LPP 5.23, it is recommended Scheme Amendment No.182 also be adopted to allow for its effective implementation.

Amendment No.182 still needs to be referred to the Western Australian Planning Commission (WAPC) for Ministerial determination, a process that could easily lag behind adoption of the LPP by 6-12 months. Until this process is complete clause 4.18 retains legal effect.

To ensure there is no conflict or inconsistency that could undermine implementation of the new requirements, it is recommended that the LPP not take effect until Amendment No.182 is gazetted and clause 4.18 is removed from TSP3.

The City will seek timely consideration of Amendment No.182 by the WAPC to ensure the LPP can take effect as soon as possible.

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.

Community, Lifestyle and Security
A vibrant healthy, safe, inclusive, and connected community.
• A safe and healthy community that is socially connected.

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.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

Further information regarding resources for implementation of the draft LPP is outlined in Item 8.1.3 of the 18 November 2025 Governance Committee Meeting minutes.

If draft LPP 5.23 is adopted, in addition to notifying submitters there should be broad community education to ensure landowners and stakeholders are aware of the new requirements, as determined by a Community Engagement Plan. This would occur through the Strategic Planning advertising budget.

However, as an alternative, the minimum: writing to submitters and publication of the Policy's effect would technically be sufficient (if no additional resourcing was possible).

Legal Implications

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

Legal advice has confirmed broader tree protection measures through a LPP requires the deletion of current references in TPS3 to the requirement for Development Approval to remove 'Significant Trees'.

Should Council resolve not to adopt LPP 5.26, it should also recommend that the Minister *refuse* Amendment No.182, to allow clause 4.18 to be retained to protect 'Significant Trees'.

Community Consultation

Scheme Amendment No.182 is a 'standard amendment' which pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* require advertising for 42 days.

The City undertook more extensive engagement, recognising the potential level of interest in the proposal, and to raise awareness and encourage input.

The draft LPP and Scheme Amendment No.182 were advertised together between 5 May 2025 and 1 September 2025 as follows:

- Online Survey – via the Comment on Cockburn webpage
- GIS Mapping – assisting the community and stakeholders in identifying if a Regulated Tree falls within the boundary of their privately owned land
- One-to-one Meetings – with the Strategic Planning team on request
- City-wide Promotion – via Cockburn Soundings printed newsletter, including reference to the consultation on the front page
- E-Newsletter – to 10,425 Comment on Cockburn subscribers
- Comment on Cockburn Website – inclusive of community-friendly visuals and scalable infographics
- Social Media Advertising
- Press Advertising – in the local newspaper
- Project Flyers - Displayed at all City libraries and the Seniors Centre.

Risk Management Implications

Should LPP 5.23 ‘Tree Protection’ be adopted and clause 4.18 of TPS3 remain, there may be a conflict of law whereby the State Administrative Tribunal (SAT) or Court may rule in favour of the Scheme.

This would mean Development Approval may not be required to removed ‘regulated trees’ as intended by LPP 5.23, undermining the statutory protection of ‘regulated trees’ being sought.

If Council resolves not to proceed with Draft LPP 5.23 and recommends refusal of this Scheme Amendment, there is a risk that the Minister could still decide to remove clause 4.18 from the scheme, which would effectively remove any formal protection of trees on its existing Significant Tree list.

A new or revised LPP, focusing purely on the Significant Tree List would then be required to reinstate such controls.

Advice to Proponent(s)/Submitters

Those who lodged a submission on the Draft LPP have been advised that this matter is to be considered at the 9 December 2025 Ordinary Council Meeting.

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

Nil



Town Planning Scheme No.3

Amendment No.182
(Standard)

Deletion of Clause 4.18
To allow for broader tree protection through a Local Planning Policy

NOVEMBER 2024

DRAFT

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

City of Cockburn
Town Planning Scheme No.3
Amendment No.182

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. Deleting Clause 4.18 of the Scheme Text.

The Amendment is 'standard' under the provisions of the *Planning and Development (Local Planning Schemes) Regulations* 2015 on the basis that it is an amendment that:

- *does not result in any significant environmental, social, economic or governance impacts on land in the scheme area; and*
- *would not constitute a complex or basic amendment as defined in Part 5 Division 1 Regulation 34.*

Dated this _____ day of _____ 20___

_____
CHIEF EXECUTIVE OFFICER

DRAFT

AMENDMENT REPORT

1.0 INTRODUCTION

The purpose of this amendment is to ensure there is no conflict between the provisions of the City of Cockburn Town Planning Scheme No.3 (TPS3) and a proposed Local Planning Policy to introduce broader tree protection measures.

2.0 BACKGROUND

The City's current framework for protecting Significant Trees originated from the identification of trees with cultural heritage significance when the City's first Local Heritage Survey, the Municipal Heritage Inventory, was prepared in 1998. Trees in this Inventory were not given statutory protection at that time.

Trees were identified for inclusion on the Heritage List, however the local planning scheme provisions and Heritage Act at this time only referred to the protection of buildings and structures meaning trees were not able to be protected under this provision.

Amendment No.86

Amendment No.86 to the Scheme introduced protection for Significant Trees via the requirement for Development Approval prior to their removal or major pruning currently included at Clause 4.18 of the TPS3 (gazetted 14 September 2012). Alongside Amendment No.86, the City's 'Significant Tree' list criteria were adopted in 2012 based on National Trust criteria for significant trees and Office of Heritage criteria for heritage places.

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.

Amendment No.158

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. This was in response to a review of the provisions and legal advice received.

The Minister for Planning did not support the proposed TPO provisions and required the 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.

Amendment No.158 inserted clause 13B into Schedule A – Supplemental provisions, setting out the process for including trees on the 'Significant Tree' list.

DRAFT

Proposed Local Planning Policy – Tree Protection

The City is now proposing to introduce a LPP to protect trees more broadly. Clause 4.18 would conflict with the operation of such a LPP.

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 amendment is considered a 'standard' amendment, in which Regulation 34 describes as any of the following amendments to a local planning scheme:

(a) an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;

(b) an amendment that is consistent with a local planning strategy for the scheme that has been endorsed by the Commission;

(c) an amendment to the scheme so that it is consistent with a region planning scheme that applies to the scheme area, other than an amendment that is a basic amendment;

(ca) an amendment to the scheme to –

(i) include a provision in the scheme that a specified planning code is to be read as part of the scheme; or

(ii) provide for the modification of a planning code that is to be read as part of the scheme;

(d) 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 does not currently include zones of all the types that are outlined in the plan;

(e) an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;

(f) an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area;

(g) any other amendment that is not a complex or basic amendment.

This proposed amendment satisfies parts (f) and (g) of the above criteria.

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4.0 TOWN PLANNING CONTEXT

4.1 State Planning Framework

This amendment does not propose any changes to TPS3 which would contravene or be inconsistent with the State Planning Framework or Metropolitan Region Scheme (MRS).

4.2 City of Cockburn Local Planning and Environmental Framework

The City's draft Local Planning Strategy encourages the continued protection of trees with cultural heritage value via retention of the Significant Tree List.

The proposed Scheme Amendment will facilitate protection of trees more broadly whilst still protecting trees on the 'Significant Tree' list.

The proposal will work favourably in combination with the general amenity, sustainability and environmental objectives of the following City adopted documents:

- *Strategic Community Plan (2020 – 2030)*
- *Climate Change Strategy (2020 – 2030)*
- *Urban Forrest Plan (2018 – 2028)*

5.0 PROPOSAL

It is proposed that clause 4.18 of TPS3 be deleted to allow the implementation of a LPP introducing broader tree protection mechanisms for private land.

This is required because if the local planning scheme specifies circumstances where Development Approval is required to remove or prune trees (such as specified by clause 4.18 for 'Significant Trees'), a LPP cannot then specify other circumstances where trees may be subject to the requirement for Development Approval.

<u>Proposed Local Planning Policy – Tree Protection</u>

The City of Cockburn is seeking to introduce a LPP to protect 'regulated trees' on private property.

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"*

DRAFT

are exempt from requiring development approval. In this respect, a LPP could also specify instances where Development Approval is not required for tree removal.

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.

A LPP is considered the best available mechanism to trigger Development Approval for removal of certain trees on private land, given the Department for Planning Lands and Heritage have advised a Scheme Amendment to introduce the requirement for development approval to remove trees that meet certain criteria would not be supported by the Western Australian Planning Commission and Minister for Planning.

The draft LPP is therefore proposed to include the protection of 'Significant Trees'.

Amendment No.182 to delete clause 4.18 is proposed to be initiated and advertised with the draft LPP.

Amendment No.182 should not be gazetted prior to an LPP for tree protection being given final approval to ensure the City's 'Significant Trees' are still afforded protection within the planning framework.

6.0 CONCLUSION

The proposed amendment will ensure there is no conflict between TPS3 and the proposed LPP for broader tree protection measures, whilst still providing a statutory framework for including and deleting trees from the 'Significant Tree' list.

DRAFT

Planning and Development Act 2005

City of Cockburn
Town Planning Scheme No.3
Amendment No.182

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. Deleting Clause 4.18 of the Scheme Text.

DRAFT

ADOPTION

Adopted by resolution of the Council of the City of Cockburn at the Meeting of the Council held on _____ day of _____ 20___.

_____

MAYOR

_____

CHIEF EXECUTIVE OFFICER

FINAL APPROVAL

Adopted for final approval by resolution of the City of Cockburn at the Meeting of the Council held on the _____ day of _____ 20__, 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

Recommended/Submitted for Final Approval

_____

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

DATE _____

Final Approval Granted

_____

MINISTER FOR PLANNING

DATE _____

DRAFT

14.1.3 Adoption of Local Emergency Management Plan and Local Recovery Plan

Executive	Director Sustainable Development and Safety
Author	Fire and Emergency Management Manager
Attachments	1 Cockburn Local Recovery Plan 2 Cockburn Local Emergency Management Plan 3 2018 Local Emergency Management Arrangements Attachments under separate cover

RECOMMENDATION
That Council:

(1) ENDORSES the Cockburn Local Emergency Management Plan and Local Recovery Plan (as attached) that form part of the City of Cockburn's Local Emergency Management Arrangements;

(2) SUPPORTS the amendment of these documents from time to time based on State or local policy/procedure updates, lessons from emergencies or exercises, or other circumstances that warrant a minor update to the plans to maintain compliance and relevance; and

(3) REPEALS the 2018 Local Emergency Management Arrangements.

Background

Pursuant to Part 3 of the *Emergency Management Act 2005* local government authorities are required to prepare and maintain local emergency management arrangements for their district. Local emergency management arrangements is a series of documents that set out the policies, roles and responsibilities for managing preparedness for, prevention of, response to and recovery from emergencies impacting the local area.

The City of Cockburn previously adopted a singular document named the Local Emergency Management Arrangements 2018 (attached). This was adopted by Council in March 2018 (2018/MINUTE NO 0047).

Since 2018, the City of Cockburn has adopted the Bush Fire Risk Management Plan 2023-2028, and prepared and maintained an operational Opening and Coordination of an Evacuation Centre Guidelines, Local Emergency Management Committee Contact List and Local Emergency Operational Plan (includes contact lists and resource registers).

Submission

N/A

Report

The Local Emergency Management Plan and Local Recovery Plan (attached to this report) form part of the City's requirements under the Emergency Management Act 2005.

The Local Emergency Management Plan outlines the strategic intent and framework that guides local emergency management, including the establishment of the Cockburn Local Emergency Management Committee, agency roles and responsibilities, and establishing key plans and procedures for the Cockburn Local Emergency Management Arrangements.

The Local Recovery Plan describes the arrangements for effectively managing recovery at a local level. In accordance with section 3 of the *Emergency Management Act 2005*, recovery management is the coordinated process of supporting recovery ("emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial and economic wellbeing").

The Local Emergency Management Plan and Local Recovery Plan have been prepared based on State Emergency Management Framework updates and guidelines. The previous Local Emergency Management Arrangements were out of date and were not the basis of the new Local Emergency Management Plan and Local Recovery Plan, therefore, a tracked change version has not been provided.

In July 2025, City of Cockburn staff participated in City-led emergency Exercise Karla to test the Local Recovery Plan. There were six lessons and nine recommendations from the Exercise to improve the City's arrangements.

Both documents have been considered and adopted on 6 November 2025 by the Cockburn Local Emergency Management Committee.

Following Council adoption, the Local Emergency Management Plan and Local Recovery Plan will be noted by the Metropolitan South District Emergency Management Committee and the State Emergency Management Committee.

Strategic Plans/Policy Implications

<u>Community, Lifestyle and Security</u>
A vibrant healthy, safe, inclusive, and connected community.
• A safe and healthy community that is socially connected.

Budget/Financial Implications

There are many service areas involved in emergency preparedness and response activities, and therefore it is difficult to quantify the City's expenditure related to the Local Emergency Management Arrangements.

Legal Implications

Maintain compliance with the City of Cockburn's requirements under the *Emergency Management Act 2005.*

Community Consultation

During the preparation of the Local Emergency Management Plan and Local Recovery Plan, some key stakeholders were identified and asked to review the Local Emergency Management Plan and Local Recovery.

These stakeholders included members of the Cockburn Local Emergency Management Committee and select City of Cockburn staff, who participated in an emergency exercise earlier this year due to their role in emergencies.

The Cockburn Local Emergency Management Committee endorsed these documents at their meeting on 6 November 2025.

Risk Management Implications

The City of Cockburn is on the State Emergency Management Committee current list of local governments overdue to review their local emergency management arrangements. State procedure outlines that local emergency management arrangements need to be reviewed at least every five years.

Should these documents not be adopted by Council, the City of Cockburn will continue to be overdue to review. This poses a reputational risk to the City of Cockburn.

Advice to Proponent(s)/Submitters

N/A

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

Nil

14.2 Corporate and System Services

14.2.1 Proposed Easement - Portion 11 Quarimor Road, Bibra Lake

Executive	Director Corporate and System Services
Author	Senior Property Services Officer
Attachments	N/A

Recommendation
That Council:

(1) SUPPORTS the proposal for Water Corporation to place an easement for sewer purposes traversing portion of City owned property situated at 11 Quarimor Road, Bibra Lake and described as Lot 62 on Deposited Plan 414233; and

(2) AUTHORISES the amendment of the 2025-26 Municipal Budget for the $50,000 sale proceeds.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

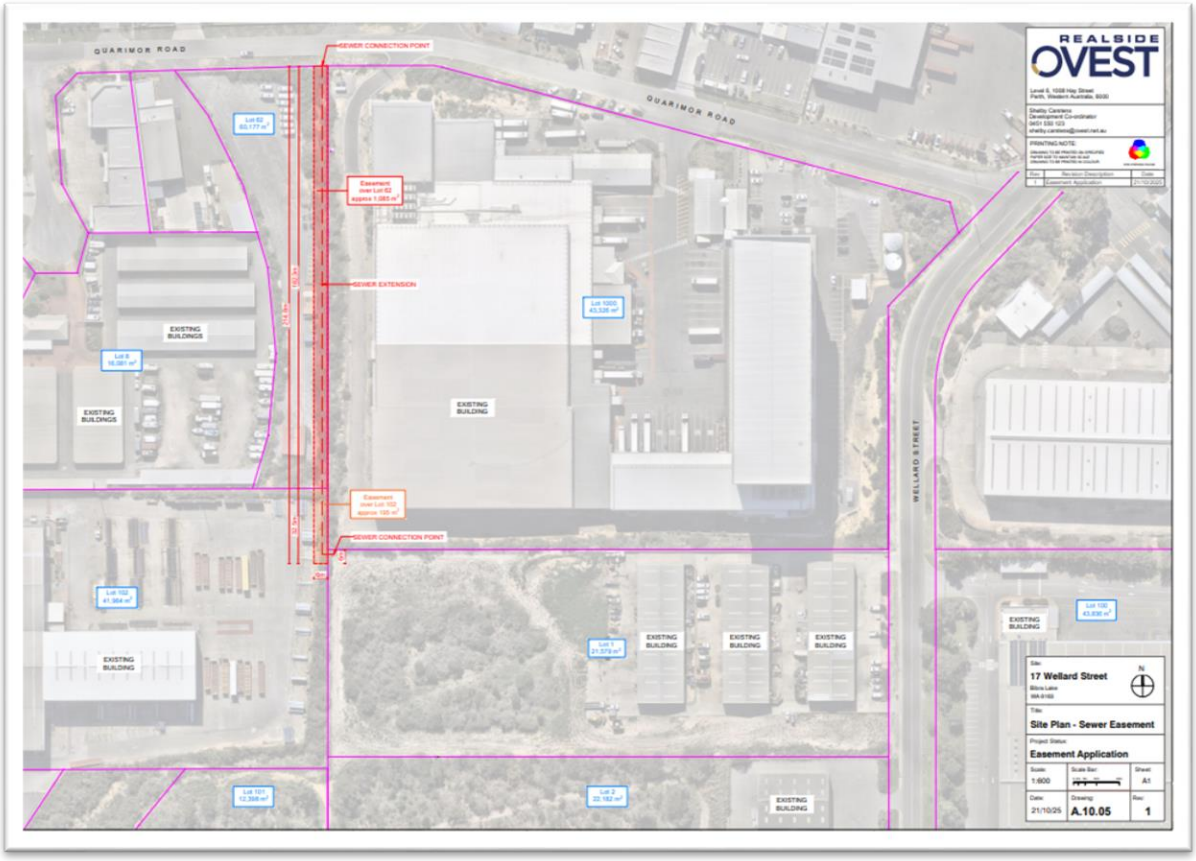
Background

The owners of property situated at 17 Wellard Street, Bibra Lake, Hawdon South Pty Ltd have submitted an application for development with the City for an existing warehouse extension at their premises.

In order to take advantage of the Wellard Street warehouse extension potential the development is required to provide for sewer wastewater disposal, either with on-site treatment or connect to Water Corporation sewer infrastructure.

The Property owners, Hawdon South Pty Ltd, has approached the City seeking consent to traverse City owned property at 11 Quarimor Road, Bibra Lake to facilitate the connection to a gravity sewer main, a Water Corporation asset, in the road reserve of Quarimor Road.

The site plan identifying the proposed sewer alignment is shown below:



Submission

N/A

Report

The purpose of this report to Council is that the property owner of 17 Wellard Street, Bibra Lake (the proponent) will engage with Water Corporation requesting approval of the sewer proposal. The Water Corporation will seek consent from the City as the property owner of 11 Quarimor Road to approve an easement encumbrance to enable protection of the proposed sewer asset.

The issue may arise that given there are three stakeholders and the easement for sewer purposes is to benefit a third-party Water Corporation may request support from Local Government supporting the sewer and easement proposal.

To justify the area of encumbrance, the City obtained a market valuation for easement purposes from a registered valuer, which returned a value of $50,000 plus GST if applicable. The proponent has agreed to pay this amount and cover all associated costs, ensuring no financial impact to the City

It would be agreed that the current proposal is of more benefit to the proponent but given the City's unknown future planning for 11 Quarimor Road, if the property were to be developed, access to Water Corporation sewer infrastructure would be investigated.

The proponent has been advised that an area of 150 m2 of the City owned Lot is licenced to Amana Living Inc. for the purpose of parking aged care transport buses. Amana Living Inc. have been informed of the proposal.

To reduce the impact of the easement encumbrance the City has agreement with the proponent conditions as to acceptance of the easement consent as follows:

- Agree consideration - $50,000 plus GST if applicable
- The consideration will be payable at the time of easement approval from Water Corporation
- Location and alignment of easement – as per Site Plan identified within the Background of this report
- The easement will be 6m in width commencing at and running parallel to the eastern boundary
- There will be no interruption during construction to the City's use of the property outside the proposed easement area
- There will be no interruption during construction to the City's Licensee's permitted purpose of bus parking
- There will be no cost to the City, the proponent must undertake all necessary actions, administrative, lodgements, construction or otherwise
- Prior to the Issue of a Building Permit (including any forward works) a binding legal agreement shall be established between the landowner of 17 Wellard Street, Bibra Lake and any other relevant parties, demonstrating the landowners obligation to creating an easement for sewerage infrastructure.

If Council elects to support the recommendation the City has no objection to the proposed easement for sewer purposes.

Strategic Plans/Policy Implications

Our Economy
Attracting investment, supporting business and visitor growth and boosting local jobs through vibrant hubs.
• Empower and support local businesses.
Facilitate economic growth and employment opportunities.

Our Environment
Valuing natural assets, building climate resilience and using resources sustainably.
• Facilitate sustainable waste management and resource conservation.

Budget/Financial Implications

The City will amend the 2025-26 Municipal Budget to include the $50,000 to be paid from Hawdon South Pty Ltd for the value of land taken to add the easement.

Legal Implications

N/A

Community Consultation

In compliance with the *Local Government Act 1995* s3.58 (3) the proposed easement for sewer purposes has been advertised in a local newspaper for a mandatory period of not less than two weeks.

The proposed easement has been shown on the City's website and displayed at the City's Administration building and 3 Library notice boards.

Risk Management Implications

It is not viewed as a risk if Council supports the recommendation. The position and alignment of the sewer and subsequent easement do not pose impact on the current use of the property.

If Council defers or does not support the recommendation the City would limit the investment potential and employment opportunity within Cockburn which would otherwise be created by the proposed development and sewer main construction.

Advice to Proponent(s)/Submitters

The Proponent who lodged the submission on the proposal have been advised that this matter is to be considered at the 9 December 2025 Ordinary Council Meeting.

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

Nil

14.2.2 Budget Amendments to the 2025-26 Municipal Budget

Executive Director Corporate and System Services
Author Service Manager Strategic Finance
Attachments 1. Schedule of Budget Amendments - November 2025 ⇩

RECOMMENDATION

That Council AUTHORISES the amendment of the 2025-26 Municipal Budget as detailed in the attached schedule and summarised below:

Nature	Budget Surplus Impact $
FY26 Amended Budget Surplus	*344,312*
Budget amendments proposed:	
Operating expenditure - increase	(1,090,146)
Operating income - increase	521,539
Capital expenditure - increase	(1,367,034)
Capital income - decrease	(37,608)
Net Financial Reserves drawdown - increase	1,554,642
Net budget decrease - attributed to these changes	(418,607)
Revised FY26 Budget Deficit	*(74,295)*

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

Detailed analysis of budget variances is undertaken throughout the financial year. Where adjustments are required, they are submitted to Council via an agenda item (previously presented through the Expenditure Review Committee) or incorporated into the statutory mid-year budget review in accordance with legislation.

Submission

N/A

Report

Following the adoption of the 2025–26 Annual Budget on 19 June 2025, and subsequent amendments adopted in August, October and November, additional changes have been identified across both the operating and capital budgets.

These amendments collectively result in a net reduction of $424,461 to the FY26 Municipal budget position, revising the previously forecast surplus of $344,312 to a revised deficit of $74,295.

During the review of the salary budget, it was identified that provisions for long service leave and two additional working days within the financial year had not been included. As a result the current salary budget is insufficient to meet employee costs. To address this, an increased allocation of $904,946 is required to ensure the City can maintain its service obligations.

We acknowledge that this variation has a significant impact on the City's net operating result. The Mid-Year Budget Review will provide the Executive with an opportunity to carefully examine the budget, identify potential savings and implement strategies to offset this additional expenditure, with the objective of returning the budget to a surplus position.

For transparency, the attached Schedule of Budget Amendments details the specific projects and budget line-items proposed for amendment. A summary table is also included categorising these amendments by category and nature:

Category/Nature		**Budget Amendment ($)**	**Category Sub-Total ($)**
Operating Expenditure			
Materials & contracts	↑	(130,285)	
Employee Costs – Salaries & Direct Oncosts	↑	(904,946)	
Employee Costs – Indirect Oncosts	↓	5,085	
Other expenses	↑	(60,000)	**(1,090,146)**
Operating Income			
Rates	↑	461,539	
Operating Grants & Subsidies	↑	60,000	**521,539**
Capital Expenditure			
FY26 capital program adjustments	↑	(1,185,288)	
FY26 capital program – new capital items	↑	(181,746)	**(1,367,034)**
Capital Income			
Capital Grants	↓	(37,608)	**(37,608)**

Net Reserve Transfers			
FY26 operating budget funding	↑	150,000	
FY26 capital budget funding	↑	1,222,896	
FY26 new capital funding	↑	181,746	**1,554,642**
Net Budget Surplus Impact	↓		**(418,607)**

Strategic Plans/Policy Implications

Listening & Leading
A community focused, sustainable, accountable and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

The Municipal Budget for 2025-26 currently reflects a net budget surplus of $344,312.

Subject to the adoption of the recommended amendments outlined in this report, the current surplus will revised to a deficit of $74,295.

An Absolute Majority of the Council will be required to amend the 2025-26 Municipal budget.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The proposed budget amendments support sound financial management and uphold principles of good governance. If the amendments are not approved, there is a low to medium risk of inaccuracies in the City's budget, which may impact service delivery and overall financial performance.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Ordinary Council Meeting - December 2025

DESCRIPTION (SERVICE UNIT)	*CURRENT BUDGET $*	*YTD ACTUAL SPEND $*	EXPENDITURE ADJUSTMENT $	INCOME ADJUSTMENT $	RESERVES ADJUSTMENT $	BUDGET SURPLUS IMPACT $	Budget Adjustment Comments
Opening Budget Surplus						344,312	
SU001 - Office of the CEO [OP8802 - CEO Discretionary Initiatives]	*129,800*	-	- 84,800	-	-	84,800 Increase	Transfer of funds to multiple OP Account to conduct a review of the proposed golf course and offset budget adjustment for salaries.
SU001 - Office of the CEO [OP8802 - CEO Discretionary Initiatives]	*815,725*	-	904,946	-	-	904,946 Decrease	Adjustment to FY26 Salary budget to include two non-accrued days of salaries, superannuation and long service leave that were not included in the original annual budget preparations.
SU001 - Office of the CEO [OPNEW - Coogee Golf Course Review]	-	-	45,000	-	-	45,000 Decrease	Transfer of funds from OP 8802 to conduct a review of the proposed golf course
SU212 - Revenue Management [GL100 - Rate Revenue]	*140,800,000*	*140,532,910*	-	- 461,539	-	461,539 Increase	Realigning of rates budget to reflect actual year to date balances
316 - Civic Services [OP8820 - International Women's Day]	*8,000*	-	- 8,000	-	-	8,000 Increase	Transfer costs to OP4116 to assist in the additional budget requirements.
316 - Civic Services [O9606 - Swearing In Function]	*15,000*	*9,239*	- 5,761	-	-	5,761 Increase	Transfer costs to OP4116 to assist in the additional budget requirements.
316 - Civic Services [O9606 - Swearing In Function]	*6,346*	-	- 5,085	-	-	5,085 ncrease	Transfer costs to OP4116 to assist in the additional budget requirements.
321 - Recreation Services [OP4116 - Dixon Park/Wally Hagan Recreation Centre Redevelopment]	*20,000*	-	50,000	-	-	50,000 Decrease	Review of the Wally Hagan Recreation Centre Redevelopment Feasibility Study aligned with November Elected Member workshop. Plan to present to Council in March.
322 - Cockburn ARC [GL599 - Cockburn ARC Overheads]	*201,000*	*96,286*	- 31,154	-	-	31,154 Increase	Transfer costs to OP4116 to assist in the additional budget requirements.
SU341 - Rangers [OPNEW - Jandakot Parking Management Plan Sign Installation]	-	-	15,000	-	-	15,000 Decrease	Installation of parking control signs as per the endorsed Knock Way, Jandakot – Parking Management Plan
SU343 - Fire and Emergency Services [OPNEW - Jandakot Bushfire Brigade Equipment Grant]	-	-	20,000	- 20,000	-	NIL	Recognition of election commitment grant funding for volunteer fire brigade
SU343 - Fire and Emergency Services [OPNEW - South Coogee Bushfire Brigade Equipment Grant]	-	-	20,000	- 20,000	-	NIL	Recognition of election commitment grant funding for volunteer fire brigade
SU343 - Fire and Emergency Services [OPNEW - Jandakot VFB Equipment Grant]	-	-	20,000	- 20,000	-	NIL	Recognition of election commitment grant funding for volunteer fire brigade
SU413 - Public Health [OP9851 - Clean-Up Activities]	*100,000*	-	- 45,000	-	-	45,000 Increase	Transfer of costs to OP8269 for emergency clean up of asbestos removal illegally dumped on City verge and road
SU514 - Waste Services [OP8991 - Illegal Dumping]	*382,809*	*167,935*	45,000	-	-	45,000 Decrease	Transfer of costs from OP8991 for emergency clean up of asbestos removal illegally dumped on City verge and road
SU514 - Waste Services [OP8269 - Bulk Verge Recovery]	*250,000*	*65,148*	150,000	-	- 150,000	NIL	Increased demand for service delivery requires a budget amendment to cover costs until the new tender process is completed
SU321 - Recreation Services [CW1141 - Success Netball Courts Resurfacing]	*250,000*	*8,253*	40,000	-	- 40,000	NIL	Additional funds required to complete project (Project Management & Contingency costs)
SU511 - Environment, Parks and Streetscapes [CW5956 - Port Coogee Waterplay refurbishment - Ngarkal Park]	-	-	130,000	-	- 130,000	NIL	Multi-year project, funds inadvertently not carried forward from FY25
SU511 - Environment, Parks and Streetscapes [CWNEW - Accessible Footpath Coogee Beach Lawn]	-	-	25,246	-	- 25,246	NIL	Installation of accessible footpath and works to surrounding lawn area for events held at Coogee Beach
SU511 - Environment, Parks and Streetscapes [CW9018 - Beeliar lake Community Centre Play Equipment Renewal]	-	*11,300*	11,300	-	- 11,300	NIL	Multi-year project, funds inadvertently not carried forward from FY25
SU511 - Environment, Parks and Streetscapes [CW1179 - Duggan Park Renovation]	*295,000*	*12,790*	120,000	-	- 120,000	NIL	Additional funds required to complete project (Project Management & Contingency costs)
SU512 - Civil Infrastructure [CW6407 - Bucat Street Drainage Improvements]	*270,067*	*2,660*	429,933	-	- 429,933	NIL	Budget increase required to allow for increased costs based on market response for fully designed project and project management fees
SU512 - Civil Infrastructure [CW9058 - 478 Lydon Blvd Rosehill to Freshwater]	-	*13,217*	13,217	-	- 13,217	NIL	Multi-year project, funds inadvertently not carried forward from FY25
SU512 - Civil Infrastructure [CW9060 - Davilak Ave Rockingham to Janson]	*99,894*	*129,093*	29,199	-	- 29,199	NIL	Additional funds required due to requirement to produce revised drawings to meet DDA compliance
SU513 - Fleet Management [CW7783 - Heavy Fleet Side Loader Recycling Waste Truck]	*500,000*	*513,310*	13,310	-	- 13,310	NIL	Additional funds required due to increase in cost as item was originally budgeted for in FY25
SU521 - Landscape and Coastal Projects [CW6183 - McFaull Park Toilet Facility]	*55,543*	*70,009*	19,466	-	- 19,466	NIL	Increase in budget required due to unexpected costs due to project delays and infrastructure damage
SU521 - Landscape and Coastal Projects [CW6128 - Santich Park – Parking and New Lights]	*37,818*	*55,914*	37,082	37,608	- 74,690	NIL	Realignment of grant funding recognition plus additional budget required due to contract variations
SU521 - Landscape and Coastal Projects [CW9133 - Success Netball Floodlighting - Detailed Design Only]	*349*	*15,680*	15,331	-	- 15,331	NIL	Additional funds required to complete project
SU521 - Landscape and Coastal Projects [CW1793 - 186 Len Packham Court Rehabilitation]	*532,998*	*18,258*	120,000	-	- 120,000	NIL	Additional funds required as per contract award report
SU522 - Building and Security Projects [CW1823 - 235 Henderson Cell Capping]	-	*13,740*	60,000	-	- 60,000	NIL	Transfer excess funds from CW 1116 to cover additional expenditure
SU522 - Building and Security Projects [CW1116 - Leachate Pond HWRP]	*860,788*	*111,347*	- 60,000	-	60,000	NIL	Transfer funds to CW 1823 to cover additional expenditure
SU523 - Civil Projects [CW1829 - Cordelia Avenue Construction]	*300,000*	*2,569*	150,000	-	- 150,000	NIL	Budget increase required to allow for increased costs based on market response for fully designed project and project management fees
SU523 - Civil Projects [CWNEW - New Footpath Admin Car Park to Library]	-	-	61,500	-	- 61,500	NIL	New project required to complete a DDA compliant footpath between Admin building carpark and library.
SU523 - Civil Projects [CW2970 - School Warden Crossings Minor Works]	-	-	15,000	-	- 15,000	NIL	Multi-year project, funds inadvertently not carried forward from FY25
SU523 - Civil Projects [CW6464 - 322 Line Marking Minor Works]	*3,550*	*18,212*	41,450	-	- 41,450	NIL	Insufficient funds requested during carry forward project, additional funds requested to complete the project

ERC MEETING - MARCH 2025

DESCRIPTION (SERVICE UNIT)	*CURRENT BUDGET $*	*YTD ACTUAL SPEND $*	EXPENDITURE ADJUSTMENT $	INCOME ADJUSTMENT $	RESERVES ADJUSTMENT $	BUDGET SURPLUS IMPACT $	Budget Adjustment Comments
SU531 - Property Services [CWNEW - Welcome Sign Naval Base Shacks]	-	-	5,000	-	- 5,000	NIL	Installation of a new welcome and historical information sign at the Naval Base Shacks site
SU531 - Property Services [CWNEW - Naval Base Shacks Gazebo]	-	-	70,000	-	- 70,000	NIL	Installation of new gazebo at Naval Base Shacks site
SU532 - City Facilities [CWNEW - Manning Park Automatic Door Replacement]	-	-	20,000	-	- 20,000	NIL	Replacement of automatic door at Manning Park universal access toilet
SUBTOTAL			**2,457,180**	**- 483,931**	**- 1,554,642**	**418,607 Decrease**	
Closing Budget Surplus						**- 74,295**	

TRANSFER FROM RESERVE	**$**
Plant And Equipment Reserve	-13,310
Commercial Landfill Reserve	-74,690
Road Infrastructure Reserve	-740,300
Building Infrastructure Reserve	-20,000
Open Space Infrastructure Reserve	-461,877
Waste Management Reserve	-150,000
Naval Base Shacks	-75,000
Project Contingency Reserve	-19,466
Sub-Total	**-1,554,642**
TRANSFER TO RESERVE	**$**
Sub-Total	**0**
Total	**-1,554,642**

14 Annual Report 2024-2025

Executive	Director Corporate and System Services
Author	Business Planning Specialist
Attachments	City of Cockburn Annual Report 2024-2025 Attachment under separate cover

RECOMMENDATION
That Council:

(1) ACCEPTS, by Absolute Majority, the City of Cockburn Annual Report for 2024/25 included as Attachment 1 in accordance with section 5.54 of the Local Government Act 1995;

(2) CALLS an Annual Electors' Meeting of the City of Cockburn to be held at 6pm on Thursday, 29 January 2026 at the City of Cockburn Administration Centre and Council Chamber, 9 Coleville Crescent Spearwood, in accordance with section 5.27 of the Local Government Act 1995; and

(3) NOTES:

1. that the City of Cockburn Annual Report may be subject to further formatting and styling, to be determined by the Chief Executive Officer prior to publication.
2. The 2024/25 Financial Statements will be presented to Council as part of the recommendations of the Audit Committee and will be included in the Annual Report following adoption by Council.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

Each year Council is required to accept the City of Cockburn Annual Report, the Annual Financial Statements, and Auditors certification of the City's accounts.

Elected Members were provided with the Financial Report and Auditor's Report at the Audit Risk and Improvement Committee Meeting held on 25 November 2025, with the report and committee recommendation to be presented at this Council Meeting, by approval of the Presiding Member.

After the Annual Report is accepted, it will be presented at the Annual Electors' Meeting (AEM). Pending Council approval, the AEM will be held at 6pm on Thursday 29 January 2026 at the City's Administration Centre.

Report

The purpose of this Report is for Council to accept the 2024-25 Annual Report and to convene the Annual Electors Meeting on Thursday 29 January 2026.

The City of Cockburn Annual Report is an important document through which the City communicates with its ratepayers, residents and community stakeholders.

The report outlines progress made towards strategic objectives set out in the City's guiding strategic documents. The Annual Report for 2024-25 is at Attachment 1 (waiting for final version).

Strategic Plans/Policy Implications

This is in keeping with the City's Strategic Community Plan.

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

The City is required to provide local public notice of the annual electors meeting, with costs covered by the existing budget.

Legal Implications

Section 5.53(1) of the Local Government Act 1995 (LGA) requires a local government to prepare an annual report for each financial year. Section 5.53 (2)(f) of the LGA specifies that the Annual Report is to contain the financial report of the financial year and Section 5.3(2)(h) specifies that it must contain the Auditor's report for the financial year.

In accordance with Section 5.54(1) of the LGA, an Annual Report for the financial year is to be accepted by the Local Government no later than 31 December after that financial year.

Section 5.27 of the LGA requires an Annual Meeting of Electors (AEM) to be held once every financial year on a day selected by the local government but not more than 56 days after the local government accepts the annual report.

Section 5.55 of the LGA requires that the CEO is to give public notice of the availability of the annual report as soon as practicable after the report has been accepted by the local government.

Community Consultation

The Annual Report will be made available to members of the public prior to the Annual Meeting of Electors (AEM). Within 14 days of the Annual Report being accepted by Council, a copy will be uploaded to the City's website.

The AEM will be advertised via local public notice prior to this meeting.

The City will print ten copies of the Annual Report (in house), to have available at the Annual Electors Meeting. After the meeting these copies will be re-distributed to the Administration Building and Cockburn Libraries.

Risk Management Implications

It is low risk for Council to adopt the 2023/24 Annual Report and ensures the compliance with the requirements of the LGA.

Advice to Proponent(s)/Submitters

Electors of the City of Cockburn are informed by local public notice in accordance with the *Local Government Act 1995*.

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

Nil

14.2.4 Payments Made from Municipal Fund and Local Procurement Summary - October 2025

Executive	Director Corporate and System Services
Author	Service Manager Strategic Finance
Attachments	1. Payments Listing October 2025 ⇩ 2. Credit Cards by Cardholder October 2025 ⇩ 3. Credit Cards by Category October 2025 ⇩ 4. Store Cards October 2025 ⇩ 5. Fuel Cards October 2025 ⇩

RECOMMENDATION
That Council:

(1) RECEIVES the list of payments made by the City during the month of October 2025, as attached to the Agenda; and

(2) RECEIVES the lists of transactions paid by credit and other types of purchase cards during the month of October 2025, 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 pursuant to delegation 1.2.26 - Payment from Municipal and Trust Funds.

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

Additionally, Regulation 13A requires a list of payments made by employees using credit, debit, or other purchasing cards to be prepared and presented to Council each month.

Submission

N/A

Report

Payments made under delegation in October totalled $16.74 million. All payment amounts reported are inclusive of GST (budgetary impact is GST exclusive).

The following table provides a summary of payment types with detailed lists included as attachments:

Net EFT payments (suppliers, sundry creditors)	$12,503,003
Payroll payments (two fortnights)	$4,140,582
Corporate credit cards	$76,071
Bank transactional fees (BPay and merchant fees)	$18,274
Total payments for month	**$16,737,930**

The City makes several payment runs each month to ensure suppliers and other payees are paid on a timely basis, particularly local and small businesses.

Attached are two Credit Card Transaction Summaries: one by cardholder position, the other by spend category with details.

The CEO's card recorded no transactions.

The following table summarises credit card transactions by spend category:

Spend Category	**$**	**%**
Advertising	1,543.40	2.03%
Application, Licence, Registration Fees	3,332.38	4.38%
Bank and Other Fees	165.20	0.22%
Conferences and Seminars	10,164.81	13.36%
Disputed Transaction	(1,892.54)	-2.49%
Equipment Purchases	1,888.01	2.48%
Events and Functions	10,223.56	13.44%
Hire of Equipment and Facilities	3,566.98	4.69%
Meeting/Workshop Catering	5,287.00	6.95%
Motor Vehicle Expenses	544.55	0.72%
Office Supplies	1,120.31	1.47%
Parking Expenses	186.59	0.25%
Professional Services	1,870.95	2.46%
Program Costs	216.66	0.28%
Subscriptions and Memberships	6,025.81	7.92%
Supplies and Materials Purchases	9,279.97	12.20%
Training & Professional Development	7,407.50	9.74%
Travel and Accommodation	15,121.83	19.88%
Not Reconciled	17.60	0.02%
Total on 55 cards used	**76,070.57**	**100.00%**

Several store cards are used for City business purchases in line with Council's Procurement Policy. A summary and detailed list of all October card transactions are provided below:

Type	$	Purpose
Woolworths (7 cards)	4,390	Seniors centre, youth centre, marina, environmental education, amenities
Bunnings (19 cards)	7,065	Sustainability, facilities, fleet, parks and environmental, waste services, civil works, and marina
BP fuel cards	30,954	Plant and light fleet

Local Procurement

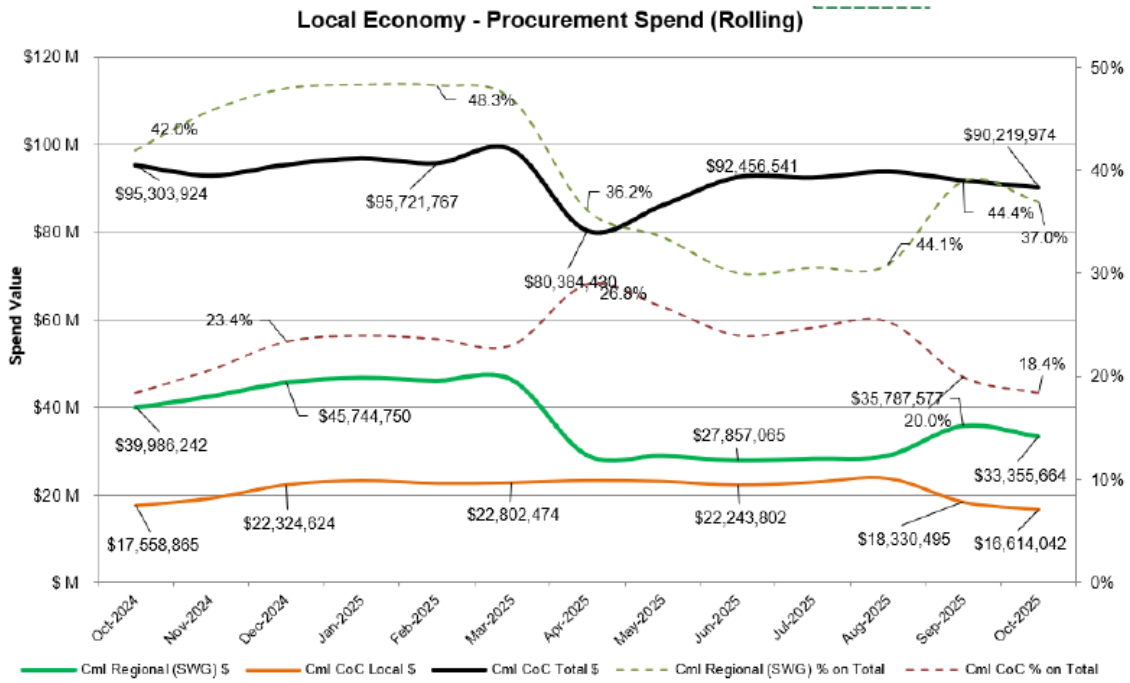
The monthly statistics on local and regional procurement spend are summarised below, detailing the spend amounts and percentages relative to the total spend.

Procurement Report - Local Buy Summary & Trends **October 2025**

Monthly Statistics	CoC Local Spend	**$850,923**	CoC Local Value	**9.29%**	CoC Local Qty	**32.48%**
	Local/Regional Spend	**$1,362,658**	Local/Regional Value	**14.88%**	Local/Regional Qty	**41.12%**
Aboriginal Engagement	Suppliers used YTD	**14**	Orders raised YTD	**346**	Committed spend YTD	**$129,061**

Local expenditure within the City of Cockburn represented 9.29% of total monthly spend and 32.48% of all procurement transactions. Within the Perth South-West Metropolitan Alliance (PSWMA) region, the City's monthly expenditure decreased to 14.88%, compared to 73.68% recorded in September.

The following one-year rolling chart to October 2025 tracks the City's procurement spend with businesses located within Cockburn and the PSWMA region:



In October, the 12-month rolling local expenditure in Cockburn reached $16.61 million, representing 18.41% of the City's total spend. Within the PSWWA region, this figure increased to $33.36 million or 36.97% of the total spend.

This performance measurement aligns with the City's objectives under Council's Procurement Policy, specifically the "local and regional" principle, which emphasise a preference for local procurement.

Social Procurement

By the end of October, the City had worked with fourteen Aboriginal businesses, committing $129,061 year-to-date.

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 have been included in the City's Annual Budget as approved and modified 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 receives a statutory list of City payments made under delegation to meet operational and contractual needs, allowing for review and clarification as needed.

Advice to Proponent(s)/Submitters

N/A

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

Nil

31 October 2025 PAYMENT LISTING

MUNICIPAL FUND

Payment Number	Account Number	Payee Name	Payment Listing Description	Date	Alloc Amount
EF183382	99997	Family Day Care	Fdc Payments W/E 28/09/2025	2/10/2025	35,646.44
EF183383	11531	Sunny Industrial Brushware Pty Ltd	Brush/Road Broom Supplies	7/10/2025	715.00
EF183384	26987	Cti Risk Management	Security - Cash Collection	7/10/2025	868.10
EF183385	27201	Wfs Australia Pty Ltd	Software	7/10/2025	890.98
EF183386	28184	Spearwood Veterinary Hospital	Veterinary Hospital	7/10/2025	550.00
EF183387	28261	Hazed Services Pty Ltd	Safety - Roof	7/10/2025	577.50
EF183388	28960	The Trustee For Lark Family Trust Runningworks Event Series Pty Ltd As Trust	Running	7/10/2025	5,517.50
EF183389	99997	The Kingsman Barber Lounge	Busi Economic Development Grant	7/10/2025	3,522.78
EF183390	99996	Thomas J Haylock	Rates and Property related refunds	8/10/2025	291.87
EF183391	10152	Aust Services Union	Payroll Deductions	9/10/2025	673.00
EF183392	10154	Australian Taxation Office	Payroll Deductions	9/10/2025	626,556.00
EF183393	10305	Child Support Agency	Payroll Deductions	9/10/2025	3,827.90
EF183394	19726	Health Insurance Fund Of Wa	Payroll Deductions	9/10/2025	756.35
EF183395	27874	Smartsalary	Salary Packaging/Leasing Administration	9/10/2025	13,402.70
EF183396	28458	Easi Group	Novated Leasing	9/10/2025	16,745.04
EF183397	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgrceu	Union	9/10/2025	48.00
EF183398	28890	Construction Forestry Mining Energy Union - Construction & G Cfmeu Wa - Cor	Payroll Deductions	9/10/2025	30.00
EF183399	10767	Inst Of Public Works Eng Aust - Nsw	Training Services	10/10/2025	6,600.00
EF183400	10118	Australia Post	Postage Charges	15/10/2025	118,151.72
EF183401	26987	Cti Risk Management	Security - Cash Collection	15/10/2025	2,868.75
EF183402	27154	Veolia Recycling & Recovery Pty Ltd	Waste Services	15/10/2025	14,631.08
EF183403	28264	Remondis Go Organics Pty Ltd	Organics Processing	15/10/2025	59,745.50
EF183404	28614	Ronan Freeburn Wa Comedy	Event Producer	15/10/2025	12,100.00
EF183405	29018	Jo Darbyshire	Curator History Exhibition	15/10/2025	2,200.00
EF183406	99997	Kukku Baby	Crossover Rebate Refund	15/10/2025	500.00
EF183407	99997	Carmel Featherstone	Senior Security Rebate	15/10/2025	300.00
EF183408	99997	Enrico Di Russo	Senior Security Rebate	15/10/2025	500.00
EF183409	99997	Jane Zindel	Senior Security Rebate	15/10/2025	300.00
EF183410	99997	Antoinette Van Der Leeden	Senior Security Rebate	15/10/2025	200.00
EF183411	99997	Eva Waskowska	Senior Security Rebate	15/10/2025	100.00
EF183412	99997	Darryl Vincent	Senior Rebate	15/10/2025	100.00
EF183413	99997	Spearwood Dalmatinac Sport And Recreatio	Annual Donation	15/10/2025	10,027.00
EF183414	99997	Br Kneebone & Jm Batten	Compost Bin Rebate	15/10/2025	49.95
EF183415	99997	Treeby Community Association Inc.	Resident Groups Grant Program 2526Rggp16	15/10/2025	1,920.00
EF183416	99997	Pierce Taylor	Bird Bath Rebate Refund	15/10/2025	24.75
EF183417	99997	Jasmine Rudolphy-King	Refund - Bird Bath Rebate	15/10/2025	24.75
EF183418	99997	Christopher Jones	Individual Sponsorship For Afl Masters	15/10/2025	200.00
EF183419	99997	Angela Brooks	Bird Bath Rebate Refund	15/10/2025	47.50
EF183420	99997	Li-Hui Wang	Employee Reimbursment	15/10/2025	11.00
EF183421	99997	Cwa Of Wa-Cockburn Branch	Small Events Sponsorship 2526-Ses05	15/10/2025	2,383.15
EF183422	99997	F J Robertson	Refund Of Seniors Centre Scrabble Books	15/10/2025	167.94
EF183423	99997	Meng-Ze Ni	Sanitary Product Rebate Refund	15/10/2025	50.00
EF183424	99997	S Y Raffaele	Compost Bin Rebate	15/10/2025	49.99

EF183425	99997	Cindy Yan Ting Kong	Compost Bin Rebate	15/10/2025	49.95
EF183426	99997	Legal Practice Board Western Australia	Piiexempt Inv61312 4589 Jamie Blanchard	15/10/2025	30.00
EF183427	99997	Katharina Boeker	Waterwise Rebate	15/10/2025	250.00
EF183428	99997	Kady Savanna	Bird Bath Rebate Refund	15/10/2025	19.99
EF183429	99997	David Scorer	Senior Security Rebate	15/10/2025	500.00
EF183430	99997	Jennifer Koeberl	Senior Security Rebate	15/10/2025	500.00
EF183431	99997	Evanne Fineberg	Senior Security Rebate	15/10/2025	120.00
EF183432	99997	Donata D'alessandro	Senior Security Rebate	15/10/2025	300.00
EF183433	99997	Yvonne Da Silva	Senior Security Rebate	15/10/2025	200.00
EF183434	99997	Julie Lockley	Senior Security Rebate	15/10/2025	300.00
EF183435	99997	Robin Walsh	Bird Bath Rebate Refund	15/10/2025	34.95
EF183436	99997	Isabella Gamble	Cctv Residentail Rebate	15/10/2025	500.00
EF183437	99997	Amado Lapaz	Cctv Residentail Rebate	15/10/2025	500.00
EF183438	99997	Alen Biserko	Cctv Residentail Rebate	15/10/2025	500.00
EF183439	99997	Grant Clarke	Cctv Residentail Rebate	15/10/2025	500.00
EF183440	99997	Annette Martin	Cctv Residentail Rebate	15/10/2025	500.00
EF183441	99997	Samuel And Davina Sum	Bird Bath Rebate Refund	15/10/2025	29.99
EF183442	99997	Richard Osborne	Compost Bin Rebate	15/10/2025	50.00
EF183443	99997	Samira Bicknell	Talent Contest Prize	15/10/2025	300.00
EF183444	99997	Johnny Roswell	Talent Contest Prize	15/10/2025	200.00
EF183445	99997	Sane Band - Anita	Talent Contest Prize	15/10/2025	100.00
EF183446	99997	Jing Chee Tan	Crossover Contribution Rebate	15/10/2025	500.00
EF183447	99997	Niran Banjade	Crossover Contribution Rebate	15/10/2025	500.00
EF183448	99997	Curovic Bailey	Refund For 1 X Basketball Game	15/10/2025	77.00
EF183449	99997	4Lifeskills Inc.	Small Events Sponsorship 2526-Ses12	15/10/2025	2,050.40
EF183450	99997	S Medin	Valuation Cost Reimbursement	15/10/2025	1,375.00
EF183451	99997	Grace Orlando	Book Refund	15/10/2025	12.06
EF183452	99997	Tiger Go Kart Club Inc	Small Events Sponsorship 2526-Ses14	15/10/2025	2,200.00
EF183453	99997	P Perina & Q E Hutchinson	Waterwise Verge Scheme Rebate	15/10/2025	250.00
EF183454	99997	Spearwood Progress Association	Resident Groups Grant Prog. 2526-Rggp24	15/10/2025	4,500.72
EF183455	99997	Nabila Nur Edina Larkins And Robert Davi	Compost Bin Rebate	15/10/2025	50.00
EF183456	99997	Benjamin Locke	Sanitary Product Rebate	15/10/2025	50.00
EF183457	99997	Phoebe Low	Sanitary Product Rebate	15/10/2025	50.00
EF183458	99997	Sp Gv Kahle	Sanitary Product Rebate	15/10/2025	50.00
EF183459	99997	Family Day Care	Fdc Payments W/E 12/10/2025	16/10/2025	37,299.96
EF183460	99996	Xueqi Du	Rates and Property related refunds	17/10/2025	50.00
EF183461	99996	Craig R Ashworth	Rates and Property related refunds	17/10/2025	150.00
EF183462	99996	Sonia Power	Rates and Property related refunds	17/10/2025	150.00
EF183463	99996	Weebuild Pty Ltd	Rates and Property related refunds	17/10/2025	295.00
EF183464	99996	Bal Financial Services Pty Ltd T/A Bal H	Rates and Property related refunds	17/10/2025	295.00
EF183465	99996	Jan Eichhorst	Rates and Property related refunds	17/10/2025	147.00
EF183466	99996	Shao Ka Zheng	Rates and Property related refunds	17/10/2025	2,214.00
EF183467	99996	Tangent Nominees Pty Ltd	Rates and Property related refunds	17/10/2025	543.96
EF183468	99996	Philip Hardless	Rates and Property related refunds	17/10/2025	1,994.63
EF183469	99996	Samuel Cadel Mazzer	Rates and Property related refunds	17/10/2025	460.24
EF183470	99996	Judith Maria Walters	Rates and Property related refunds	17/10/2025	429.87
EF183471	99996	Ann Allpike	Rates and Property related refunds	17/10/2025	955.73
EF183472	99996	Western Australia Land Authority	Rates and Property related refunds	17/10/2025	3,224.67
EF183473	99996	Lisa Marie Julian	Rates and Property related refunds	17/10/2025	1,845.91

EF183474	99996	Kaylene Rennie	Rates and Property related refunds	17/10/2025	400.00
EF183475	99996	Helen Momtazi	Rates and Property related refunds	17/10/2025	548.80
EF183476	99996	Learn & Care Pty Ltd	Rates and Property related refunds	17/10/2025	3,578.88
EF183477	99996	Liton Rhaman And Popie Hossain Rhaman	Rates and Property related refunds	17/10/2025	1,633.49
EF183478	99996	Peter Oldfield	Rates and Property related refunds	17/10/2025	108.07
EF183479	99996	Krest Paul Portelli	Rates and Property related refunds	17/10/2025	745.27
EF183480	99996	Jayde Chanelle Baldock	Rates and Property related refunds	17/10/2025	357.81
EF183481	99996	Mitar Trifunovic	Rates and Property related refunds	17/10/2025	506.00
EF183482	10047	Alinta Energy	Natural Gas & Electrcity Supply	17/10/2025	64,091.75
EF183483	11794	Synergy	Electricity Usage/Supplies	17/10/2025	383,360.75
EF183484	28571	Perth Energy Pty Ltd	Energy Supply	17/10/2025	8,586.65
EF183485	13476	The Historical Society Of Cockburn Inc Historical Society Of Cockburn	Expenses Reimbursement	16/10/2025	15,800.00
EF183486	88888	Fremantle Hydraulics	Bond refunds	16/10/2025	500.00
EF183487	88888	Glen Cato	Bond refunds	16/10/2025	500.00
EF183488	88888	Clinton J Rhodes	Bond refunds	16/10/2025	500.00
EF183489	88888	Maree Lim	Bond refunds	16/10/2025	500.00
EF183490	88888	David Mccann	Bond refunds	16/10/2025	500.00
EF183491	88888	Brad Nankivell	Bond refunds	16/10/2025	500.00
EF183492	88888	Ecp Acquisitions 6 Pty Ltd	Bond refunds	16/10/2025	116,756.54
EF183493	88888	Am And Em Kirkwood	Bond refunds	16/10/2025	1,650.00
EF183494	88888	Tommi Harbeck	Bond refunds	16/10/2025	500.00
EF183495	88888	Aviation Pty Ltd	Bond refunds	16/10/2025	7,729.20
EF183496	88888	Leon & Janelle Veale	Bond refunds	16/10/2025	500.00
EF183497	88888	L A Coutts	Bond refunds	16/10/2025	500.00
EF183498	88888	G A & C P Townley	Bond refunds	16/10/2025	500.00
EF183499	88888	Rod Harmsen	Bond refunds	16/10/2025	500.00
EF183500	88888	Rod Young	Bond refunds	16/10/2025	500.00
EF183501	88888	Defined Nominees	Bond refunds	16/10/2025	500.00
EF183502	88888	Michael Wear	Bond refunds	16/10/2025	500.00
EF183503	88888	Michael Rowney	Bond refunds	16/10/2025	500.00
EF183504	88888	Ra And Jc Jeggo	Bond refunds	16/10/2025	500.00
EF183505	11758	Req Officers Do Not Use - Water Corp Utility Account Only - Please Refer To 1	Water Usage / Sundry Charges	17/10/2025	47,927.78
EF183506	10058	Alsco Pty Ltd	Hygiene Services/Supplies	17/10/2025	404.03
EF183507	10086	Arteil Wa Pty Ltd	Ergonomic Chairs	17/10/2025	3,421.00
EF183508	10097	Blackwoods Atkins	Engineering Supplies	17/10/2025	173.35
EF183509	10184	Benara Nurseries	Plants	17/10/2025	6,749.18
EF183510	10207	Boc Gases	Gas Supplies	17/10/2025	218.79
EF183511	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies	17/10/2025	27,551.80
EF183512	10226	Bridgestone Australia Ltd	Tyre Services	17/10/2025	22,658.71
EF183513	10231	Brooks Hire	Hire Services - Equipment	17/10/2025	7,106.22
EF183514	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	17/10/2025	6,431.51
EF183515	10247	Bunzl Australia Ltd	Paper/Plastic/Cleaning Supplies	17/10/2025	141.88
EF183516	10287	Centreline Markings	Linemarking Services	17/10/2025	9,625.00
EF183517	10333	Cjd Equipment Pty Ltd	Hardware Supplies	17/10/2025	1,582.24
EF183518	10357	Cockburn Ice Arena	Entertainment Services	17/10/2025	406.00
EF183519	10359	Cockburn Painting Service	Painting Supplies/Services	17/10/2025	19,696.60
EF183520	10384	Progility Pty Ltd	Communication Services	17/10/2025	5,034.17
EF183521	10483	Landgate	Mapping/Land Title Searches	17/10/2025	7,269.61
EF183522	10535	Workpower Incorporated	Employment Services - Planting	17/10/2025	6,796.54

EF183523	10655	Ghd Pty Ltd	Consultancy Services	17/10/2025	6,189.87
EF183524	10683	Gronbek Security	Locksmith Services	17/10/2025	6,329.31
EF183525	10708	Heavy Automatics Pty Ltd	Equipment Maintenance Services	17/10/2025	423.50
EF183526	10787	Jandakot Accident Repair Centre	Panel Beating Services	17/10/2025	2,079.00
EF183527	10788	Jandakot Volunteer Bush Fire Brigade Please See Adhoc	Expense Reimbursements	17/10/2025	1,759.57
EF183528	10794	Jason Signmakers	Signs	17/10/2025	6,916.25
EF183529	10827	Kelyn Training Services	Training Services	17/10/2025	2,540.00
EF183530	10879	Les Mills Aerobics	Instruction/Training Services	17/10/2025	2,325.94
EF183531	10912	M2 Technology Group	Messaging Services	17/10/2025	396.00
EF183532	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	17/10/2025	15,472.08
EF183533	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	17/10/2025	524.01
EF183534	10991	Beacon Equipment	Mowing Equipment	17/10/2025	3,171.00
EF183535	11036	Northlake Electrical Pty Ltd	Electrical Services	17/10/2025	30,613.32
EF183536	11152	Fulton Hogan Industries Pty Ltd	Road Maintenance	17/10/2025	6,336.00
EF183537	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	17/10/2025	1,056.00
EF183538	11307	Satellite Security Services Pty Ltd	Security Services	17/10/2025	15,668.53
EF183539	11333	Shelford Constructions Pty Ltd	Construction Services	17/10/2025	226,425.23
EF183540	11387	Bibra Lake Soils	Soil & Limestone Supplies	17/10/2025	156.00
EF183541	11425	Resource Recovery Group	Waste Disposal Gate Fees	17/10/2025	1,260.00
EF183542	11449	Spearwood Florist Ultimate Co Pty Ltd	Floral Arrangements	17/10/2025	100.00
EF183543	11483	St John Ambulance Aust Wa Operations	First Aid Courses	17/10/2025	883.50
EF183544	11511	Statewide Bearings	Bearing Supplies	17/10/2025	624.29
EF183545	11554	Taylor Marine	Marine Equipment	17/10/2025	185.63
EF183546	11625	Nutrien Water	Reticulation Supplies	17/10/2025	4,438.36
EF183547	11642	Trailer Parts Pty Ltd	Trailer Parts	17/10/2025	1,991.85
EF183548	11699	Vernon Design Group	Architectural Services	17/10/2025	2,450.00
EF183549	11701	Vibra Industrial Filtration Australasia	Filter Supplies	17/10/2025	1,078.00
EF183550	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	17/10/2025	214.50
EF183551	11789	Walga	Advertising/Training Services	17/10/2025	300.00
EF183552	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	17/10/2025	63,032.91
EF183553	11795	Western Power	Street Lighting Installation & Service	17/10/2025	28,636.00
EF183554	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	17/10/2025	9,311.68
EF183555	11841	Yangebup Family Centre Inc	Venue Hire / Grants & Donations	17/10/2025	1,235.00
EF183556	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	17/10/2025	5,387.96
EF183557	12153	Hays Personnel Services Pty Ltd	Employment Services	17/10/2025	22,623.40
EF183558	12207	Civica Pty Ltd	Software Support/Licence Fees	17/10/2025	3,548.16
EF183559	12249	Family Day Care Wa	Membership Renewal	17/10/2025	200.00
EF183560	12295	Stewart & Heaton Clothing Co. Pty Ltd	Clothing Supplies	17/10/2025	22.77
EF183561	13068	Standards Australia	Copyright Licensing	17/10/2025	2,670.67
EF183562	13475	The Trustee For Burgess Rawson Wa Unit Trust Burgess Rawson (Wa) Pty Ltd	Property Management	17/10/2025	41,217.46
EF183563	13590	Friends Of Woodman Point Recreation Camp	Historical Museum Operation With Tours	17/10/2025	750.00
EF183564	13779	Porter Consulting Engineers	Engineering Consultancy Services	17/10/2025	1,650.00
EF183565	13873	Cockburn Ses	Traffic Management Services	17/10/2025	944.37
EF183566	14350	Baileys Fertiliser	Fertiliser Supplies	17/10/2025	1,269.82
EF183567	14530	Donald Veal Consultants Pty Ltd	Consultancy Services	17/10/2025	28,035.89
EF183568	15393	Stratagreen	Hardware Supplies	17/10/2025	1,329.99
EF183569	15550	Apace Aid Inc	Plants & Landscaping Services	17/10/2025	1,175.63
EF183570	15746	Western Australia Police Service	Police Clearances	17/10/2025	246.40
EF183571	15772	The Trustee For The Parker Black & Forrest Unit Trust Parker Black & Forrest	Architectural Door Hardware Distributor	17/10/2025	190.85

EF183572	15786	Ad Engineering International Pty Ltd	Signs - Electronic	17/10/2025	1,144.00
EF183573	16064	Cms Engineering	Airconditioning Services	17/10/2025	42,083.99
EF183574	16107	Wren Oil	Waste Disposal Services	17/10/2025	382.80
EF183575	16698	Tidy Up	Rubbish Removal	17/10/2025	3,451.00
EF183576	16846	Action Glass & Aluminium	Glazing Services	17/10/2025	660.00
EF183577	17345	Kennards Hire - Myaree	Equipment Hire	17/10/2025	6,619.00
EF183578	18073	Paramount Security Services	Security Services	17/10/2025	255.20
EF183579	18126	Dell Australia Pty Ltd	Computer Hardware	17/10/2025	2,049.44
EF183580	18203	Natsync Environmental	Pest Control	17/10/2025	1,708.50
EF183581	18272	Austraclear Limited	Investment Services	17/10/2025	102.53
EF183582	18331	Wildflower Society Of Wa Inc. Wildflower Society Of Wa Inc. - Murdoch Branch	Grow Enjoy And Conserve Wildflowers	17/10/2025	550.00
EF183583	18533	Friends Of The Community Inc.	Catering Services	17/10/2025	1,096.50
EF183584	18799	Down To Earth Training & Assessing	Training Services	17/10/2025	1,850.00
EF183585	18962	Sealanes (1985) P/L	Catering Supplies	17/10/2025	1,971.61
EF183586	19496	Officer Woods Architects Pty Ltd	Architects	17/10/2025	47,686.14
EF183587	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	17/10/2025	2,501.19
EF183588	20535	Home-Grown Theatre	Drama Classes	17/10/2025	3,900.00
EF183589	20539	The Trustee For The Cox Architecture (Aust) Unit Trust Cox Architecture Pty Lt	Architecture	17/10/2025	4,950.00
EF183590	21744	Jb Hi Fi - Commercial	Electronic Equipment	17/10/2025	5,322.56
EF183591	21946	Ryan's Quality Meats	Meat Supplies	17/10/2025	1,918.99
EF183592	22106	Intelife Group	Services - Daip	17/10/2025	6,401.97
EF183593	22109	Public Libraries Western Australia Inc	Professional Organisation	17/10/2025	1,200.00
EF183594	22308	Department Of Primary Industries & Regional Development	Weed Control Services/Lab Analysis	17/10/2025	15,725.90
EF183595	22553	Brownes Food Operations	Catering Supplies	17/10/2025	813.04
EF183596	22623	Landmark Products Ltd	Landscape Infrastructure	17/10/2025	5,049.00
EF183597	22752	Elgas Limited	Gas Supplies	17/10/2025	587.10
EF183598	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies A000001	17/10/2025	128,013.50
EF183599	23288	Ariane Roemmele	Amusement - Children's Activities	17/10/2025	300.00
EF183600	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	17/10/2025	9,252.29
EF183601	23457	Totally Workwear Fremantle	Clothing - Uniforms	17/10/2025	2,947.84
EF183602	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	17/10/2025	32,379.13
EF183603	23579	Daimler Trucks Perth	Purchase Of New Truck	17/10/2025	3,565.52
EF183604	23685	Astro Synthetic Turf Pty Ltd	Site Inspections	17/10/2025	10,010.00
EF183605	23848	Greenbase Pty Ltd	Enviromental Consultancy	17/10/2025	4,136.00
EF183606	23968	Black Cockatoo Preservation Society Of Australia	Environmental Services	17/10/2025	440.00
EF183607	24156	Mastec Australia Pty Ltd	Purchase Of New Bins A001987 - C101151	17/10/2025	128,714.50
EF183608	24619	Vibrant Mcs Pty Ltd Mcs Security	Security Services	17/10/2025	16,834.96
EF183609	24655	Automasters Spearwood	Vehicle Servicing	17/10/2025	5,177.10
EF183610	24725	Feral Invasive Species Eradication Management	Eradication Management Services	17/10/2025	2,475.00
EF183611	24736	Zenien	Cctv Camera Licences	17/10/2025	2,338.38
EF183612	24949	Bitumen Surfacing The Trustee For Complete Road Services Trust	Bitumen Supplies	17/10/2025	541.75
EF183613	24974	Scott Print	Printing Services	17/10/2025	2,420.00
EF183614	25102	Fremantle Mobile Welding	Welding Services	17/10/2025	8,008.00
EF183615	25121	Imagesource Digital Solutions	Billboards	17/10/2025	932.80
EF183616	25201	Jtagz Pty Ltd	Wriststraps	17/10/2025	4,680.50
EF183617	25418	Cs Legal	Legal Services	17/10/2025	3,373.69
EF183618	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	17/10/2025	500.00
EF183619	25813	Lg Connect Pty Ltd	Erp Systems Development	17/10/2025	3,267.12
EF183620	26114	Grace Records Management	Records Management Services	17/10/2025	1,501.77

EF183621	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	17/10/2025	1,560.00
EF183622	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance C100899 - CON01	17/10/2025	185,332.03
EF183623	26314	Cpe Group	Temporary Employment Services	17/10/2025	1,030.60
EF183624	26449	Eco Shark Barrier Pty Ltd	Leasing Fee For Shark Barrier	17/10/2025	22,604.00
EF183625	26470	Scp Conservation	Fencing Services	17/10/2025	3,465.00
EF183626	26620	Gra Partners Pty Ltd	Consulting/Advisory	17/10/2025	1,237.50
EF183627	26625	Andover Detailers	Car Detailing Services	17/10/2025	1,405.95
EF183628	26679	La Mint Events & Catering	Catering	17/10/2025	431.75
EF183629	26705	Creative Adm	Marketing Services	17/10/2025	16,546.75
EF183630	26735	Shane Mcmaster Surveys	Survey Services	17/10/2025	2,420.00
EF183631	26757	Incredible Creatures Mobile Farm	Bringing Aninals To Shows For Public Int	17/10/2025	500.00
EF183632	26773	Laser Corps Combat Adventrues	Entry Fees	17/10/2025	1,185.00
EF183633	26782	Soft Landing	Recycling Services	17/10/2025	28,969.44
EF183634	26800	The Goods	Retail	17/10/2025	300.78
EF183635	26841	Blue Zoo	Management Consulting	17/10/2025	14,833.50
EF183636	26867	Einsteins Australia	Childrens Workshops	17/10/2025	825.00
EF183637	26875	Australian Institute Of Company Directors	Training/Instruction	17/10/2025	750.00
EF183638	26898	Spandex Asia Pacific Pty Ltd	Signage Supplier	17/10/2025	3,576.47
EF183639	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	17/10/2025	21,658.32
EF183640	26929	Elan Energy Matrix Pty Ltd	Recycling Services	17/10/2025	193.96
EF183641	26946	Av Truck Services Pty Ltd	Truck Dealership	17/10/2025	1,036.18
EF183642	26953	Rock And Roll Mountain Biking	Mountain Bike Tours	17/10/2025	1,586.20
EF183643	26978	Pte Group Pty Ltd Pte Group	Manufacturing	17/10/2025	57,822.90
EF183644	26983	Hitech Sports Pty Ltd	Sporting Equipment	17/10/2025	16,465.35
EF183645	26985	Access Icon Pty Ltd	Drainage Products	17/10/2025	12,537.80
EF183646	26988	Bladon Wa Pty Ltd	Promotional Products	17/10/2025	5,885.00
EF183647	27002	Cockburn Party Hire	Hire Services	17/10/2025	1,451.00
EF183648	27006	Bibra Lake Iga Xpress	Liquor Supplies	17/10/2025	545.94
EF183649	27010	Quantum Building Services Pty Ltd	Building Maintenance	17/10/2025	72,998.90
EF183650	27011	Baileys Marine Fuel Australia	Fuel	17/10/2025	863.00
EF183651	27028	Technogym Australia Pty Ltd	Fitness Equipment	17/10/2025	2,320.22
EF183652	27031	Downer Edi Works Pty Ltd	Asphalt Services	17/10/2025	2,157.52
EF183653	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	17/10/2025	10,498.21
EF183654	27054	Vocus Pty Ltd	Telecommunications	17/10/2025	7,074.26
EF183655	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	17/10/2025	880.11
EF183656	27065	Westbooks	Books	17/10/2025	2,684.66
EF183657	27082	Kulbardi Pty Ltd	Stationery Supplies	17/10/2025	2,663.66
EF183658	27085	Savills Project Management Pty Ltd	Project Management	17/10/2025	7,920.00
EF183659	27168	Nightlife Music Pty Ltd	Music Management	17/10/2025	465.53
EF183660	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	17/10/2025	18,929.96
EF183661	27201	Wfs Australia Pty Ltd	Software	17/10/2025	908.51
EF183662	27241	Landscape Elements	Landscaping Services	17/10/2025	88,091.51
EF183663	27246	Veale Auto Parts	Spare Parts Mechanical	17/10/2025	508.60
EF183664	27269	Payrix Australia	Payment Processing	17/10/2025	16,988.04
EF183665	27275	Hospitality Total Services	Hospitality Consultants	17/10/2025	2,674.10
EF183666	27346	Office Line	Furniture Office	17/10/2025	541.20
EF183667	27374	Southern Cross Cleaning	Commercial Cleaning	17/10/2025	23,918.25
EF183668	27385	Programmed Electrical Technologies	Electrical Services	17/10/2025	5,525.26
EF183669	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	17/10/2025	5,392.44

EF183670	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irragation Services	17/10/2025	4,422.00
EF183671	27462	Octagon Lifts Pty Ltd	Lift Installation, Service And Repairs	17/10/2025	10,670.00
EF183672	27463	Agile Dogs	Dog Training	17/10/2025	880.00
EF183673	27507	Serco Facilities Management Pty Ltd	Cleaning Services C100831 - CON01	17/10/2025	226,675.28
EF183674	27539	Jasmin Carpentry & Maintenance	Carpentry	17/10/2025	3,647.71
EF183675	27546	Bpa Engineering	Consultancy - Engineering	17/10/2025	7,843.00
EF183676	27566	Thuroona Services	Asbestos Removal	17/10/2025	5,021.39
EF183677	27579	Soco Studios	Photography Services	17/10/2025	3,465.00
EF183678	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	17/10/2025	13,200.00
EF183679	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	17/10/2025	1,694.00
EF183680	27613	Redimed Pty Ltd	Medical & Health Services	17/10/2025	6,468.00
EF183681	27617	Atturra Business Applications	Consultancy - It	17/10/2025	15,400.00
EF183682	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	17/10/2025	6,672.60
EF183683	27684	Jani Murphy Pty Ltd	Training	17/10/2025	3,171.58
EF183684	27695	Qtm Pty Ltd	Traffic Management	17/10/2025	20,414.94
EF183685	27757	Ground Support Systems (Aust)	Shoring Equipment	17/10/2025	38,572.49
EF183686	27797	City Lift Services Pty Ltd	Lift Maintenance	17/10/2025	1,804.00
EF183687	27806	Creative Canary	Web Hosting	17/10/2025	88.00
EF183688	27829	Smec Australia Pty Ltd	Consultancy - Engineering C100751 - A000078	17/10/2025	96,674.66
EF183689	27850	Dowsing Group Pty Ltd	Concreting Services	17/10/2025	10,781.63
EF183690	27865	Colliers International Engineering & Design (Wa) Pty Limited	Engineering Services	17/10/2025	2,508.00
EF183691	27914	Fleetcare	Software	17/10/2025	22.00
EF183692	27917	Go Doors Advanced Automation	Door Maintenance & Repair	17/10/2025	39,520.90
EF183693	27953	Truckline	Spare Parts, Truck/Trailer	17/10/2025	80.40
EF183694	27965	Stantec Australia Pty Ltd	Engineering Services	17/10/2025	27,084.20
EF183695	27969	Perfect Gym Solutions	Software For Gym's	17/10/2025	76,320.42
EF183696	28006	Terra Firma Laboratories (Wa)	Construction Materials Testing	17/10/2025	55,786.50
EF183697	28031	Brandon's Shredding Boxes	Recycling	17/10/2025	125.00
EF183698	28047	Mitchell Garlett	Ceremonial Services	17/10/2025	1,450.00
EF183699	28049	Copy Magic	Printing Services	17/10/2025	7,544.38
EF183700	28055	Alison Bannister Career Coaching	Career Coaching	17/10/2025	544.50
EF183701	28061	Go2cup	Paper Cups	17/10/2025	2,486.00
EF183702	28080	Yacht Grot 1985 Pty Ltd	Marine	17/10/2025	113.41
EF183703	28086	Gfg Consulting	Consultancy	17/10/2025	6,860.00
EF183704	28168	Sifting Sands	Sand Cleaning	17/10/2025	29,947.28
EF183705	28191	Enviro Sweep	Sweeping Services	17/10/2025	17,652.30
EF183706	28196	Brightmark Group Pty Ltd	Cleaning Services	17/10/2025	34,692.85
EF183707	28201	Select Fresh	Food Supplies	17/10/2025	566.54
EF183708	28211	Nordic Fitness Equipment	Fitness Equipment	17/10/2025	3,270.00
EF183709	28215	Complete Office Supplies Pty Ltd	Stationery	17/10/2025	1,732.05
EF183710	28218	Laminar Capital Pty Ltd	Financial Services	17/10/2025	1,529.00
EF183711	28231	Typeset Pty Ltd	Editorial And Business Communications Se	17/10/2025	1,595.00
EF183712	28241	Swift Flow Pty Ltd	Plumbing	17/10/2025	22,023.22
EF183713	28251	Kids Just Wanna Have Fun Amusement Hire	Hire Services	17/10/2025	1,700.00
EF183714	28254	Cleantex Pty Ltd	Laundry Service	17/10/2025	2,042.21
EF183715	28265	Tree Care Wa	Vegetation Maintenance Services A001363	17/10/2025	153,458.11
EF183716	28277	Gesha Coffee Co	Coffee Supplies	17/10/2025	2,565.87
EF183717	28287	All Lines	Linemarking	17/10/2025	935.00
EF183718	28294	Catia Dolzadelli	Artist	17/10/2025	540.00

EF183719	28297	Techbrain	It Consultancy	17/10/2025	492.46
EF183720	28303	Miracle Recreation Equipment	Playground Equipment	17/10/2025	3,245.00
EF183721	28332	Kito Sustainability	Consultancy - Sustainability	17/10/2025	850.00
EF183722	28343	Hemsley Paterson	Valuation Services	17/10/2025	3,850.00
EF183723	28344	Seat Shop Wa Pty Ltd	Repairs And Replacements To Heavy Fleet	17/10/2025	752.72
EF183724	28351	Clever Designs Uniforms	Clothing	17/10/2025	1,602.94
EF183725	28359	P&M Automotive Equipment	Hoist Servicing	17/10/2025	317.37
EF183726	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	17/10/2025	275.00
EF183727	28371	Flexi Staff	Employment Services	17/10/2025	47,216.07
EF183728	28381	Sandwai Pty Ltd	Software	17/10/2025	1,871.10
EF183729	28390	Logo Appointments	Employment Services	17/10/2025	2,393.69
EF183730	28409	Sanpoint Pty Ltd (Ld Total)	Landscape Services	17/10/2025	36,108.33
EF183731	28426	Power Paving Pty Ltd	Paving Services	17/10/2025	7,260.00
EF183732	28428	Wa Bolts Pty Ltd	Fixings & Fasteners	17/10/2025	532.40
EF183733	28437	Building & Industrial Cleaning Services	Cleaning Services	17/10/2025	71.85
EF183734	28454	Aussie Natural Spring Water	Water Supplies	17/10/2025	216.60
EF183735	28470	Pwd	Web Development And Digital Marketing	17/10/2025	148.50
EF183736	28516	Classic Hire	Equipment Hire	17/10/2025	416.90
EF183737	28522	Bing Technologies Pty Ltd	Mailing Services	17/10/2025	662.08
EF183738	28525	Noma Pty Ltd	Architecture	17/10/2025	1,237.50
EF183739	28527	Insight Urbanism	Urban Design/ Design Management	17/10/2025	720.00
EF183740	28534	Mrs Tania Holland	Teaching Craft	17/10/2025	900.00
EF183741	28569	Choiceone Pty Ltd	Recruitment Services	17/10/2025	56,153.88
EF183742	28578	Mecca Sports	Uniforms, Sports Equipment & Banners	17/10/2025	1,749.00
EF183743	28593	Milliyaan Aboriginal Services	Cultural Education & Consultancy Service	17/10/2025	988.63
EF183744	28616	Led Signs	Digital Signs And Displays	17/10/2025	550.00
EF183745	28621	Imprint Plastic	Printing	17/10/2025	222.20
EF183746	28622	Hatch Pty Ltd	Engineering Services	17/10/2025	3,728.84
EF183747	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	17/10/2025	19,822.16
EF183748	28645	360 Artist Logistics Pty Ltd	Events And Entertainment	17/10/2025	9,350.00
EF183749	28652	Omnicom Media Group Australia Pty Ltd Omnicom Media Group Australia Pty L	Media And Advertising Services	17/10/2025	5,843.51
EF183750	28670	Ross Vegas	Art	17/10/2025	1,000.00
EF183751	28674	Recfishwest	Peak Body For Recreational Fishing	17/10/2025	4,750.00
EF183752	28679	Creditor Watch Pty Ltd	Credit Bureau	17/10/2025	1,624.00
EF183753	28708	Ultimo Catering & Events Pty Ltd	Catering & Events	17/10/2025	1,689.00
EF183754	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	17/10/2025	193.88
EF183755	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	17/10/2025	5,585.00
EF183756	28769	Blak Line Industries Pty Ltd Blak Line Industries	Print Management Within The Print & Grap	17/10/2025	7,766.00
EF183757	28771	Safety Australia Group Pty Ltd	Training And Recruitment	17/10/2025	4,662.90
EF183758	28785	Sanity Music Stores Pty Ltd Sanity Entertainment	Retail Of Entertainment Products	17/10/2025	39.99
EF183759	28791	The Jessen Group Pty Ltd Slimline Warehouse Display Shop	Sales	17/10/2025	1,192.27
EF183760	28823	Synergy Business Systems Pty Ltd Boss Industrial	Industrial Supply	17/10/2025	2,900.91
EF183761	28825	Specialist Trailer Builders Pty Ltd Osborne Motor Bodies	Repairers	17/10/2025	1,375.00
EF183762	28831	Safepath Pty Ltd	Concrete Footpath Grinding To Remove T	17/10/2025	4,688.75
EF183763	28852	Cti Couriers Pty Ltd	Courier Services	17/10/2025	310.07
EF183764	28862	M & B Excavations Pty Ltd	Civil Construction	17/10/2025	11,143.00
EF183765	28887	The Trustee For Stallworthy Business Trust Your Reformer	Reformer Pilates Manufacturer And Distri	17/10/2025	588.00
EF183766	28892	Jet Torque Marine Pty Ltd Jet Torque Marine Pty Ltd	Rigid Inflatable Boat Sales	17/10/2025	1,485.00
EF183767	28897	Mcleods Lawyers Pty Ltd Mcleods Lawyers	Legal Service	17/10/2025	5,535.10

EF183768	28902	Biota Environmental Sciences Pty Ltd Biota Environmental Sciences Pty Ltd	Environmental Consultancy	17/10/2025	17,861.96
EF183769	28927	Veolia Recycling & Recovery (Perth) Pty Ltd Veolia Recycling & Recovery (Pert	Waste Recycling And Recovery	17/10/2025	14,969.91
EF183770	28932	Pure Environmental Wa Pty Ltd	Waste Oils & Hydrocarbons	17/10/2025	3,974.30
EF183771	28947	Baroness Holdings Pty Ltd Tree Planting And Watering	Tree Watering	17/10/2025	59,567.51
EF183772	28953	Shane Nicholas Tognolini - Freeway Water Dan The Bike Man	Water Cartage	17/10/2025	192.50
EF183773	28967	D.V Battams & Others Hopgoodganim Lawyers	Legal Services	17/10/2025	1,170.69
EF183774	28981	Chalcedony Investments Pty Ltd Interlink Training	Training - Vocational Education	17/10/2025	7,875.00
EF183775	29000	Tradecorp Acquisition Co. Pty Ltd Tradecorp Acquisition Co. Pty Ltd Ta Abc Co	Shipping Containers	17/10/2025	7,111.50
EF183776	29026	Suzette Collective Pty Ltd Suzette Collective T/A Suzette Events	Events - Catering And Music Management	17/10/2025	620.00
EF183777	29028	Booktopia Direct Pty Ltd Booktopia	Retail: Book Sales	17/10/2025	17.81
EF183778	29029	Jrc Paving And Landscaping Pty Ltd	Paving And Landscaping	17/10/2025	880.00
EF183779	29032	Site Sentry Pty Ltd	Security Services	17/10/2025	1,257.30
EF183780	29047	Youth Disability Advocacy Network (Ydan)	Youth Advocacy Services	17/10/2025	4,900.00
EF183781	29062	Hannah Frances Smith Budding Concepts	Horticultural And Gardening Advice, Cons	17/10/2025	762.50
EF183782	29072	The Trustee For The Smirk Communications Trust Ejan Communications	Communications And Installations	17/10/2025	2,249.83
EF183783	29080	The Trustee For Essemy Unit Trust	Business Improvement And Organisational	17/10/2025	2,832.50
EF183784	29083	Tango Information Technology Pty Ltd Tango It	It Consulting	17/10/2025	21,450.00
EF183785	29107	Michelle Lorraine Kember-Imrie	Online Communications Consultancy	17/10/2025	2,645.50
EF183786	29127	Global Workwear Investments Pty Ltd Totally Workwear	Workwear	17/10/2025	2,787.89
EF183787	29128	The Trustee For The Hayley Family Trust - Bricks 4 Kidz Appl Bricks 4 Kidz App	Stem Education Services	17/10/2025	2,039.40
EF183788	29143	Dell Financial Services Pty Ltd	Financing A001532 - C101051	17/10/2025	108,449.45
EF183789	29145	The Trustee For Xlr8 Trust	Fitness And Wellbeing	17/10/2025	990.00
EF183790	29146	The Hoops Factory Pty Ltd	Basketball Training Facility	17/10/2025	528.00
EF183791	29163	Chanthira Sekar Suppiah	Running Cartooning/Creativity Workshops	17/10/2025	350.00
EF183792	29173	Mcguire, Vaughn Joshua Aboriginal Services Australia	Cultural Advisory	17/10/2025	605.00
EF183793	29174	Mushroom Pictures Pty Mushroom Pictures	Film Distribution	17/10/2025	330.00
EF183794	29184	The Trustee For S & F Pawley Family Trust Sustainable Outdoors	Native Landscaping	17/10/2025	4,455.00
EF183795	29189	Malcolm Melvino Van Wyk Primetime Dog Training	Dog Training	17/10/2025	500.00
EF183796	29193	Great Jessica Bailey Jessica Bailey	Personal Development Services	17/10/2025	699.00
EF183797	29198	D & E Air Conditioning Pty Limited	Hvac - Mechanical Services A001973 - C101109	17/10/2025	214,709.00
EF183798	29201	Planet Of The Shapes Paperscout	Graphic Design	17/10/2025	4,004.00
EF183799	29206	Scerri, Joe Anthony Studio Scerri	Graphic Design	17/10/2025	3,520.00
EF183800	29207	Nexlaw Pty Ltd	Legal Ai Pilot	17/10/2025	3,281.46
EF183801	29213	Sheep In Wolves Clothing Pty Ltd Performance Driving Australia	Driver Training	17/10/2025	9,790.00
EF183802	29215	Eco Environmental Holdings Pty Ltd Eco Environmental	Envionmental Monitoring Equipment	17/10/2025	77.00
EF183803	29217	People And Property Enterprises Pty Ltd Property Fire Maintenance	Fire Protection Services	17/10/2025	8,023.97
EF183804	29223	Agristart Pty Ltd Innovation Cluster	Program Management Services	17/10/2025	8,464.20
EF183805	29225	Gavin John Bryden A. P. Worx Aquarium & Pond Maintenance	Aquarium & Pond Maintenance	17/10/2025	104.50
EF183806	29228	Source Business Partners Pty Ltd Source Business Partners	Professional Services	17/10/2025	14,465.14
EF183807	29232	Altrum Pty Ltd Engineered Efficiency	Engineering Services	17/10/2025	3,429.31
EF183808	29236	Data Signs Pty Ltd	Manufacturing	17/10/2025	536.80
EF183809	29245	Realbuilt Partners Pty Ltd	Building Consultancy And Project Managem	17/10/2025	22,996.41
EF183810	29252	Veolia Water Operations Pty Ltd Allpipe Technologies	Drainage Technicians	17/10/2025	16,120.50
EF183811	29255	Little Paws Yoga Co Mcstay, Chloe Catherine	Yoga/Wellness Business	17/10/2025	677.00
EF183812	29269	Contra-Flow Pty Ltd	Traffic Management Services	17/10/2025	24,124.92
EF183813	29270	Western Australian Tennis Association Inc Tennis West	Tennis	17/10/2025	1,098.90
EF183814	29280	Mount Auto Equip Services Pty Ltd	Automotive Machine	17/10/2025	7,579.00
EF183815	29281	Aegis Health Medical Centre Pty Ltd	Medical Support	17/10/2025	7,175.63
EF183816	29282	Leverock Pty Ltd Sportsworld Of Wa	Swim Gear	17/10/2025	5,762.35

EF183817	29287	Wolf & Swine Pty Ltd Swan Event Hire	Events	17/10/2025	6,541.00
EF183818	29289	Michelle Alison Johnston Michelle Johnston	Writer	17/10/2025	325.00
EF183819	29290	Susan Ann Flavell Susan Flavell	Artist	17/10/2025	500.00
EF183820	29301	Medhealth Pty Limited Mlcoa	Independent Medical Examinations (Ime Re	17/10/2025	4,251.50
EF183821	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	21/10/2025	1,403.64
EF183822	26987	Cti Risk Management	Security - Cash Collection	21/10/2025	1,584.40
EF183823	27222	Ashton Safety Health Environment	Safety, Health, Environment Consulting	21/10/2025	13,728.00
EF183824	29062	Hannah Frances Smith Budding Concepts	Horticultural And Gardening Advice, Cons	21/10/2025	762.50
EF183825	99997	A Peck And A Warne	Reimbursement Of A 200 Litre Drum	21/10/2025	82.50
EF183826	99997	Jjj Metal Recycling	Refund For Overcharge At Hwrp	21/10/2025	768.30
EF183827	27277	Department Of Water And Environmental Regulation	Quarterly Land Fill Levy	28/10/2025	1,778,605.38
EF183828	10152	Aust Services Union	Payroll Deductions	27/10/2025	673.00
EF183829	10154	Australian Taxation Office	Payroll Deductions	27/10/2025	622,248.00
EF183830	10305	Child Support Agency	Payroll Deductions	27/10/2025	4,186.90
EF183831	19726	Health Insurance Fund Of Wa	Payroll Deductions	27/10/2025	756.35
EF183832	27874	Smartsalary	Salary Packaging/Leasing Administration	27/10/2025	14,660.87
EF183833	28458	Easi Group	Novated Leasing	27/10/2025	20,086.22
EF183834	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgrceu	Union	27/10/2025	48.00
EF183835	28890	Construction Forestry Mining Energy Union - Construction & G Cfmeu Wa - Cor	Payroll Deductions	27/10/2025	30.00
EF183836	25063	Superior Pak Pty Ltd	Vehicle Maintenance	28/10/2025	1,994.34
EF183837	25800	Telus Health (Australia) Pty Ltd Telus Health (Bg Australia) Pty Ltd	Employee Assistance Provider (Eap	28/10/2025	35,970.00
EF183838	26987	Cti Risk Management	Security - Cash Collection	28/10/2025	190.45
EF183839	29317	Une Partnerships Pty Ltd	Study Fees	28/10/2025	6,291.00
EF183840	27492	Superchoice Services Pty Limited	Payroll Deductions	28/10/2025	915,165.70
EF183841	88888	Angelo Caranna	Bond refunds	31/10/2025	500.00
EF183842	88888	Redaso Pty Ltd Redaso Asset Trust	Bond refunds	31/10/2025	500.00
EF183843	88888	Redaso Pty Ltd Atf Redaso Asset Trust	Bond refunds	31/10/2025	500.00
EF183844	88888	P R & S Mann	Bond refunds	31/10/2025	500.00
EF183845	88888	Lloyd Richardson	Bond refunds	31/10/2025	500.00
EF183846	88888	Gregorius Tan	Bond refunds	31/10/2025	8,687.50
EF183847	88888	Firm Construction Pty Ltd	Bond refunds	31/10/2025	166.65
EF183848	88888	Justin Hardy	Bond refunds	31/10/2025	500.00
EF183849	88888	Nr And Nm Kirby	Bond refunds	31/10/2025	500.00
EF183850	88888	Shane Wormall	Bond refunds	31/10/2025	500.00
EF183851	88888	Accent Nominees Pl	Bond refunds	31/10/2025	500.00
EF183852	88888	Gary Palma	Bond refunds	31/10/2025	500.00
EF183853	88888	Ashley D Wilson	Bond refunds	31/10/2025	500.00
EF183854	88888	Chris Simpson	Bond refunds	31/10/2025	500.00
EF183855	88888	Antonino Mangano	Bond refunds	31/10/2025	500.00
EF183856	88888	Samuel L Johns	Bond refunds	31/10/2025	500.00
EF183857	88888	Stainless Steel Monument Co	Bond refunds	31/10/2025	500.00
EF183858	88888	Qube Hammond West And Qube Wattleup Jv	Bond refunds	31/10/2025	11,662.99
EF183859	88888	Qube Hammond Link Pty Ltd	Bond refunds	31/10/2025	13,067.67
EF183860	88888	N R Constable	Bond refunds	31/10/2025	500.00
EF183861	88888	D N Long	Bond refunds	31/10/2025	500.00
EF183862	88888	Quay Trade Logistics	Bond refunds	31/10/2025	500.00
EF183863	88888	Quay Trade Logistics	Bond refunds	31/10/2025	500.00
EF183864	99997	Dj Sd Batchelor	Habitat For Homes Bird Bath Rebate	31/10/2025	22.99
EF183865	99997	Ka Ho Ng	Cctv Residential Rebate	31/10/2025	500.00

EF183866	99997	Rocky Collins	Cctv Residential Rebate	31/10/2025	500.00
EF183867	99997	Mira And Dusan Vignjevic	Cctv Residential Rebate	31/10/2025	500.00
EF183868	99997	Paul And Kylie Grosvenor	Cctv Residential Rebate	31/10/2025	500.00
EF183869	99997	Jeremy Jagersberger	Cctv Residential Rebate	31/10/2025	500.00
EF183870	99997	Sunil Goyal	Cctv Residential Rebate	31/10/2025	500.00
EF183871	99997	Ryan Ee	Cctv Residential Rebate	31/10/2025	500.00
EF183872	99997	Dheeraj Rajan	Cctv Residential Rebate	31/10/2025	499.50
EF183873	99997	Paul Lim	Cctv Residential Rebate	31/10/2025	500.00
EF183874	99997	Sourav Bhattacharjee	Cctv Residential Rebate	31/10/2025	500.00
EF183875	99997	Lovejeet Singh Samra	Cctv Residential Rebate	31/10/2025	500.00
EF183876	99997	Tiago De Oliveira	Refund Book	31/10/2025	6.60
EF183877	99997	Robert Mirco & Lee Narelle Mirco	Bird Bath Rebate	31/10/2025	50.00
EF183878	99997	Brian Hornsby	Compost Bin Rebate	31/10/2025	50.00
EF183879	99997	Karon Buljan	Bird Bath Rebate Refund	31/10/2025	24.75
EF183880	99997	Bibra Lake Residents Association	Sundowner Flyer Delegated Auth. Lgacs7	31/10/2025	351.49
EF183881	99997	Treeby Community Association Inc.	Resident Groups Grant Program 2526Rggp18	31/10/2025	4,366.90
EF183882	99997	Servau Offcl. Departmental Recpts&Paymen	Document Number : 180170236	31/10/2025	214.83
EF183883	99997	Brian Hornsby	Bird Bath Rebate Refund	31/10/2025	49.99
EF183884	99997	Stephanie Croce	Bird Bath Rebate Refund	31/10/2025	24.75
EF183885	99997	Deanne Johnson	Bird Bath Rebate Refund	31/10/2025	49.99
EF183886	99997	Serbian Community Krajina Inc.	Small Events Sponsorship 2526-Ses13	31/10/2025	2,697.00
EF183887	99997	Benjamin Vale	Individual Sponsorship For Benjamin Vale	31/10/2025	600.00
EF183888	99997	Ra And Jc Jeggo	Hose Stand Refund – D103	31/10/2025	100.00
EF183889	99997	Ra And Jc Jeggo	Pen Fee Refund – D103	31/10/2025	11,895.00
EF183890	99997	Lakeland Senior High School	Invoice 13866 - Sustainability Grant	31/10/2025	2,841.80
EF183891	99997	Catherine Point Community Group Inc	Residents Group Grant Program - Rh0001	31/10/2025	800.00
EF183892	99997	P Perina & Q E Hutchinson	Waterwise Verge Scheme Rebate Amendment	31/10/2025	159.00
EF183893	99997	Jason Cecchi	Crossover Rebate Refund	31/10/2025	500.00
EF183894	99997	Annette Clark	Refund Book	31/10/2025	8.80
EF183895	99997	Adam Espinoza	Crossover Rebate Refund	31/10/2025	500.00
EF183896	99997	Curling Wa	Sports Equipment Grant	31/10/2025	658.25
EF183897	99997	Yangebup Knights Junior Ball Club Inc	Sports Equipment Grant	31/10/2025	1,000.00
EF183898	99997	Western Flames Ice Racing Club	Sports Equipment Grant	31/10/2025	1,000.00
EF183899	99997	James Williams	Reimbursement For Stationery	31/10/2025	309.15
EF183900	99997	Pauline Hunt	Waterwise Verge Scheme Rebate	31/10/2025	500.00
EF183901	99997	Renae George	Waterwise Verge Scheme Rebate	31/10/2025	150.00
EF183902	99997	Max Neylon	Waterwise Verge Scheme Rebate	31/10/2025	150.00
EF183903	99997	Sara Mcnamara	Waterwise Verge Scheme Rebate	31/10/2025	250.00
EF183904	99997	Adam Lin	Waterwise Verge Scheme Rebate	31/10/2025	500.00
EF183905	99997	A & C Francis	Hose Stand Refund	31/10/2025	100.00
EF183906	99997	Mark & Joan De Castro	Reimbursement Of Massage Payment	31/10/2025	450.00
EF183907	99997	Ana De Sousa	Senior Security Rebate	31/10/2025	200.00
EF183908	99997	Herman Koch	Senior Security Rebate	31/10/2025	100.00
EF183909	99997	Angelina Lopresti	Senior Security Rebate	31/10/2025	500.00
EF183910	99997	Malcolm Ellis	Senior Security Rebate	31/10/2025	500.00
EF183911	99997	Ivica Perica	Senior Security Rebate	31/10/2025	300.00
EF183912	99997	Pauline Bonafilia	Senior Security Rebate	31/10/2025	100.00
EF183913	99997	Leigh Thevissen	Senior Security Rebate	31/10/2025	100.00
EF183914	99997	Susan Millar	Senior Security Rebate	31/10/2025	45.00

EF183915	99997	Barbara Liddell	Senior Security Rebate	31/10/2025	180.00
EF183916	99997	Abigail Marshall	Compost Bin Rebate	31/10/2025	49.95
EF183917	99997	Paul Wallen	Cctv Residentail Rebate	31/10/2025	500.00
EF183918	99997	Adrian Schubert	Cctv Residentail Rebate	31/10/2025	500.00
EF183919	99997	Lok Hang Ng	Cctv Residentail Rebate	31/10/2025	500.00
EF183920	99997	Annette Jacobs	Cctv Residentail Rebate	31/10/2025	500.00
EF183921	99997	Gail I Binns	Bird Bath Rebate Refund	31/10/2025	24.75
EF183922	99997	Danielle Wade	Bird Bath Rebate Refund	31/10/2025	49.99
EF183923	99997	Victoria A Clifford	Bird Bath Rebate Refund	31/10/2025	29.99
EF183924	99997	Rex Hancock	Bird Bath Rebate Refund	31/10/2025	50.00
EF183925	99997	Sandi Garvie	Ex-Gratia Reimbursement - Broken Lamp	31/10/2025	310.28
EF183926	99997	Connecting South Lake Inc	Resident Groups Grant Program	31/10/2025	3,662.00
EF183927	99997	A Peck And A Warne	Reimbursement Of Biscuits And Fuel	31/10/2025	141.62
EF183928	99997	Laura Hutchinson	Reimbursement - Teddy Bear'S Picnic	31/10/2025	103.35
EF183929	99997	Emma Eagleton	Waterwise Verge Scheme Rebate	31/10/2025	250.00
EF183930	99997	Joshua De Mamiel	Bird Bath Rebate Refund	31/10/2025	49.99
EF183931	99997	Cameron D And Bridget L Reeve	Bird Bath Rebate Refund	31/10/2025	49.99
EF183932	99997	Ebben Law	Waterwise Verge Scheme Rebate	31/10/2025	247.50
EF183933	99997	Renae George	Waterwise Verge Scheme Rebate	31/10/2025	100.00
EF183934	99997	Kylie Tanner	Reimbursement - Course Fees	31/10/2025	1,062.00
EF183935	99997	Alex Corinaldesi	Reimbursement Of Fees	31/10/2025	1,164.00
EF183936	11867	Kevin John Allen	Elected Member Sitting Fees & Allowances	31/10/2025	6,456.67
EF183937	12740	Logan Howlett	Elected Member Sitting Fees & Allowances	31/10/2025	16,310.75
EF183938	19059	Carol Reeve-Fowkes	Elected Member Sitting Fees & Allowances	31/10/2025	6,470.75
EF183939	25353	Philip Eva	Elected Member Sitting Fees & Allowances	31/10/2025	6,456.67
EF183940	27326	Michael Separovich	Elected Member Sitting Fees & Allowances	31/10/2025	1,716.77
EF183941	27327	Chontelle Stone	Elected Member Sitting Fees & Allowances	31/10/2025	8,348.06
EF183942	27871	Tom Widenbar	Elected Member Sitting Fees & Allowances	31/10/2025	6,456.67
EF183943	27872	Phoebe Corke	Elected Member Sitting Fees & Allowances	31/10/2025	6,821.17
EF183944	28238	Tarun Dewan	Elected Member Sitting Fees & Allowances	31/10/2025	6,456.67
EF183945	28717	Carol Lechun Zhang	Elected Member Sitting Fees & Allowances	31/10/2025	6,659.83
EF183946	29319	Hilda G Srhoy	Elected Member	31/10/2025	4,739.89
EF183947	11758	Req Officers Do Not Use - Water Corp Utility Account Only - Please Refer To 1	Water Usage / Sundry Charges	31/10/2025	10,159.98
EF183948	11760	Water Corporation	Sewer Easement	31/10/2025	51,949.22
EF183949	11794	Synergy	Electricity Usage/Supplies	31/10/2025	49,802.99
EF183950	28571	Perth Energy Pty Ltd	Energy Supply	31/10/2025	2,450.13
EF183951	10082	Armandos Sports	Sporting Goods	31/10/2025	239.88
EF183952	10097	Blackwoods Atkins	Engineering Supplies	31/10/2025	826.05
EF183953	10184	Benara Nurseries	Plants	31/10/2025	7,969.14
EF183954	10207	Boc Gases	Gas Supplies	31/10/2025	2,603.40
EF183955	10226	Bridgestone Australia Ltd	Tyre Services	31/10/2025	42,139.60
EF183956	10239	Busby Investments Pty Ltd. Budget Rent A Car - Perth	Motor Vehicle Hire	31/10/2025	2,690.07
EF183957	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	31/10/2025	1,888.62
EF183958	10247	Bunzl Australia Ltd	Paper/Plastic/Cleaning Supplies	31/10/2025	98.23
EF183959	10333	Cjd Equipment Pty Ltd	Hardware Supplies	31/10/2025	11,631.35
EF183960	10352	Cockburn Bowling & Recreational Club Inc Cockburn Barc	Recreation Club	31/10/2025	210.00
EF183961	10368	Cockburn Wetlands Education Centre	Community Grant	31/10/2025	3,300.00
EF183962	10483	Landgate	Mapping/Land Title Searches	31/10/2025	1,928.32
EF183963	10526	E & Mj Rosher Pty Ltd	Mower Equipment	31/10/2025	5,377.05

EF183964	10535	Workpower Incorporated	Employment Services - Planting	31/10/2025	921.25
EF183965	10589	Fines Enforcement Registry	Fines Enforcement Fees	31/10/2025	4,513.50
EF183966	10683	Gronbek Security	Locksmith Services	31/10/2025	14,428.96
EF183967	10794	Jason Signmakers	Signs	31/10/2025	15,158.65
EF183968	10804	Jba Surveys	Land Surveying Services	31/10/2025	5,170.00
EF183969	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	31/10/2025	26,625.72
EF183970	10918	Main Roads Wa	Repairs/Maintenance/Funding Contribution	31/10/2025	37,911.62
EF183971	10923	Major Motors Pty Ltd	Repairs/Maintenance Services	31/10/2025	4,193.01
EF183972	10991	Beacon Equipment	Mowing Equipment	31/10/2025	8,853.40
EF183973	11036	Northlake Electrical Pty Ltd	Electrical Services	31/10/2025	38,919.48
EF183974	11177	Pitney Bowes Australia Pty Ltd	Gis Software	31/10/2025	1,171.50
EF183975	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	31/10/2025	3,324.20
EF183976	11307	Satellite Security Services Pty Ltd	Security Services	31/10/2025	8,762.49
EF183977	11387	Bibra Lake Soils	Soil & Limestone Supplies	31/10/2025	367.00
EF183978	11399	South Coogee Volunteer Bushfire Brigade	Expense Reimbursements	31/10/2025	2,977.48
EF183979	11625	Nutrien Water	Reticulation Supplies	31/10/2025	6,888.05
EF183980	11642	Trailer Parts Pty Ltd	Trailer Parts	31/10/2025	242.58
EF183981	11701	Vibra Industrial Filtration Australasia	Filter Supplies	31/10/2025	537.90
EF183982	11722	Wa Hino Sales & Service	Purchase Of New Trucks / Maintenance	31/10/2025	544.10
EF183983	11787	Department Of Transport	Vehicle Search Fees	31/10/2025	351.90
EF183984	11789	Walga	Advertising/Training Services	31/10/2025	5,600.67
EF183985	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	31/10/2025	60,911.19
EF183986	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	31/10/2025	64,409.61
EF183987	11841	Yangebup Family Centre Inc	Venue Hire / Grants & Donations	31/10/2025	1,768.80
EF183988	11985	Ivo Grubelich	Bus Hire	31/10/2025	5,692.50
EF183989	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	31/10/2025	2,585.79
EF183990	12028	City Of Armadale	Animal Disposal Services	31/10/2025	390.02
EF183991	12153	Hays Personnel Services Pty Ltd	Employment Services	31/10/2025	21,704.00
EF183992	12295	Stewart & Heaton Clothing Co. Pty Ltd	Clothing Supplies	31/10/2025	1,877.55
EF183993	13475	The Trustee For Burgess Rawson Wa Unit Trust Burgess Rawson (Wa) Pty Ltd	Property Management	31/10/2025	62,737.13
EF183994	13558	Etc Solutions	Consultants Services	31/10/2025	14,069.00
EF183995	13618	City Of Belmont	Replacement Of Lost/Damaged Books	31/10/2025	15,895.00
EF183996	13671	Winc Australia Pty Ltd	Office/Stationery Supplies	31/10/2025	5,405.40
EF183997	13825	Jackson Mcdonald	Legal Services	31/10/2025	994.95
EF183998	14350	Baileys Fertiliser	Fertiliser Supplies	31/10/2025	3,795.00
EF183999	14530	Donald Veal Consultants Pty Ltd	Consultancy Services	31/10/2025	8,240.00
EF184000	15393	Stratagreen	Hardware Supplies	31/10/2025	4,752.00
EF184001	15550	Apace Aid Inc	Plants & Landscaping Services	31/10/2025	50.00
EF184002	15588	Natural Area Consulting Management Services	Weed Spraying	31/10/2025	3,116.05
EF184003	15772	The Trustee For The Parker Black & Forrest Unit Trust Parker Black & Forrest	Architectural Door Hardware Distributor	31/10/2025	2,527.64
EF184004	15850	Ecoscape Australia Pty Ltd	Environmental Consultancy	31/10/2025	1,048.30
EF184005	16064	Cms Engineering	Airconditioning Services	31/10/2025	12,061.04
EF184006	16107	Wren Oil	Waste Disposal Services	31/10/2025	422.40
EF184007	16432	Scarvaci's Iga	Groceries	31/10/2025	600.00
EF184008	16698	Tidy Up	Rubbish Removal	31/10/2025	335.00
EF184009	16979	Japanese Truck And Bus Spares Pty Ltd	Spare Parts - Automotive	31/10/2025	154.15
EF184010	16985	Wa Premix	Concrete Supplies	31/10/2025	792.01
EF184011	17345	Kennards Hire - Myaree	Equipment Hire	31/10/2025	2,400.00
EF184012	18040	Constable Care Foundation	Educating Children And Young People By P	31/10/2025	1,661.00

EF184013	18073	Paramount Security Services	Security Services	31/10/2025	510.40
EF184014	18122	Signman	Signage	31/10/2025	2,842.40
EF184015	18126	Dell Australia Pty Ltd	Computer Hardware	31/10/2025	3,824.70
EF184016	18203	Natsync Environmental	Pest Control	31/10/2025	4,130.00
EF184017	18286	Iw Projects Pty Ltd	Consultancy Services - Civil Engineering	31/10/2025	16,500.00
EF184018	18533	Friends Of The Community Inc.	Catering Services	31/10/2025	1,600.00
EF184019	18799	Down To Earth Training & Assessing	Training Services	31/10/2025	930.00
EF184020	19107	Forever Shining Artforms Wa	Parks Infrastructure Services	31/10/2025	577.00
EF184021	19288	Rotary Club Of Cockburn Inc	Donation	31/10/2025	7,000.00
EF184022	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	31/10/2025	2,770.54
EF184023	19558	Complete Fire Design	Fire Consultancy Services	31/10/2025	3,608.00
EF184024	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	31/10/2025	24,855.02
EF184025	20146	Data#3 Limited	Contract It Personnel & Software	31/10/2025	14,337.73
EF184026	20535	Home-Grown Theatre	Drama Classes	31/10/2025	1,200.00
EF184027	20549	A1 Carpet, Tile & Grout Cleaning	Cleaning Services - Tiles/Carpet	31/10/2025	495.00
EF184028	21291	The Worm Shed	Environmental Education	31/10/2025	140.00
EF184029	21744	Jb Hi Fi - Commercial	Electronic Equipment	31/10/2025	7,233.55
EF184030	21946	Ryan's Quality Meats	Meat Supplies	31/10/2025	1,000.39
EF184031	22388	Carrington's Traffic Services	Traffic Management Services	31/10/2025	3,185.95
EF184032	22553	Brownes Food Operations	Catering Supplies	31/10/2025	1,005.22
EF184033	22613	Vicki Royans	Artistic Services	31/10/2025	480.00
EF184034	22623	Landmark Products Ltd	Landscape Infrastructure	31/10/2025	9,680.00
EF184035	22806	Chevron Australia Downstream Fuels Pty Ltd	Fuel Supplies	31/10/2025	44,600.19
EF184036	22903	Unique International Recoveries Llc	Debt Collectors	31/10/2025	217.60
EF184037	23258	Carlisle Event Hire Pty Ltd	Hire-Party/Function Equipment	31/10/2025	3,410.00
EF184038	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	31/10/2025	1,552.29
EF184039	23457	Totally Workwear Fremantle	Clothing - Uniforms	31/10/2025	2,157.18
EF184040	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	31/10/2025	3,850.00
EF184041	23579	Daimler Trucks Perth	Purchase Of New Truck	31/10/2025	1,088.99
EF184042	23971	Find Wise Location Services	Locating Services - Underground	31/10/2025	4,202.00
EF184043	24130	Western Australian Birds Of Prey	Entertainment	31/10/2025	1,480.00
EF184044	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck	31/10/2025	7,046.93
EF184045	24298	Tanks For Hire	Equipment Hire	31/10/2025	743.60
EF184046	24527	Australian Association For Environmental Education (Wa Chapt	Course Registration	31/10/2025	39,743.00
EF184047	24643	Bibliotheca Rfid Library Systems Australia Pty Ltd	Purchase Of Library Tags	31/10/2025	12,329.46
EF184048	24655	Automasters Spearwood	Vehicle Servicing	31/10/2025	5,438.00
EF184049	24864	Fremantle Football Club	Merchandise Stock For Retail Sale	31/10/2025	858.00
EF184050	24974	Scott Print	Printing Services	31/10/2025	242.00
EF184051	25102	Fremantle Mobile Welding	Welding Services	31/10/2025	4,213.00
EF184052	25121	Imagesource Digital Solutions	Billboards	31/10/2025	669.90
EF184053	25127	Milmar Distributors	Printing Services - Id Cards	31/10/2025	66.00
EF184054	25586	Envirovap Pty Ltd	Hire Of Leachate Units	31/10/2025	14,217.50
EF184055	25832	Exteria	Street And Park Infrastructure	31/10/2025	9,400.60
EF184056	26162	Randstad Pty Ltd	Employment Services	31/10/2025	413.34
EF184057	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	31/10/2025	13,450.71
EF184058	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	31/10/2025	357,425.62
EF184059	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	31/10/2025	1,558.90
EF184060	26423	Alpha Pest Animal Solutions Invasive Species Pty Ltd	Pest Control Services	31/10/2025	2,736.80
EF184061	26470	Scp Conservation	Fencing Services	31/10/2025	37,312.00

EF184062	26558	Healthcare Australia Pty Ltd	Temporary Employment Services	31/10/2025	783.56
EF184063	26623	Cromag Pty Ltd (Sigma Chemicals) Sigma Telford Group	Chemicals - Pool	31/10/2025	8,777.92
EF184064	26625	Andover Detailers	Car Detailing Services	31/10/2025	1,249.15
EF184065	26735	Shane Mcmaster Surveys	Survey Services	31/10/2025	2,200.00
EF184066	26754	Connect Call Centre Services	Call Centre Services	31/10/2025	3,986.40
EF184067	26773	Laser Corps Combat Adventrues	Entry Fees	31/10/2025	1,020.00
EF184068	26782	Soft Landing	Recycling Services	31/10/2025	14,310.50
EF184069	26791	Monsterball Amusement & Hire	Amusement Hire	31/10/2025	456.50
EF184070	26843	Ergolink	Ergonomic Office Furniture	31/10/2025	5,623.55
EF184071	26887	Ccs Strategic	Consultancy - Planning	31/10/2025	5,312.46
EF184072	26888	Media Engine	Graphic Design, Marketing, Video Product	31/10/2025	8,245.00
EF184073	26923	Woodlands	Rubbish Collection Equipment	31/10/2025	17,846.40
EF184074	26929	Elan Energy Matrix Pty Ltd	Recycling Services	31/10/2025	1,059.99
EF184075	26931	Progressive Diagnostics Pty Ltd	Training And Instruction Services	31/10/2025	550.00
EF184076	26946	Av Truck Services Pty Ltd	Truck Dealership	31/10/2025	5,022.11
EF184077	26957	Jbs & G Australia Pty Ltd	Consultancy - Enviromental	31/10/2025	20,190.72
EF184078	26988	Bladon Wa Pty Ltd	Promotional Products	31/10/2025	19,811.00
EF184079	27002	Cockburn Party Hire	Hire Services	31/10/2025	3,363.00
EF184080	27006	Bibra Lake Iga Xpress	Liquor Supplies	31/10/2025	1,310.00
EF184081	27010	Quantum Building Services Pty Ltd	Building Maintenance	31/10/2025	36,414.47
EF184082	27011	Baileys Marine Fuel Australia	Fuel	31/10/2025	575.20
EF184083	27015	Intelli Trac	Gps Tracking	31/10/2025	3,735.60
EF184084	27028	Technogym Australia Pty Ltd	Fitness Equipment	31/10/2025	2,593.70
EF184085	27031	Downer Edi Works Pty Ltd	Asphalt Services	31/10/2025	423,571.56
EF184086	27044	Graffiti Systems Australia	Graffiti Removal & Anti-Graffiti Coating	31/10/2025	19,734.00
EF184087	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	31/10/2025	16,692.89
EF184088	27065	Westbooks	Books	31/10/2025	7,149.81
EF184089	27082	Kulbardi Pty Ltd	Stationery Supplies	31/10/2025	855.04
EF184090	27154	Veolia Recycling & Recovery Pty Ltd	Waste Services	31/10/2025	2,209.81
EF184091	27168	Nightlife Music Pty Ltd	Music Management	31/10/2025	465.53
EF184092	27169	Natural Power Solutions Pty Ltd	Power Supply Protection, Products & Serv	31/10/2025	1,804.00
EF184093	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	31/10/2025	13,325.63
EF184094	27241	Landscape Elements	Landscaping Services	31/10/2025	96,168.36
EF184095	27246	Veale Auto Parts	Spare Parts Mechanical	31/10/2025	1,243.50
EF184096	27291	Auslan Stage Left	Consultancy - Interpreting	31/10/2025	605.00
EF184097	27334	Westcare Print	Printing Services	31/10/2025	379.50
EF184098	27377	Accidental Health And Safety - Perth	First Aid Supplies	31/10/2025	2,682.72
EF184099	27381	Fit For Life Exercise Physiology	Exercise Classes	31/10/2025	2,565.00
EF184100	27403	Freedom Fairies Pty Ltd	Amusement	31/10/2025	1,980.00
EF184101	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	31/10/2025	112.20
EF184102	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irragation Services	31/10/2025	2,851.53
EF184103	27518	Kyocera Document Solutions Australia Pty Ltd	Photcopying Machines	31/10/2025	7,386.65
EF184104	27539	Jasmin Carpentry & Maintenance	Carpentry	31/10/2025	2,371.00
EF184105	27548	Standing Fork	Catering	31/10/2025	8,915.50
EF184106	27566	Thuroona Services	Asbestos Removal	31/10/2025	44,322.00
EF184107	27613	Redimed Pty Ltd	Medical & Health Services	31/10/2025	18,528.05
EF184108	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	31/10/2025	16,123.51
EF184109	27635	Mammoth Security Signature Security Group	Security	31/10/2025	56.89
EF184110	27695	Qtm Pty Ltd	Traffic Management	31/10/2025	12,458.01

EF184111	27747	Objective Corporation Ltd	Software Products/Licences	31/10/2025	26,229.86
EF184112	27762	Ponies For Any Occasion The Trustee For Freeman Trading Trust	Amusement - Pony Rides	31/10/2025	2,110.00
EF184113	27797	City Lift Services Pty Ltd	Lift Maintenance	31/10/2025	398.75
EF184114	27819	Axiis Contracting Pty Ltd	Concrete Works	31/10/2025	37,541.19
EF184115	27829	Smec Australia Pty Ltd	Consultancy - Engineering	31/10/2025	30,019.77
EF184116	27850	Dowsing Group Pty Ltd	Concreting Services A000194 - CON01	31/10/2025	161,112.20
EF184117	27886	Bbc Entertainment	Entertainment Agency	31/10/2025	2,640.00
EF184118	27887	The Wilding Project	Sports/Exercise Classes	31/10/2025	495.00
EF184119	27917	Go Doors Advanced Automation	Door Maintenance & Repair	31/10/2025	3,356.32
EF184120	27960	Intertek Inform Sai Global	Standards	31/10/2025	3,759.68
EF184121	27965	Stantec Australia Pty Ltd	Engineering Services	31/10/2025	550.00
EF184122	27976	Melville Toyota	Motor Cars	31/10/2025	182.08
EF184123	28049	Copy Magic	Printing Services	31/10/2025	1,012.70
EF184124	28061	Go2cup	Paper Cups	31/10/2025	5,896.00
EF184125	28090	K Craft Building	Construction	31/10/2025	600.00
EF184126	28095	Liveli Pty Ltd	Google Maps Lic.	31/10/2025	1,320.00
EF184127	28136	Shore Water Marine Pty Ltd	Marine Repair & Maintenance Services	31/10/2025	83,149.07
EF184128	28162	Lift Equipt Pty Ltd	Forklift Hire, Sales & Services	31/10/2025	1,203.37
EF184129	28197	Lite N Easy Pty Ltd	Food Supplies	31/10/2025	98.97
EF184130	28201	Select Fresh	Food Supplies	31/10/2025	182.42
EF184131	28206	Destination Perth	Marketing	31/10/2025	3,190.00
EF184132	28211	Nordic Fitness Equipment	Fitness Equipment	31/10/2025	3,270.00
EF184133	28215	Complete Office Supplies Pty Ltd	Stationery	31/10/2025	2,437.92
EF184134	28241	Swift Flow Pty Ltd	Plumbing	31/10/2025	10,581.24
EF184135	28256	Simon Tan & Associates Pty Ltd	Electrical Engineering	31/10/2025	385.00
EF184136	28261	Hazed Services Pty Ltd	Safety - Roof	31/10/2025	1,171.50
EF184137	28264	Remondis Go Organics Pty Ltd	Organics Processing	31/10/2025	67,644.53
EF184138	28265	Tree Care Wa	Vegetation Maintenance Services	31/10/2025	31,313.97
EF184139	28277	Gesha Coffee Co	Coffee Supplies	31/10/2025	784.00
EF184140	28284	Urban Jungle Indoor Rock Climbing	Rock Climbing	31/10/2025	432.00
EF184141	28287	All Lines	Linemarking	31/10/2025	2,457.40
EF184142	28371	Flexi Staff	Employment Services	31/10/2025	26,669.26
EF184143	28396	Industrial Decontamination Services Pty Ltd	Decontamination Services	31/10/2025	46.31
EF184144	28406	Ricochet Circus And Entertainment Pty Ltd	Entertainment	31/10/2025	1,500.00
EF184145	28407	Engine Protection Equipment Pty Ltd	Spare Parts	31/10/2025	1,264.20
EF184146	28409	Sanpoint Pty Ltd (Ld Total)	Landscape Services	31/10/2025	31,409.35
EF184147	28421	Red Top Creations Pty Ltd	Entertainment	31/10/2025	770.00
EF184148	28428	Wa Bolts Pty Ltd	Fixings & Fasteners	31/10/2025	671.56
EF184149	28437	Building & Industrial Cleaning Services	Cleaning Services	31/10/2025	64,188.20
EF184150	28448	Enchanted Stiltwalking	Roving Entertainment	31/10/2025	2,508.00
EF184151	28454	Aussie Natural Spring Water	Water Supplies	31/10/2025	981.32
EF184152	28471	Telstra Limited	Telecommunications	31/10/2025	15,156.43
EF184153	28516	Classic Hire	Equipment Hire	31/10/2025	350.90
EF184154	28522	Bing Technologies Pty Ltd	Mailing Services	31/10/2025	76.60
EF184155	28532	Oil & Energy Pty. Ltd.	Lubricant Supplier	31/10/2025	7,626.09
EF184156	28538	Old Macdonald's Travelling Farms - Wa East	Mobile Petting Farm	31/10/2025	1,452.00
EF184157	28547	Eco Faeries	Family Education And Entertainment	31/10/2025	962.50
EF184158	28551	Platinum Metal Fabrication Pty Ltd	Metal Fabrication	31/10/2025	1,455.30
EF184159	28569	Choiceone Pty Ltd	Recruitment Services	31/10/2025	52,489.41

EF184160	28575	Hare & Forbes Machinery House	Importer/Seller Of Wood &Metal Work Mach	31/10/2025	5,011.65
EF184161	28621	Imprint Plastic	Printing	31/10/2025	244.20
EF184162	28622	Hatch Pty Ltd	Engineering Services	31/10/2025	10,721.65
EF184163	28625	Breathalyser Sales And Service Pty Ltd	Drug And Alcohol Testing Equipment	31/10/2025	68.20
EF184164	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	31/10/2025	4,754.68
EF184165	28651	Moodjar Holdings Pty Ltd	Cultural Engagement	31/10/2025	1,152.25
EF184166	28664	Vero Photography Perth Ross, David Alexander	Photography And Videography	31/10/2025	371.25
EF184167	28680	Jazzieshazzies	Toddler Dance, Movement And Music Class	31/10/2025	880.00
EF184168	28691	Kgo Enterprises Pty Ltd Perth Bouncy Castle Hire	Entertainment - Amusement & Inflatables	31/10/2025	6,575.80
EF184169	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	31/10/2025	602.80
EF184170	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	31/10/2025	506.00
EF184171	28771	Safety Australia Group Pty Ltd	Training And Recruitment	31/10/2025	4,662.90
EF184172	28795	Smsglobal Pty Ltd	Sms	31/10/2025	1,570.43
EF184173	28800	Bolinda Digital Pty Ltd	Audiobook Publishing And Technology	31/10/2025	1,174.92
EF184174	28823	Synergy Business Systems Pty Ltd Boss Industrial	Industrial Supply	31/10/2025	4,163.04
EF184175	28893	B.J Keat & C.J Meerton Little People Play	Children's Events/Toy Hire	31/10/2025	3,355.00
EF184176	28897	Mcleods Lawyers Pty Ltd Mcleods Lawyers	Legal Service	31/10/2025	9,984.48
EF184177	28911	Bucci Holdings Pty Ltd Visimax	Safety Product	31/10/2025	2,962.99
EF184178	28914	Potholes Perth Wa Pty Ltd Potholes Perth	Asphalt Repairs Make Road Safes	31/10/2025	1,005.59
EF184179	28925	Elisdi Pty Ltd Parties Kids Remember	Children's Entertainment	31/10/2025	860.00
EF184180	28927	Veolia Recycling & Recovery (Perth) Pty Ltd Veolia Recycling & Recovery (Pert	Waste Recycling And Recovery	31/10/2025	47,868.81
EF184181	28947	Baroness Holdings Pty Ltd Tree Planting And Watering	Tree Watering	31/10/2025	7,652.18
EF184182	28998	S.N Aroney & A.P Brown Mills Oakley	Legal Services	31/10/2025	3,909.40
EF184183	29011	The Big Hoo-Haa! Pty Ltd The Big Hoo-Haa!	Events - Live Performances	31/10/2025	3,000.00
EF184184	29019	Otis Elevator Company Pty Ltd	New Elevators And Escalators, And Mainte	31/10/2025	2,326.50
EF184185	29047	Youth Disability Advocacy Network (Ydan)	Youth Advocacy Services	31/10/2025	1,875.50
EF184186	29088	Skefto Innovations Pty. Ltd	Software Solutions And Consultancy Servi	31/10/2025	24,952.66
EF184187	29099	Ciltech Pty Ltd	Design, Engineering	31/10/2025	46,190.16
EF184188	29111	Dale Jeffrey Campbell Magic Dale	Performing Magic	31/10/2025	660.00
EF184189	29125	Nebe Tennille	Events	31/10/2025	5,000.00
EF184190	29127	Global Workwear Investments Pty Ltd Totally Workwear	Workwear	31/10/2025	310.45
EF184191	29138	Wonder Tribe Toys Pty Ltd	Toys Store	31/10/2025	67.11
EF184192	29156	The Trustee For Passion Family Trust (Sound Stream Perth) Sound Stream Pe	Light & Sound, Productions	31/10/2025	1,210.00
EF184193	29178	Executive Risk Solutions (Australia) Pty Ltd Executive Risk Solutions (Australia)	Emergency Management	31/10/2025	3,500.00
EF184194	29193	Great Jessica Bailey Jessica Bailey	Personal Development Services	31/10/2025	600.00
EF184195	29201	Planet Of The Shapes Paperscout	Graphic Design	31/10/2025	2,695.00
EF184196	29205	Burton, Laura Kate Made To Be Messy	Childrens Creative Play	31/10/2025	2,340.62
EF184197	29214	Ps&L Group Pty Ltd Psl Legal	Law Firm	31/10/2025	12,100.00
EF184198	29216	The Trustee For Crisdale Unit Trust Crisdale Recruitment Group	Recruitment	31/10/2025	7,849.34
EF184199	29225	Gavin John Bryden A. P. Worx Aquarium & Pond Maintenance	Aquarium & Pond Maintenance	31/10/2025	104.50
EF184200	29227	Regrowth Karri Pty Ltd Thomson Coachlines	Passenger Transport	31/10/2025	2,260.00
EF184201	29228	Source Business Partners Pty Ltd Source Business Partners	Professional Services	31/10/2025	8,947.54
EF184202	29234	The Life Like Company Pty. Ltd The Entertainment Store	Events	31/10/2025	9,350.00
EF184203	29245	Realbuilt Partners Pty Ltd	Building Consultancy And Project Managem	31/10/2025	22,996.41
EF184204	29251	Newhaven Family Investments Pty Ltd & The Trustee For Lucwam Perth Better	Supply	31/10/2025	80,550.80
EF184205	29252	Veolia Water Operations Pty Ltd Allpipe Technologies	Drainage Technicians	31/10/2025	12,589.50
EF184206	29254	Redpay Pty Ltd	Payment Gateway	31/10/2025	276.00
EF184207	29257	Slr Consulting Australia Pty Ltd	Consulting	31/10/2025	13,387.00
EF184208	29268	Dfs Industrial & Environmental Services Pty Ltd Drainflow Services	Stormwater Maintenance, Construction, Ro	31/10/2025	5,263.50

EF184209	29269	Contra-Flow Pty Ltd	Traffic Management Services	31/10/2025	49,332.98
EF184210	29282	Leverock Pty Ltd Sportsworld Of Wa	Swim Gear	31/10/2025	883.85
EF184211	29285	Dymocks Perth Pty Ltd Dymocks Booragoon (Garden City)	Bookseller	31/10/2025	5,160.00
EF184212	29287	Wolf & Swine Pty Ltd Swan Event Hire	Events	31/10/2025	3,630.40
EF184213	29288	Deaf Services Limited Deaf Connect	Auslan Interpreting	31/10/2025	551.18
EF184214	29298	Cockburn Chinese Community Association Incorporated	Community Group	31/10/2025	250.00
EF184215	29299	Sophie Louise Dennis All The Lights	Entertainment	31/10/2025	2,750.00
EF184216	29300	Pinnacle Height Safety Pty Ltd Pinnacle Safety And Training	Safety Training	31/10/2025	3,290.00
EF184217	99997	Family Day Care	Fdc Payments W/E 26/10/2025	30/10/2025	31,496.38
EF184218	99996	Benjamin Mark	Rates and Property related refunds	31/10/2025	147.00
EF184219	99996	Pure Homes Pty Ltd T/A B1homes	Rates and Property related refunds	31/10/2025	1,341.42
EF184220	99996	Varinder Dadra	Rates and Property related refunds	31/10/2025	100.00
EF184221	99996	Century 21 River Residential	Rates and Property related refunds	31/10/2025	554.00
EF184222	99996	Cnetury 21 River Residential	Rates and Property related refunds	31/10/2025	467.00
EF184223	99996	Louella Doran	Rates and Property related refunds	31/10/2025	1,000.00
EF184224	99996	Bang Pan	Rates and Property related refunds	31/10/2025	23,091.60
EF184225	99996	Chooi H Chee	Rates and Property related refunds	31/10/2025	147.34
EF184226	99996	Century 21 River Residential	Rates and Property related refunds	31/10/2025	577.00
EF184227	99996	Century 21 River Residential	Rates and Property related refunds	31/10/2025	515.00
EF184228	99996	Settlement Talk	Rates and Property related refunds	31/10/2025	1,087.77
EF184229	99996	Harcourts Property Specialist	Rates and Property related refunds	31/10/2025	2,849.93
EF184230	99996	Paxad Trust T/As Abode Real Estate	Rates and Property related refunds	31/10/2025	567.00
EF184231	29060	Superchoice Services Pty Limited - Sgc Payments Contractor	Payroll Deductions	30/10/2025	27,304.95
		TOTAL OF 850 EFT PAYMENTS			**12,503,003.31**
		LESS: CANCELLED EFT PAYMENTS			**0.00**
		TOTAL CANCELLED EFT PAYMENT			**0.00**
		TOTAL EFT PAYMENTS (EXCL. CANCELLED PAYMENTS)			**12,503,003.31**
		ADD: BANK FEES			
		BPAY BATCH FEE			11.55
		MERCHANT FEES COC			4,051.06
		MERCHANT FEES MARINA			24.79
		MERCHANT FEES ARC			3,173.84
		MERCHANT FEES VARIOUS OUT CENTRES			1,984.77
		NATIONAL BPAY CHARGE			6,598.50
		RTGS/ACLR FEE			
		NAB TRANSACT FEE			138.00
		AMEX FEES			2,292.03
		MERCHANDISE / OTHER FEES			
					18,274.54

		ADD: CREDIT CARD PAYMENTS			76070.57
					76,070.57
		ADD: PAYROLL PAYMENTS			
		COC25/09/25 Pmt 000300034970 City of Cockburn		2/10/2025	6900.42
		COC30/09/25 Pmt 000300034787 City of Cockburn		2/10/2025	7955.45
		COC03/10/25 Pmt 000300388647 City of Cockburn		8/10/2025	8116.57
		COC05/10/25 Pmt 000300450132 City of Cockburn		8/10/2025	2041275.74
		COC09/10/25 Pmt 000300587361 City of Cockburn		9/10/2025	2927.41
		COC10/10/25 Pmt 000300694995 City of Cockburn		10/10/2025	539.47
		COC05/10/25 Pmt 000300761528 City of Cockburn		13/10/2025	1528.66
		COC14/10/25 Pmt 000301241857 City of Cockburn		17/10/2025	6,838.19
		COC19/10/25 Pmt 000301587941 City of Cockburn		22/10/2025	2057492.01
		COC19/10/25 Pmt 000301600286 City of Cockburn		22/10/2025	938.00
		COC20/10/25 Pmt 000301687881 City of Cockburn		23/10/2025	3418.59
		COC23/10/25 Pmt 000301720813 City of Cockburn		23/10/2025	1294.50
		COC24/10/25 Pmt 000301823870 City of Cockburn		24/10/2025	200.42
		COC27/10/25 Pmt 000301895616 City of Cockburn		27/10/2025	1156.09
					4,140,581.52
		TOTAL PAYMENTS MADE FOR THE MONTH			**16,737,929.94**

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2025 and 29-Sep-2025

Date	Service Provider	Card Liability	Expense Category
Director Infrastructure Services		**2,014.35**	
18/09/2025	SEC*CITY OF COCKBURN	1,982.35	Application, Licence, Registration Fees
8/09/2025	WANEWSDTI	32.00	Subscriptions and Memberships
Waste Collection Supervisor		**90.96**	
24/09/2025	BOSS INDUSTRIAL	90.96	Supplies and Materials Purchases
Financial Counsellor		**1,716.83**	
17/09/2025	SPACETOCO VENUE HIRE	72.00	Hire of Equipment and Facilities
17/09/2025	SPACETOCO VENUE HIRE	104.00	Hire of Equipment and Facilities
15/09/2025	SPACETOCO VENUE HIRE	- 26.00	Hire of Equipment and Facilities
22/09/2025	SPACETOCO VENUE HIRE	- 72.00	Hire of Equipment and Facilities
22/09/2025	SPACETOCO VENUE HIRE	- 72.00	Hire of Equipment and Facilities
3/09/2025	ZLR*SWAN 13 CABS] TAX	31.58	Travel and Accommodation
3/09/2025	ZLR*Perth Taxi Booking	24.21	Travel and Accommodation
3/09/2025	Woolworths Online	79.75	Meeting/Workshop Catering
3/09/2025	Live Payments	26.25	Travel and Accommodation
3/09/2025	Live Payments	33.60	Travel and Accommodation
10/09/2025	Woolworths Online	72.52	Meeting/Workshop Catering
11/09/2025	FCAWA	540.00	Conferences and Seminars
11/09/2025	COLES 0490	56.00	Meeting/Workshop Catering
17/09/2025	ZLR*SWAN 13 CABS] TAX	25.79	Travel and Accommodation
17/09/2025	Woolworths Online	71.50	Meeting/Workshop Catering
17/09/2025	Trip.com	711.60	Travel and Accommodation
17/09/2025	SWAN TAXIS PTY LTD	25.73	Travel and Accommodation
5/09/2025	WOOLWORTHS 4703	12.30	Meeting/Workshop Catering
Library Technology Coordinator		**800.25**	
23/09/2025	CAMPSITE.BIO	10.63	Subscriptions and Memberships
10/09/2025	Jaycar Pty Ltd	49.90	Supplies and Materials Purchases
3/09/2025	CAMPSITE.BIO	10.72	Subscriptions and Memberships
3/09/2025	INTNL TRANSACTION FEE	0.27	Subscriptions and Memberships
23/09/2025	INTNL TRANSACTION FEE	0.27	Subscriptions and Memberships
15/09/2025	Jaycar Pty Ltd	62.90	Supplies and Materials Purchases
15/09/2025	Windcave	396.84	Subscriptions and Memberships
17/09/2025	DREAMIT.AU* DREAMIT HO	234.70	Subscriptions and Memberships
16/09/2025	INTNL TRANSACTION FEE	0.83	Subscriptions and Memberships

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2025 and 29-Sep-2025

Date	Service Provider	Card Liability	Expense Category
16/09/2025	OPENAI *CHATGPT SUBSCR	33.19	Subscriptions and Memberships
Service Lead Cockburn Libraries		**1,690.17**	
8/09/2025	AMAZON AU RETAIL	219.41	Supplies and Materials Purchases
12/09/2025	GN StoryDogsLtd	125.00	Professional Services
5/09/2025	AMAZON AU RETAIL	21.78	Supplies and Materials Purchases
5/09/2025	BP EX THOMSNS L 5992	9.20	Supplies and Materials Purchases
5/09/2025	AMAZON AU MARKETPLACE	44.98	Supplies and Materials Purchases
8/09/2025	FLOWER STATION WA	65.71	Supplies and Materials Purchases
2/09/2025	FACEBK *T5UBCYQHE2	126.72	Advertising
3/09/2025	Interflora Australia U	98.00	Supplies and Materials Purchases
4/09/2025	RAISINGLITERACY.ORG.AU	610.50	Training & Professional Development
4/09/2025	MYO*GREEN WORLD INDOOR	368.87	Hire of Equipment and Facilities
Organisational Development Specialist		**3,910.70**	
24/09/2025	RLSSWA	179.00	Training & Professional Development
2/09/2025	Safe Right Pty Ltd	2,095.00	Training & Professional Development
1/09/2025	SHP GUILFORD	799.70	Professional Services
12/09/2025	ST JOHN AMBULANCE AUST	180.00	Training & Professional Development
4/09/2025	AUST WIDE FIRST AID	119.00	Training & Professional Development
4/09/2025	RLSSWA	358.00	Training & Professional Development
24/09/2025	ST JOHN AMBULANCE AUST	180.00	Training & Professional Development
Director Corporate and System Services		**1,435.64**	
23/09/2025	CEDA	- 209.00	Conferences and Seminars
22/09/2025	CEDA	209.00	Conferences and Seminars
19/09/2025	QANTAS	1,412.92	Travel and Accommodation
25/09/2025	CPP Convention Centre	22.72	Parking Expenses
Service Manager Communications and Engagement		**1,351.24**	
29/09/2025	BITLY.COM	53.51	Subscriptions and Memberships
29/09/2025	INTNL TRANSACTION FEE	1.34	Bank and Other Fees
26/09/2025	LNK.BIO	1.50	Subscriptions and Memberships
26/09/2025	INTNL TRANSACTION FEE	0.04	Bank and Other Fees
2/09/2025	FACEBK *STSFPYLMT2	493.06	Advertising
12/09/2025	SP PACKQUEEN	510.17	Supplies and Materials Purchases
8/09/2025	SP FLOWER SHOP PTY L	75.00	Supplies and Materials Purchases
10/09/2025	SPOTLIGHT PTY LTD	115.00	Supplies and Materials Purchases
18/09/2025	INTNL TRANSACTION FEE	2.48	Bank and Other Fees
18/09/2025	FIGMA	99.14	Subscriptions and Memberships

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2025 and 29-Sep-2025

Date	Service Provider	Card Liability	Expense Category
Art and Culture Coordinator		**612.81**	
11/09/2025	BUNNINGS 303000	91.29	Supplies and Materials Purchases
12/09/2025	FLOWER STATION WA	503.02	Events and Functions
15/09/2025	WOOLWORTHS 4367	18.50	Meeting/Workshop Catering
City Facilities Coordinator		**2,397.87**	
19/09/2025	D J PALMER (W A) PTY	920.58	Supplies and Materials Purchases
19/09/2025	D J PALMER (W A) PTY	115.68	Supplies and Materials Purchases
12/09/2025	SYDNEY TOOLS	999.00	Supplies and Materials Purchases
8/09/2025	OFFICEWORKS 0616	99.50	Office Supplies
26/09/2025	JASON SIGNMAKERS UNI	239.19	Supplies and Materials Purchases
26/09/2025	JASON SIGNMAKERS UNI	23.92	Supplies and Materials Purchases
Waste Education Coordinator		**477.75**	
3/09/2025	EVENT AND CONFERENCE C	406.00	Conferences and Seminars
19/09/2025	SPACETOCO VENUE HIRE	71.75	Events and Functions
Principal Economic Development		**10,004.25**	
16/09/2025	INTNL TRANSACTION FEE	1.77	Bank and Other Fees
16/09/2025	INTNL TRANSACTION FEE	0.86	Travel and Accommodation
16/09/2025	INTNL TRANSACTION FEE	0.45	Bank and Other Fees
16/09/2025	INTNL TRANSACTION FEE	0.21	Travel and Accommodation
17/09/2025	PRET A MANGER	53.14	Travel and Accommodation
17/09/2025	INTNL TRANSACTION FEE	2.01	Bank and Other Fees
17/09/2025	INTNL TRANSACTION FEE	1.33	Travel and Accommodation
17/09/2025	INTNL TRANSACTION FEE	0.29	Bank and Other Fees
8/09/2025	INTNL TRANSACTION FEE	78.36	Bank and Other Fees
8/09/2025	INTNL TRANSACTION FEE	1.29	Bank and Other Fees
8/09/2025	INTNL TRANSACTION FEE	0.41	Bank and Other Fees
8/09/2025	ATLANTIS PREMIER	16.42	Supplies and Materials Purchases
8/09/2025	Bonnane restaurant Pi	51.66	Travel and Accommodation
8/09/2025	HOTEL IBIS	3,255.30	Travel and Accommodation
10/09/2025	INTNL TRANSACTION FEE	2.44	Bank and Other Fees
10/09/2025	INTNL TRANSACTION FEE	0.66	Bank and Other Fees
10/09/2025	INTNL TRANSACTION FEE	0.64	Bank and Other Fees
10/09/2025	INTNL TRANSACTION FEE	0.42	Bank and Other Fees
10/09/2025	Rosa's Tower Bridge	254.94	Travel and Accommodation
10/09/2025	INTNL TRANSACTION FEE	6.37	Bank and Other Fees
10/09/2025	CP London Docklands	97.43	Travel and Accommodation
12/09/2025	INTNL TRANSACTION FEE	5.74	Bank and Other Fees
12/09/2025	INTNL TRANSACTION FEE	2.32	Bank and Other Fees

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2025 and 29-Sep-2025

Date	*Service Provider*	*Card Liability*	*Expense Category*
12/09/2025	INTNL TRANSACTION FEE	1.52	Bank and Other Fees
12/09/2025	INTNL TRANSACTION FEE	1.30	Bank and Other Fees
12/09/2025	INTNL TRANSACTION FEE	1.08	Bank and Other Fees
12/09/2025	INTNL TRANSACTION FEE	0.77	Bank and Other Fees
12/09/2025	INTNL TRANSACTION FEE	0.72	Bank and Other Fees
12/09/2025	TICKETS*ENGINEERIN	369.66	Conferences and Seminars
12/09/2025	TICKETS*ENGINEERIN	69.99	Conferences and Seminars
12/09/2025	COSTA COFFEE 43011434	9.27	Travel and Accommodation
12/09/2025	Bonnane restaurant Pi	60.98	Travel and Accommodation
12/09/2025	HOTEL IBIS	28.81	Travel and Accommodation
12/09/2025	Bonnane Restaurant Piz	92.86	Travel and Accommodation
12/09/2025	CP London Docklands	52.11	Travel and Accommodation
12/09/2025	LAUNDRYHEAP 5800376	43.10	Travel and Accommodation
12/09/2025	WWW.GWR.COM	229.57	Travel and Accommodation
12/09/2025	SumUp *ExCel - COMPAS	30.88	Travel and Accommodation
11/09/2025	Fox Excel	43.03	Travel and Accommodation
11/09/2025	SumUp *ExCel - COMPAS	15.26	Travel and Accommodation
11/09/2025	TFL TRAVEL CH	6.39	Travel and Accommodation
11/09/2025	EXCEL LONDON HOSPITALI	11.13	Travel and Accommodation
11/09/2025	SumUp *ExCel - COMPAS	30.93	Travel and Accommodation
1/09/2025	CARRINGTON'S BAR & G	95.00	Travel and Accommodation
9/09/2025	INTNL TRANSACTION FEE	2.35	Bank and Other Fees
9/09/2025	INTNL TRANSACTION FEE	2.28	Bank and Other Fees
9/09/2025	INTNL TRANSACTION FEE	2.14	Bank and Other Fees
9/09/2025	INTNL TRANSACTION FEE	0.68	Bank and Other Fees
9/09/2025	INTNL TRANSACTION FEE	0.62	Bank and Other Fees
9/09/2025	INTNL TRANSACTION FEE	0.56	Bank and Other Fees
9/09/2025	INTNL TRANSACTION FEE	0.50	Bank and Other Fees
9/09/2025	WWW.GWR.COM	85.69	Travel and Accommodation
9/09/2025	UBER *TRIP	94.01	Travel and Accommodation
9/09/2025	UBER *TRIP	91.14	Travel and Accommodation
9/09/2025	Bonnane Restaurant Piz	19.99	Travel and Accommodation
9/09/2025	ADMIRALTY TRAFALGAR SQ	27.26	Travel and Accommodation
9/09/2025	ADMIRALTY TRAFALGAR SQ	24.68	Travel and Accommodation
9/09/2025	Market Hall Cargo Can	22.20	Travel and Accommodation
15/09/2025	INTNL TRANSACTION FEE	5.94	Bank and Other Fees
15/09/2025	INTNL TRANSACTION FEE	4.20	Bank and Other Fees
15/09/2025	INTNL TRANSACTION FEE	4.04	Travel and Accommodation
15/09/2025	INTNL TRANSACTION FEE	3.16	Bank and Other Fees
15/09/2025	INTNL TRANSACTION FEE	2.57	Travel and Accommodation
15/09/2025	INTNL TRANSACTION FEE	1.79	Travel and Accommodation
15/09/2025	INTNL TRANSACTION FEE	1.41	Travel and Accommodation

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2025 and 29-Sep-2025

Date	Service Provider	Card Liability	Expense Category
15/09/2025	INTNL TRANSACTION FEE	0.94	Travel and Accommodation
15/09/2025	INTNL TRANSACTION FEE	0.44	Bank and Other Fees
15/09/2025	INTNL TRANSACTION FEE	0.26	Bank and Other Fees
15/09/2025	INTNL TRANSACTION FEE	0.16	Bank and Other Fees
15/09/2025	INTNL TRANSACTION FEE	0.19	Bank and Other Fees
15/09/2025	Pride of Paddington	102.80	Travel and Accommodation
15/09/2025	Bonnane restaurant Pi	71.71	Travel and Accommodation
15/09/2025	Scarlet O2	161.45	Travel and Accommodation
15/09/2025	Bonnane restaurant Pi	56.20	Travel and Accommodation
15/09/2025	CAFFE NERO 87 PADDINGT	17.63	Travel and Accommodation
15/09/2025	CP London Docklands	167.85	Travel and Accommodation
15/09/2025	JMDLondon Ltd T/A Fra	10.22	Travel and Accommodation
15/09/2025	TFL TRAVEL CH	7.79	Travel and Accommodation
15/09/2025	TFL TRAVEL CH	6.34	Travel and Accommodation
15/09/2025	LAUNDRYHEAP 5800376	37.72	Travel and Accommodation
16/09/2025	TFL TRAVEL CH	18.19	Travel and Accommodation
16/09/2025	SumUp *FELICIE CATERI	8.38	Travel and Accommodation
17/09/2025	SumUp *Hampden	11.44	Travel and Accommodation
10/09/2025	TFL TRAVEL CH	16.73	Travel and Accommodation
12/09/2025	INTNL TRANSACTION FEE	0.23	Bank and Other Fees
11/09/2025	INTNL TRANSACTION FEE	1.77	Bank and Other Fees
11/09/2025	INTNL TRANSACTION FEE	1.08	Bank and Other Fees
11/09/2025	INTNL TRANSACTION FEE	0.77	Bank and Other Fees
11/09/2025	INTNL TRANSACTION FEE	0.38	Bank and Other Fees
11/09/2025	INTNL TRANSACTION FEE	0.28	Bank and Other Fees
11/09/2025	INTNL TRANSACTION FEE	0.16	Bank and Other Fees
17/09/2025	UBER *TRIP	80.40	Travel and Accommodation
16/09/2025	UBER *TRIP	34.48	Travel and Accommodation
16/09/2025	UBER* TRIP	70.86	Travel and Accommodation
15/09/2025	UBER *TRIP	126.41	Travel and Accommodation
15/09/2025	UBER *TRIP	237.60	Travel and Accommodation
11/09/2025	UBER *TRIP	70.97	Travel and Accommodation
10/09/2025	UBER *TRIP	26.21	Travel and Accommodation
10/09/2025	UBER *TRIP	25.69	Travel and Accommodation
8/09/2025	HOTEL IBIS	3,134.33	Travel and Accommodation
8/09/2025	UBER *TRIP HELP.UBER.C	70.16	Travel and Accommodation
Service Lead Civil Infrastructure		**146.00**	
5/09/2025	BUNNINGS 303000	146.00	Supplies and Materials Purchases
Fleet Manager		**1,187.90**	
18/09/2025	MIDALIA STEEL PTY LT	539.63	Supplies and Materials Purchases

City of Cockburn

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Date	Service Provider	Card Liability	Expense Category
23/09/2025	OFFICEWORKS 0620	103.72	Office Supplies
25/09/2025	TRANSPORT WA PERTH	544.55	Motor Vehicle Expenses
Fire and Emergency Management Manager		**325.48**	
9/09/2025	BUNNINGS GROUP LTD	19.99	Equipment Purchases
23/09/2025	CHICKEN TREAT YANGEB	91.44	Meeting/Workshop Catering
26/09/2025	Subway Beeliar	214.05	Meeting/Workshop Catering
Service Manager Community Services		**603.75**	
22/09/2025	MYO*Harmony Kids	603.75	Subscriptions and Memberships
Principal Advocacy and Public Policy		**289.52**	
22/09/2025	Wilson Parking Austral	15.21	Parking Expenses
17/09/2025	Aust Institute of Mana	49.00	Subscriptions and Memberships
11/09/2025	OFFICEWORKS 0604	42.81	Supplies and Materials Purchases
2/09/2025	TRYBOOKING*National Gr	150.50	Conferences and Seminars
9/09/2025	WANEWSDTI	32.00	Subscriptions and Memberships
Adult Services Coordinator		**87.40**	
22/09/2025	FARMER JACKS SPEARWO	31.61	Meeting/Workshop Catering
11/09/2025	WOOLWORTHS 4703	14.90	Meeting/Workshop Catering
2/09/2025	KMART 1362	11.00	Supplies and Materials Purchases
29/09/2025	OFFICEWORKS 0604	29.89	Supplies and Materials Purchases
Service Manager Community Development		**725.62**	
10/09/2025	SPEARWOOD PRIMARY SCHO	92.25	Hire of Equipment and Facilities
9/09/2025	SPACETOCO VENUE HIRE	156.00	Hire of Equipment and Facilities
9/09/2025	SPACETOCO VENUE HIRE	246.00	Hire of Equipment and Facilities
2/09/2025	Dominos Estore Success	82.40	Meeting/Workshop Catering
2/09/2025	Dominos Estore Spearwo	104.00	Meeting/Workshop Catering
22/09/2025	Canva* 04645-9040527	39.98	Subscriptions and Memberships
8/09/2025	COCKBURN SUPER CLINI	4.99	Supplies and Materials Purchases
Library Technician		**614.03**	
22/09/2025	OFFICEWORKS	71.44	Supplies and Materials Purchases
22/09/2025	SP JB HI-FI ONLINE	542.59	Supplies and Materials Purchases
Chief Information Officer		**3,786.93**	
8/09/2025	SPACETOCO VENUE HIRE	366.85	Hire of Equipment and Facilities
15/09/2025	FS *reaperaudio	100.15	Application, Licence, Registration Fees
15/09/2025	INTNL TRANSACTION FEE	15.17	Application, Licence, Registration Fees

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Aug-2025 and 29-Sep-2025

Date	Service Provider	Card Liability	Expense Category
15/09/2025	INTNL TRANSACTION FEE	7.93	Application, Licence, Registration Fees
15/09/2025	INTNL TRANSACTION FEE	2.50	Application, Licence, Registration Fees
15/09/2025	TOONTRACK MUSIC AB	317.33	Application, Licence, Registration Fees
15/09/2025	YAMAHA GUITAR GROUP	606.96	Application, Licence, Registration Fees
22/09/2025	MARRIOTT	1,003.19	Travel and Accommodation
17/09/2025	EZI*AISA	115.50	Conferences and Seminars
16/09/2025	AUSTRALIAN INFORMATI	951.36	Conferences and Seminars
15/09/2025	APPLE.COM/BILL	299.99	Application, Licence, Registration Fees
Children's Development Officer		**130.00**	
15/09/2025	SPACETOCO VENUE HIRE	130.00	Hire of Equipment and Facilities
Manager Libraries and Activation - Coolbellup		**310.43**	
25/09/2025	Booktopia	42.24	Supplies and Materials Purchases
10/09/2025	WOOLWORTHS 4703	63.55	Office Supplies
12/09/2025	WOOLWORTHS 4703	26.15	Office Supplies
11/09/2025	BIGW ONLINE	70.39	Program Costs
2/09/2025	WOOLWORTHS 4703	81.90	Office Supplies
23/09/2025	WOOLWORTHS 4703	9.60	Office Supplies
16/09/2025	WOOLWORTHS 4703	16.60	Office Supplies
Service Lead Rangers and Parking		**17.60**	
29/09/2025	Lucid Software Inc.	17.60	Not Reconciled
Service Lead Seniors Centre		**2,898.37**	
16/09/2025	OFFICEWORKS	698.00	Equipment Purchases
16/09/2025	LSP*Last Drop Elizabet	600.00	Events and Functions
18/09/2025	HOST	14.07	Equipment Purchases
18/09/2025	HOST	16.08	Equipment Purchases
1/09/2025	SQ *DJRINOFX	580.80	Events and Functions
12/09/2025	CARRINGTON'S BAR & G	588.00	Events and Functions
10/09/2025	170517CH PTY LTD	229.42	Supplies and Materials Purchases
29/09/2025	BADGEAMINIT	172.00	Equipment Purchases
Senior Parking Services		**58.50**	
22/09/2025	TOTALLY WORKWEAR SUCCE	58.50	Equipment Purchases
Director Sustainable Development and Saftey		**1,023.11**	
19/09/2025	SP Kings Square	14.14	Parking Expenses
22/09/2025	SP Kings Square	14.14	Parking Expenses
23/09/2025	SQ *APACE AID INCORPOR	60.96	Events and Functions

City of Cockburn

Credit Card Transactions Report

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Date	Service Provider	Card Liability	Expense Category
16/09/2025	BURSWOOD NOMINEES LTD	60.24	Parking Expenses
16/09/2025	TICKETS*ENGINEERIN	369.66	Conferences and Seminars
16/09/2025	TICKETS*ENGINEERIN	139.98	Conferences and Seminars
17/09/2025	TICKETS*ENGINEERIN	69.99	Conferences and Seminars
15/09/2025	WILSON PARKING AUSTRAL	20.00	Parking Expenses
15/09/2025	Pan Pacific	30.00	Parking Expenses
9/09/2025	CEDA	209.00	Conferences and Seminars
1/09/2025	LGPLANNERSASSOCIATION	35.00	Events and Functions
Senior Centre Programs Booking Officer		**4,551.50**	
9/09/2025	INTNL TRANS FEE REFUND	- 0.39	Disputed Transaction
2/09/2025	SQ *MANDURAH CRUISES O	3,132.84	Events and Functions
5/09/2025	SPACETOCO VENUE HIRE	182.00	Hire of Equipment and Facilities
5/09/2025	SP BAKING PLEASURES	37.85	Supplies and Materials Purchases
5/09/2025	APR*partyrama	107.88	Supplies and Materials Purchases
18/09/2025	OFFICEWORKS	70.47	Supplies and Materials Purchases
19/09/2025	APR*partyrama	299.88	Events and Functions
9/09/2025	MISCELLANEOUS CREDIT	- 768.05	Disputed Transaction
15/09/2025	SPACETOCO VENUE HIRE	156.00	Hire of Equipment and Facilities
26/09/2025	BILLI AUSTRALIA PTY LT	406.66	Professional Services
9/09/2025	INTNL TRANS FEE REFUND	- 19.20	Disputed Transaction
9/09/2025	INTNL TRANS FEE REFUND	- 15.13	Disputed Transaction
9/09/2025	INTNL TRANS FEE REFUND	- 7.61	Disputed Transaction
9/09/2025	INTNL TRANS FEE REFUND	- 0.39	Disputed Transaction
9/09/2025	INTNL TRANS FEE REFUND	- 0.39	Disputed Transaction
9/09/2025	MISCELLANEOUS CREDIT	- 15.43	Disputed Transaction
9/09/2025	MISCELLANEOUS CREDIT	- 15.43	Disputed Transaction
9/09/2025	MISCELLANEOUS CREDIT	- 15.57	Disputed Transaction
9/09/2025	MISCELLANEOUS CREDIT	- 182.00	Disputed Transaction
9/09/2025	MISCELLANEOUS CREDIT	- 304.32	Disputed Transaction
9/09/2025	MISCELLANEOUS CREDIT	- 605.12	Disputed Transaction
10/09/2025	TM *TICKETMASTERAU	2,106.95	Events and Functions
Director Community and Place		**2,503.55**	
18/09/2025	QANTAS	1,436.55	Travel and Accommodation
17/09/2025	PAYPAL *QUANTIFIEDT	1,067.00	Training & Professional Development
Service Manager Development Services		**270.00**	
5/09/2025	WALGA EVENTS	270.00	Conferences and Seminars
Service Manager Rangers and Community Safety		**192.00**	

City of Cockburn

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Date	Service Provider	Card Liability	Expense Category
9/09/2025	REPCO	192.00	Equipment Purchases
Family & Community Services Manager		**1,610.89**	
29/09/2025	SPACETOCO VENUE HIRE	- 135.00	Hire of Equipment and Facilities
25/09/2025	Prof Psych Services	264.00	Professional Services
23/09/2025	Deaf Services	275.59	Professional Services
5/09/2025	SPACETOCO VENUE HIRE	40.50	Hire of Equipment and Facilities
5/09/2025	SPACETOCO VENUE HIRE	40.50	Hire of Equipment and Facilities
15/09/2025	SPACETOCO VENUE HIRE	203.00	Hire of Equipment and Facilities
15/09/2025	SP THE PLAY ROOM ONL	76.99	Disputed Transaction
17/09/2025	WOTIF	935.06	Travel and Accommodation
17/09/2025	SPACETOCO VENUE HIRE	305.25	Hire of Equipment and Facilities
9/09/2025	SPACETOCO VENUE HIRE	- 162.00	Hire of Equipment and Facilities
9/09/2025	SPACETOCO VENUE HIRE	- 148.50	Hire of Equipment and Facilities
9/09/2025	SPACETOCO VENUE HIRE	- 84.50	Hire of Equipment and Facilities
Service Lead Cockburn ARC		**717.00**	
11/09/2025	WOOLWORTHS 4394	68.22	Supplies and Materials Purchases
1/09/2025	FACEBK *DKMWJWGD52	48.78	Advertising
22/09/2025	FACEBK *ADTV6YGD52	200.00	Advertising
18/09/2025	FACEBK *N4XPC3VC52	200.00	Advertising
29/09/2025	FACEBK *PRKWLYLC52	200.00	Advertising
Infrastructure & Operations Coordinator		**1,426.98**	
8/09/2025	SPLASH ABOUT AUSTRALIA	530.19	Equipment Purchases
8/09/2025	PAD*World Wide Swim	896.79	Subscriptions and Memberships
Health, Fitness and Wellbeing Coordinator		**1,787.19**	
24/09/2025	WWW.MONSTERBALL.COM.AU	813.60	Hire of Equipment and Facilities
24/09/2025	WOOLWORTHS 4394	62.80	Supplies and Materials Purchases
24/09/2025	OFFICEWORKS 0620	20.85	Supplies and Materials Purchases
24/09/2025	KMART 1362	138.00	Supplies and Materials Purchases
24/09/2025	BUNNINGS 729000	49.94	Supplies and Materials Purchases
11/09/2025	Soundtrack Your Brand	702.00	Subscriptions and Memberships
Customer Experience Coordinator - ARC		**2,842.43**	
1/09/2025	GYMSALES.NET	170.50	Subscriptions and Memberships
26/09/2025	INTNL TRANSACTION FEE	9.46	Bank and Other Fees
26/09/2025	DELIGHTED LLC	378.36	Subscriptions and Memberships
9/09/2025	GYMSALES.NET	170.50	Subscriptions and Memberships
9/09/2025	GYMSALES.NET	242.00	Subscriptions and Memberships

City of Cockburn

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Date	Service Provider	Card Liability	Expense Category
3/09/2025	MOON BOTTLES	785.74	Supplies and Materials Purchases
3/09/2025	Canva* 04627-10149971	17.99	Subscriptions and Memberships
2/09/2025	Google ADS7377651407	128.62	Advertising
8/09/2025	OUTGROW	176.79	Subscriptions and Memberships
8/09/2025	INTNL TRANSACTION FEE	4.42	Bank and Other Fees
15/09/2025	iStock.com	93.50	Subscriptions and Memberships
23/09/2025	WILSON PARKING PER113	10.14	Parking Expenses
23/09/2025	STRIPO.EMAIL EDITOR	303.81	Subscriptions and Memberships
23/09/2025	INTNL TRANSACTION FEE	7.60	Bank and Other Fees
19/09/2025	WOOLWORTHS 4394	175.00	Supplies and Materials Purchases
19/09/2025	COLES 0490	136.00	Supplies and Materials Purchases
5/09/2025	NAAVI PTY LTD	32.00	Subscriptions and Memberships
Youth Centre Coordinator		**911.91**	
26/09/2025	Dominos Estore Success	502.00	Events and Functions
29/09/2025	COCKBURN SUPER CLINI	199.98	Office Supplies
19/09/2025	MEGA MUSIC AUSTRALIA	190.93	Events and Functions
16/09/2025	BUNNINGS 729000	19.00	Program Costs
Branch Support Librarian		**514.47**	
24/09/2025	AMAZON AU MARKETPLACE	55.59	Supplies and Materials Purchases
3/09/2025	Neverfail Springwater	46.20	Hire of Equipment and Facilities
15/09/2025	PAYPAL *BUNNINGSGRO	74.19	Supplies and Materials Purchases
15/09/2025	PAYPAL *OFFICEWORKS	83.28	Supplies and Materials Purchases
22/09/2025	AMAZON AU MARKETPLACE	55.35	Supplies and Materials Purchases
22/09/2025	NEWS PTY LIMITED	88.00	Supplies and Materials Purchases
19/09/2025	PAYPAL *BOUNDIMPRES	51.86	Supplies and Materials Purchases
19/09/2025	PAYPAL *KMARTAUSTRA	60.00	Supplies and Materials Purchases
Service Lead Events and Culture		**933.23**	
11/09/2025	ALDI STORES	40.15	Supplies and Materials Purchases
2/09/2025	COLES 0494	50.00	Conferences and Seminars
9/09/2025	GILBERTS FRESH HILTON	204.97	Events and Functions
15/09/2025	SQ *A PLACE OF SPACE P	177.90	Meeting/Workshop Catering
5/09/2025	OFFICEWORKS 0616	62.60	Supplies and Materials Purchases
4/09/2025	ALDI STORES	18.06	Supplies and Materials Purchases
25/09/2025	170517CH PTY LTD	85.59	Supplies and Materials Purchases
29/09/2025	GILBERTS FRESH HILTON	293.96	Events and Functions
Branch Manager - Spearwood Library		**1,104.26**	
26/09/2025	MYO*GREEN WORLD INDOOR	221.42	Hire of Equipment and Facilities

City of Cockburn

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Date	Service Provider	Card Liability	Expense Category
26/09/2025	MYO*GREEN WORLD INDOOR	221.42	Hire of Equipment and Facilities
19/09/2025	WWW.ADDRESSIFY.COM.AU	440.00	Subscriptions and Memberships
3/09/2025	MYO*GREEN WORLD INDOOR	221.42	Hire of Equipment and Facilities
Executive officer to the Mayor and Council		**750.00**	
9/09/2025	COMPANY DIRECTOR	750.00	Subscriptions and Memberships
Service Lead Parks		**44.00**	
8/09/2025	DMIRS EAST PERTH	44.00	Subscriptions and Memberships
Social Club Coordinator		**1,091.24**	
26/09/2025	ST JOHN AMBULANCE AUST	178.00	Training & Professional Development
8/09/2025	Woolworths Online	294.90	Supplies and Materials Purchases
11/09/2025	WANEWSDTI	150.00	Supplies and Materials Purchases
1/09/2025	Woolworths Online	106.85	Supplies and Materials Purchases
9/09/2025	BUNNINGS 303000	40.87	Supplies and Materials Purchases
18/09/2025	HAMILTON HILL IGA	49.42	Supplies and Materials Purchases
23/09/2025	SQ *VEBAS AQUARIUMS PT	85.00	Supplies and Materials Purchases
23/09/2025	SQ *VEBAS AQUARIUMS PT	77.50	Supplies and Materials Purchases
16/09/2025	Woolworths Online	108.70	Supplies and Materials Purchases
Service Manager Health and Building Services		**602.00**	
9/09/2025	TICKETS*2025 REGIO	220.00	Conferences and Seminars
24/09/2025	AUSTRALIAN INSTITUTE	132.00	Advertising
2/09/2025	SEC*EHA WA	200.00	Training & Professional Development
3/09/2025	SEC*EHA WA	50.00	Training & Professional Development
Service Manager Sustainability		**39.88**	
1/09/2025	ANNUAL FEE	2.67	Bank and Other Fees
12/09/2025	SP AIATSIS ONLINE SH	37.21	Office Supplies
Events Coordinator		**546.80**	
3/09/2025	OFFICEWORKS	15.93	Supplies and Materials Purchases
23/09/2025	BP EXP PHOENIX 6443	11.00	Supplies and Materials Purchases
23/09/2025	ALDI STORES	16.87	Supplies and Materials Purchases
22/09/2025	SQ *YUMMY KINGDOM T&A	444.00	Supplies and Materials Purchases
22/09/2025	SQ *AK FOOD SERVICES W	59.00	Events and Functions
Executive Assistant to the CEO		**6,093.99**	
22/09/2025	CEDA	209.00	Conferences and Seminars
18/09/2025	Subway Spearwood 19850	61.20	Meeting/Workshop Catering

City of Cockburn

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Date	Service Provider	Card Liability	Expense Category
10/09/2025	INTNL TRANSACTION FEE	38.21	Conferences and Seminars
10/09/2025	SP CIRCLE OF SECURITY	1,528.58	Conferences and Seminars
8/09/2025	SEC*LEISHMAN ASSOCIATE	1,419.00	Conferences and Seminars
8/09/2025	SEC*LEISHMAN ASSOCIATE	1,419.00	Conferences and Seminars
12/09/2025	SEC*LEISHMAN ASSOCIATE	1,419.00	Conferences and Seminars
Service Lead Young People		**1,644.34**	
29/09/2025	KMART 1362	155.00	Equipment Purchases
29/09/2025	COLES 0490	58.00	Supplies and Materials Purchases
29/09/2025	COCKBURN SUPER CLINI	31.96	Supplies and Materials Purchases
18/09/2025	Surf Life Saving Weste	160.00	Training & Professional Development
18/09/2025	SQ *LANPA PTY LTD	44.00	Office Supplies
15/09/2025	Surf Life Saving Weste	95.00	Training & Professional Development
3/09/2025	EMPOWERED CENTRE	900.00	Events and Functions
1/09/2025	TICKETS*WA YOUTH A	200.38	Conferences and Seminars
Service Manager Procurement and Contracts		**5,545.20**	
9/09/2025	PASA	1,936.00	Training & Professional Development
9/09/2025	ZLR*FingerFood Caterin	3,629.70	Meeting/Workshop Catering
19/09/2025	MISCELLANEOUS CREDIT	- 20.50	Disputed Transaction
Events Officer		**93.50**	
23/09/2025	COCKBURN POLICE STATIO	93.50	Events and Functions
Group Manager Recreation and Place		**262.17**	
4/09/2025	COOGEE BECH SLSC INC	230.70	Hire of Equipment and Facilities
1/09/2025	IGLOOCOMPANY	9.24	Subscriptions and Memberships
1/09/2025	INTNL TRANSACTION FEE	0.23	Bank and Other Fees
11/09/2025	BIG W 0455	22.00	Equipment Purchases
Citizenship and Civic Services Supervisor		**447.10**	
23/09/2025	WOOLWORTHS 4367	204.40	Office Supplies
12/09/2025	FARMER JACKS SPEARWO	9.00	Meeting/Workshop Catering
11/09/2025	WOOLWORTHS 4367	233.70	Office Supplies
Senior Youth Outreach Worker		**159.72**	
10/09/2025	KMART 1362	38.00	Program Costs
11/09/2025	JIM KIDD SPORTS	9.95	Supplies and Materials Purchases
9/09/2025	OFFICEWORKS 0604	39.37	Program Costs
15/09/2025	MCD WOODBRIDGE	13.25	Program Costs
18/09/2025	Hungry Jacks	11.85	Program Costs

City of Cockburn

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Date	Service Provider	Card Liability	Expense Category
18/09/2025	CIRCUM WASH	2.30	Program Costs
18/09/2025	CIRCUM WASH	22.50	Program Costs
19/09/2025	Hungry Jacks	10.00	Supplies and Materials Purchases
19/09/2025	BP BEELIAR 7395	12.50	Supplies and Materials Purchases
Service Lead Community Development and Place		**667.33**	
15/09/2025	SPACETOCO VENUE HIRE	22.00	Hire of Equipment and Facilities
17/09/2025	LIGHTHOUSE CNR STE	377.52	Meeting/Workshop Catering
15/09/2025	SPACETOCO VENUE HIRE	27.00	Hire of Equipment and Facilities
15/09/2025	FACEBK *E8U3UZU2Y2	14.22	Advertising
19/09/2025	LIGHTHOUSE CNR STE	76.21	Meeting/Workshop Catering
1/09/2025	UBER *TRIP HELP.UBER.C	11.10	Travel and Accommodation
1/09/2025	UBER *TRIP HELP.UBER.C	32.78	Travel and Accommodation
11/09/2025	WOOLWORTHS 4367	106.50	Meeting/Workshop Catering
Senior Community Safety		**10.43**	
17/09/2025	INTNL TRANSACTION FEE	0.06	Bank and Other Fees
17/09/2025	ZEROTIER INC	2.59	Equipment Purchases
15/09/2025	INTNL TRANSACTION FEE	0.19	Bank and Other Fees
15/09/2025	ZEROTIER INC	7.59	Equipment Purchases

Total Cards - 55	**$ 76,070.57**

Credit Card Transactions - transacted in September paid in October 2025

Expense Category2	Description	$
Advertising	facebook Add	493.06
	Facebook Advertising Jnr Sports	200.00
	Facebook Advertising KGA	400.00
	Facebook Homeschool Sports	48.78
	Facebook promotion	14.22
	Facebookadvertising	126.72
	Google Ads Homeschool	128.62
	Online AIBS Building Surveyor Advertisem	132.00
Advertising Total		**1,543.40**
Application, Licence, Registration Fee	Development Application	1,982.35
	EZdrummer 3 music software	317.33
	EZdrummer 3 music software - INTNL Fee	7.93
	Helix Native Music Software	606.96
	Helix Native Music Software - INTNL Fee	15.17
	Logic Pro Sound Editing Software	299.99
	Reaper music software	100.15
	Reaper music software - INTNL Fee	2.50
Application, Licence, Registration Fees Total		**3,332.38**
Bank and Other Fees	Annual Fee	2.67
	international bank fees	3.86
	International Exchange Charge	136.71
	International Transaction Fee	21.73
	Subscriptions	0.23
Bank and Other Fees Total		**165.20**
Conferences and Seminars	1 ticket Engineering Ocean Solutions ED	139.98
	1 ticket EOS tour For Blue	69.99
	2 tickets engineering ocean solutions ED	369.66
	AISA Cyber Conference 2025 Registration	951.36
	AISA Membership	115.50
	CEDA - Addressing Housing Crisis	209.00
	CEDA - Refund	- 209.00
	CEDA Ticket Addressing housing crisis	209.00
	Change Fest 2025	3,047.00
	Change Fest 2025 Conference	1,419.00
	Circle of Security Parenting training	1,566.79
	EHO DoH Mosquito Control Training Cours	220.00
	EOS Conference Tickets	439.65
	Financial Counselling state conference	540.00
	NGAA Federal Roundtable and Awards	150.50
	ROYAL Confernce Presenter Gift Card	50.00
	WALGA Showcase	270.00
	Youth Awards tickets	200.38
	Waste and Recycle Conference	406.00
Conferences and Seminars Total		**10,164.81**

Credit Card Transactions - transacted in September paid in October 2025

Expense Category2	Description	$
Disputed Transaction	Disputed Transaction - Refund Tennis Wes	- 20.50
	Refund for Disputed Transaction	- 1,949.03
	Staff cc - used in error	76.99
Disputed Transaction Total		**- 1,892.54**
Equipment Purchases	4G CCTV VPN Base License	7.59
	4G CCTV VPN Extra Device	2.59
	Badges for Seniors Centre members	172.00
	Bibra Lake Fun Run	22.00
	Catering supplies	30.15
	Coat hanger for staff uniforms	19.99
	CoSafe CCTV Trailer wheel locks	192.00
	Electric Sit/Stand Desks	698.00
	Swim School Equipment	530.19
	Uniform	58.50
	Vaccum for cleaning	155.00
Equipment Purchases Total		**1,888.01**
Events and Functions	10x gift for elected members	60.96
	Catering for Passion and Pro ex Mem Hall	293.96
	Coffees for volunteers	59.00
	CSC Outing	5,239.79
	CURFEW live music event	692.93
	Event Table Cloths	299.88
	LG planners association event	35.00
	Multi floral displays 4 history conf	503.02
	Outing - Seniors Centre	600.00
	Outrage program booking	900.00
	Road Closure	93.50
	ROYAL Conference Tour Food	204.97
	Seniors Centre - Outing	588.00
	Volunteer of the year award	580.80
	Worm farming workshop hire	71.75
Events and Functions Total		**10,223.56**
Hire of Equipment and Facilities	AF Community Classes Hall hire	338.00
	Baby Makes 3 meeting room hire	81.00
	Beeliar Hub venue hire	203.00
	Cancel room hire - Baby Makes 3	- 530.00
	HireCoolbellupHubFroggyOutdoorPlaygroup	130.00
	Indoor plant hire Success Library	368.87
	International Day of People with Disabil	402.00
	Plant hire and maintenance - May 2025	221.42
	Plant hire and maintenance -June 2025	221.42
	Plants and maintenance	221.42
	Refund for Space to Co venue hire	- 26.00
	Refund for venue hire	- 144.00

Credit Card Transactions - transacted in September paid in October 2025

Expense Category2	Description	$
Hire of Equipment and Facilities	Room hire	22.00
	Room hire for event	27.00
	Room Hire Resident Group - Budget	92.25
	Silent Disco Headphones Bond	813.60
	Soccer Club windup	230.70
	Venue Hire - BSS Planning day	366.85
	Venue hire Baby Makes 3	305.25
	Venue hire for Baby makes 3 program	72.00
	Venur hire for baby makes 3 program	104.00
	Water dispenser	46.20
Hire of Equipment and Facilities Total		**3,566.98**
Meeting/Workshop Catering	ARG catering	104.00
	Catering - Royals History Con	3,629.70
	Comm Education for youth services	56.00
	Comm education with Housing Options	12.30
	ELT Meeting catering	61.20
	Food for My Time	79.75
	Food for My time program	144.02
	Fruit for history conf opening event	18.50
	Hammond Park Resi Assoc. AGM catering	82.40
	Ice for bar drinks	9.00
	Meeting refreshments	560.23
	Prescribe burn volunteer welfare	305.49
	Refreshments for drawing class	14.90
	Refreshments for Michelle Johnston talk	31.61
	ROYALS Conference Afternoon tea Azelia L	177.90
Meeting/Workshop Catering Total		**5,287.00**
Motor Vehicle Expenses	Licencing Fees	544.55
Motor Vehicle Expenses Total		**544.55**
Office Supplies	Educational Indigenous Language Map	37.21
	Facilities team stationary	99.50
	First Aid	199.98
	Kitchen supplies for hub and meeting roo	145.45
	milk for meeting room and hub	9.60
	Office beverages supplies	44.00
	Snacks for event catering	26.15
	Staff kitchen & cleaning supplies	438.10
	Stationary, Label maker	103.72
	supplies for kitchen	16.60
Office Supplies Total		**1,120.31**
Parking Expenses	CEDA - Addressing Housing Crisis	22.72
	DevWA meeting 12 Sep parking $20	50.00
	Parking AUKUS community session Fremantl	14.14
	Parking EOS Sundowner Henderson $14.14	14.14

Credit Card Transactions - transacted in September paid in October 2025

Expense Category2	Description	$
Parking Expenses	Parking Fremantle AUKUS meeting	15.21
	UDIA awards parking crown $60.24	60.24
	Wilsons Parking Reimbursed to COC	10.14
Parking Expenses Total		**186.59**
Professional Services	Clin supervision - L Walker	264.00
	Deaf interpreter	275.59
	Medical for new staff A Treble	799.70
	Repairs	406.66
	Story Dogs programme	125.00
Professional Services Total		**1,870.95**
Program Costs	Craft Program	19.00
	Urn for programs	70.39
	Youth Justice Client Mentoring session	25.10
	Youth Outreach ART Program	39.37
	Youth Outreach ART Program storage	38.00
	Youth Outreach Car Wash	24.80
Program Costs Total		**216.66**
Subscriptions and Memberships	AIM membership	49.00
	Canva subscription	39.98
	Cr Corke - AICD Membership to 2026	750.00
	Email Editing Tool	303.81
	Gymsales - Gym	242.00
	Gymsales - Swim	358.99
	Library ChatGPT subscription	34.02
	Library eftpos terminals	396.84
	Library marketing platform	21.89
	Library website hosting	234.70
	Licence renewal	44.00
	Management system software subscription	603.75
	NPS Software	378.36
	Social Media Linker	1.50
	SoundTrack Your Brand Music Subscription	702.00
	Stock Imagery Subscription	93.50
	Subscription	440.00
	Subscriptions	9.24
	Swim School Matching Tool Software	176.79
	the West - DN	32.00
	URL Shortener	53.51
	Virtual Design Seats - September	99.14
	WA Newspaper	32.00
	Welcome Pack Software Licence	32.00
	World Wide Swim School Subscription	896.79
Subscriptions and Memberships Total		**6,025.81**
Supplies and Materials Purchases	2 bags of ice	11.00

Credit Card Transactions - transacted in September paid in October 2025

Expense Category2	Description	$
Supplies and Materials Purchases	200 x Gift Boxes for EM Scarves & Ties	510.17
	2026 Work Diary	29.89
	Additional fish	162.50
	Aqua Nappies	311.00
	Baking cups for kitchen	37.85
	Battery mitre saw	999.00
	Bean Bag Beans & Storage Containers	138.00
	Bereavement flowers	163.71
	Bookclub storage	74.19
	cage mateials. Treeby CC storage	920.58
	Cleaning Supplies Memorial Hall	91.29
	Clients Activity Garden supplies	40.87
	Cobranded Water Bottles	785.74
	Counters Token	15.93
	Cups for SC Event	107.88
	Display Case	20.85
	Display folders for bus tour	42.81
	Drainage tools	146.00
	DVD's for the library	542.59
	First Aid Equipment	229.42
	First Aid supplies	89.96
	First Ait Kit Azelia Ley Museum	85.59
	Get well card for staff member post-op	4.99
	Glass cleaner	90.96
	HWRP Washbay	539.63
	KGA Supplies	62.80
	Lego Diwali Event	44.98
	Library HDMI adaptor	62.90
	Library power adaptor	49.90
	Local stock	170.94
	Meal Ingredients	559.87
	Memory collection items	241.19
	Milk for library staff	9.20
	Newspapers	88.00
	Parent n Play Supplies	68.22
	Pens	70.47
	printing	16.42
	Puppicino's for dogs completed Fur Run	444.00
	racking Op centre	115.68
	replacement book for library	42.24
	ROYAL conference exhib supplies	62.60
	ROYConference Opening Event Bar Supplies	18.06
	Signmaking materials	263.11
	Staff Flowers - Bereivement	75.00

Credit Card Transactions - transacted in September paid in October 2025

Expense Category2	Description	$
Supplies and Materials Purchases	Stamps & ink pad for outreach at Atwell	11.00
	Stationary for the library	71.44
	Stationery supplies	135.14
	Supply for Youth Centre Community Quilt	115.00
	The West Australian	150.00
	Toilet paper	16.87
	Umpire Tubs & KGA Rope	49.94
	Welcome event ROYAL Conference Lighting	40.15
	Youth Justice mentoring	10.00
	Youth Outreach	9.95
	Youth Outreach Vehicle glass cleaner	12.50
Supplies and Materials Purchases Total		**9,279.97**
Training & Professional Development	EHO EHA Training Seminar	250.00
	First Aid	178.00
	First Aid Chayce Conway	180.00
	First Aid Jorden Henson	180.00
	First Aid Julie McDonald	119.00
	Inclusive literacy training 4 staff	610.50
	Pool Lifeguard J Melville S Mclean	358.00
	Pool Lifeguard S McLean	179.00
	QTRA two-day training - 16 February 2026	1,067.00
	sURF lIFE SAVING REQUALIFICATION	95.00
	Surf Rescue Certificate	160.00
	Training	1,936.00
	Vehicle Loading Crane - Anthony Bamford	2,095.00
Training & Professional Development Total		**7,407.50**
Travel and Accommodation	Accom Sydney-COSP training	935.06
	AISA Cyber Conference 2025 Accommodation	1,003.19
	Annual Fee	70.16
	DSCI Conference - Accomodation	6,389.63
	DSCI Conference - Laundry	91.04
	DSCI Conference - Meal	1,531.81
	DSCI Conference - Travel	1,220.68
	Flight, Cyber Conference, DYeoh-Ellerton	1,412.92
	Flights Circle of Security training	711.60
	International Exchange Charge	13.15
	Meal (Team Day)	95.00
	Return flight - Perth/Tasmania - C Kiss	1,436.55
	Taxi for My Time participant	167.16
	Uber	43.88
Travel and Accommodation Total		**15,121.83**
Not Reconciled	Not Reconciled	17.60
Not Reconciled Total		**17.60**
Grand Total		**76,070.57**

City of Cockburn
Woolworths Group Transactions Report
Transactions Made Between 1 October - 31 October 2025

Reference	Date	Amount	Description
Senior Centre - Cook		**1,562.95**	
TI-01EC5-179485	13/10/2025	129.65	Groceries and Consumables
TI-01EC5-179486	14/10/2025	22.70	Groceries and Consumables
TI-01EC5-179487	15/10/2025	413.27	Groceries and Consumables
TI-01EC5-179489	15/10/2025	25.00	Groceries and Consumables
TI-01EC5-17948C	17/10/2025	160.95	Groceries and Consumables
TI-01EC5-17948D	20/10/2025	180.60	Groceries and Consumables
TI-01EC5-17948E	22/10/2025	151.44	Groceries and Consumables
TI-01EC5-179492	24/10/2025	86.80	Groceries and Consumables
TI-01EC5-179493	27/10/2025	129.20	Groceries and Consumables
TI-01EC5-179494	29/10/2025	147.29	Groceries and Consumables
TI-01EC5-179497	31/10/2025	116.05	Groceries and Consumables
Marina Experience Officer		**40.60**	
TI-01EC5-17948B	16/10/2025	40.60	Groceries and Consumables
Service Lead SENIORS		**722.62**	
TI-01EC5-179479	03/10/2025	230.30	Groceries and Consumables
TI-01EC5-17947D	07/10/2025	139.25	Groceries and Consumables
TI-01EC5-17947F	08/10/2025	197.07	Groceries and Consumables
TI-01EC5-179495	29/10/2025	156.00	Groceries and Consumables
Sustainability and Water Projects Officer		**144.48**	
TI-01EC5-179484	10/10/2025	144.48	Groceries and Consumables
Youth Centre Coordinator		**723.73**	
TI-01EC5-17947C	07/10/2025	58.65	Groceries and Consumables
TI-01EC5-179480	08/10/2025	35.45	Groceries and Consumables
TI-01EC5-179481	09/10/2025	95.38	Groceries and Consumables
TI-01EC5-179482	10/10/2025	80.65	Groceries and Consumables
TI-01EC5-179483	10/10/2025	4.00	Groceries and Consumables
TI-01EC5-179488	15/10/2025	48.00	Groceries and Consumables
TI-01EC5-17948F	22/10/2025	205.00	Groceries and Consumables
TI-01EC5-179490	22/10/2025	196.60	Groceries and Consumables
Amenities Officer		**1,147.50**	
TI-01EC5-17947A	06/10/2025	262.00	Groceries and Consumables
TI-01EC5-17947B	06/10/2025	8.00	Groceries and Consumables
TI-01EC5-17947E	07/10/2025	65.45	Groceries and Consumables
TI-01EC5-17948A	16/10/2025	413.65	Groceries and Consumables
TI-01EC5-179496	29/10/2025	398.40	Groceries and Consumables
Marina Manager		**47.90**	
TI-01EC5-179491	23/10/2025	47.90	Groceries and Consumables
Total Cards - 7		**4,389.78**	

City of Cockburn
Bunnings PowerPass Transactions Report
Transactions Made Between 1 October - 31 October 2025

Reference	Date	Amount	Description
Roe 8 Rehabilitation Project Manager		**162.43**	
2015/00187306	8/10/2025	102.25	Supplies and Materials
2015/01793165	30/10/2025	60.18	Supplies and Materials
Waste Collection Supervisor		**47.44**	
2015/01773595	7/10/2025	47.44	Supplies and Materials
City Facilities Coordinator		**63.37**	
2015/01781376	17/10/2025	63.37	Supplies and Materials
Fleet Manager		**51.61**	
2015/01319208	17/10/2025	51.61	Supplies and Materials
City Facilities Technical Officer		**257.51**	
2015/00180478	1/10/2025	7.08	Supplies and Materials
2015/00192848	13/10/2025	8.08	Supplies and Materials
2160/01223662	22/10/2025	242.35	Supplies and Materials
City Greening Supervisor		**328.58**	
2015/00181776	2/10/2025	227.05	Supplies and Materials
2015/01039982	22/10/2025	101.53	Supplies and Materials
Engineering Technical Officer		**41.84**	
2015/00187358	8/10/2025	41.84	Supplies and Materials
Waste Collection Supervisor		**47.51**	
2015/00102152	22/10/2025	47.51	Supplies and Materials
Leading Hand Maintenance		**2,183.36**	
2015/01316813	3/10/2025	293.60	Supplies and Materials
2015/01457316	1/10/2025	1,297.45	Supplies and Materials
2015/01457910	2/10/2025	46.40	Supplies and Materials
2015/01458216	2/10/2025	264.81	Supplies and Materials
2015/01472321	30/10/2025	79.67	Supplies and Materials
2015/01472595	31/10/2025	82.03	Supplies and Materials
2015/01772777	6/10/2025	59.17	Supplies and Materials
2160/01218166	7/10/2025	28.55	Supplies and Materials
2160/01371266	31/10/2025	31.68	Supplies and Materials
Landfill Supervisor HWRP		**136.03**	
2015/01469787	26/10/2025	94.73	Supplies and Materials
2015/01779875	14/10/2025	41.30	Supplies and Materials
Recycling Supervisor		**199.00**	
2015/01779969	14/10/2025	199.00	Supplies and Materials

City of Cockburn
Bunnings PowerPass Transactions Report
Transactions Made Between 1 October - 31 October 2025

Reference	Date	Amount	Description
Building Maintenance Officer		**1,418.09**	
2015/00100332	20/10/2025	57.00	Supplies and Materials
2015/00110218	29/10/2025	38.22	Supplies and Materials
2015/00187757	8/10/2025	16.90	Supplies and Materials
2015/00194396	14/10/2025	37.78	Supplies and Materials
2015/01317511	6/10/2025	90.35	Supplies and Materials
2015/01317515	6/10/2025	69.40	Supplies and Materials
2015/01318635	14/10/2025	122.37	Supplies and Materials
2015/01465070	16/10/2025	508.54	Supplies and Materials
2015/01776158	10/10/2025	103.27	Supplies and Materials
2015/01780170	15/10/2025	72.03	Supplies and Materials
2015/01780231	15/10/2025	54.36	Supplies and Materials
2015/01780654	16/10/2025	80.75	Supplies and Materials
2015/01785959	22/10/2025	113.11	Supplies and Materials
2160/00102158	8/10/2025	18.23	Supplies and Materials
2160/01887695	9/10/2025	35.78	Supplies and Materials
Marina Operations Coordinator		**897.05**	
2015/00196427	16/10/2025	739.08	Supplies and Materials
2015/01792530	29/10/2025	157.97	Supplies and Materials
Environmental Supervisor		**120.88**	
2015/01548758	6/10/2025	120.88	Supplies and Materials
Operations Supervisor		**56.00**	
2015/00110966	30/10/2025	56.00	Supplies and Materials
Maintenance Supervisor - Works		**193.18**	
2015/00111455	30/10/2025	193.18	Supplies and Materials
Parks Supervisor		**306.03**	
2015/00107574	27/10/2025	124.64	Supplies and Materials
2015/00110962	30/10/2025	56.75	Supplies and Materials
2015/01570486	28/10/2025	124.64	Supplies and Materials
Acting Service Lead Civil Infrastructure		**73.18**	
2015/01550217	7/10/2025	14.18	Supplies and Materials
2015/01638514	8/10/2025	59.00	Supplies and Materials
Environmental Education Officer		**481.80**	
2015/01035322	7/10/2025	168.08	Supplies and Materials
2015/01155020	17/10/2025	187.50	Supplies and Materials
2015/01546979	4/10/2025	126.22	Supplies and Materials
Total Cards - 19		**7,064.89**	

BP Australia Pty Ltd
A.B.N. 53 004 085 616
GPO Box 1621
MELBOURNE VIC 3001

BP Plus
Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527

CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
7050 15405338 04250 1HTF630 2058 WHITE FORD RANGER UTILITY	20/10/25	11:22:06	SPEARWOOD WA	6443	007107		ULT DSL	173.74	62.18	98.21	9.82	108.03	48758	1106	5.6	9.8
							DIESEL		62.18	98.21	9.82	108.03				
						TOTAL	**THIS PERIOD**		**62.18**	**98.21**	**9.82**	**108.03**		**1106**	**5.6**	**9.8**
							YEAR TO DATE		1,708.70	2,713.03	271.29	2,984.32		9620	17.8	31.0
Cost Centre			**2058**				DIESEL		62.18	98.21	9.82	108.03				
						TOTAL	**THIS PERIOD**		**62.18**	**98.21**	**9.82**	**108.03**		**1106**	**5.6**	**9.8**
							YEAR TO DATE		1,708.70	2,713.03	271.29	2,984.32		9620	17.8	31.0
7050 15405338 02890	01/10/25	11:13:42	SUCCESS WA	5992	028529		ULT DSL	174.20	56.30	89.16	8.92	98.08	123152	724	7.8	13.5
1GNC833 2067	14/10/25	17:59:18	NAVAL BASE WA	7770	029183		ULT DSL	173.88	59.72	94.40	9.44	103.84	123817	665	9.0	15.6
WHITE KIA SORENTO WAGON	28/10/25	17:26:44	BIBRA LAKE WA	7451	003304		ULSD G10	171.90	41.57	64.96	6.50	71.46	124289	472	8.8	15.1
							DIESEL		157.59	248.52	24.86	273.38				
						TOTAL	**THIS PERIOD**		**157.59**	**248.52**	**24.86**	**273.38**		**1861**	**8.5**	**14.7**
							YEAR TO DATE		1,165.24	1,851.28	185.16	2,036.44		11764	9.9	17.3
Cost Centre			**2067**				DIESEL		157.59	248.52	24.86	273.38				
						TOTAL	**THIS PERIOD**		**157.59**	**248.52**	**24.86**	**273.38**		**1861**	**8.5**	**14.7**
							YEAR TO DATE		1,165.24	1,851.28	185.16	2,036.44		11764	9.9	17.3
7050 90000766 66584 1IKP383 2078 WHITE FORD RANGER	17/10/25	08:29:50	SPEARWOOD WA	6443	007006		ULT DSL	173.88	68.68	108.56	10.86	119.42	13905	811	8.5	14.7
							DIESEL		68.68	108.56	10.86	119.42				
						TOTAL	**THIS PERIOD**		**68.68**	**108.56**	**10.86**	**119.42**		**811**	**8.5**	**14.7**
							YEAR TO DATE		1,010.83	1,605.24	160.54	1,765.78		8458	12.0	20.9
Cost Centre			**2078**				DIESEL		68.68	108.56	10.86	119.42				
						TOTAL	**THIS PERIOD**		**68.68**	**108.56**	**10.86**	**119.42**		**811**	**8.5**	**14.7**
							YEAR TO DATE		1,010.83	1,605.24	160.54	1,765.78		8458	12.0	20.9
7050 90000773 80409	03/10/25	13:27:13	BIBRA LAKE WA	7451	001439		ULT DSL	176.20	68.66	109.98	11.00	120.98	17477	922	7.4	13.1
1IPR378 2098	10/10/25	10:19:18	CURRAMBINE WA	6427	000347		ULT DSL	176.36	70.14	112.45	11.25	123.70	18442	965	7.3	12.8
WHITE MITSUBISHI TRITON	17/10/25	15:47:54	CURRAMBINE WA	6427	000240		ULT DSL	173.88	68.59	108.43	10.84	119.27	19379	937	7.3	12.7

Go paperless and receive your invoices and statements via email. Provide your BP Plus account number along with your email address to aucustcare@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.

BP Australia Pty Ltd
A.B.N. 53 004 085 616
GPO Box 1621
MELBOURNE VIC 3001

BP Plus
Fleet Control Report

Account Enquiries: BP Accounts Receivable Telephone: 1800 225 527

CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
	24/10/25	17:19:25	CURRAMBINE WA	6427	000657		ULT DSL	173.74	65.50	103.45	10.35	113.80	20244	865	7.6	13.2
	27/10/25	11:45:30	BIBRA LAKE WA	7451	003133		AdBlue	199.90 P	18.01	32.73	3.27	36.00	20334	90	20.0	40.0
							ADBLUE		18.01	32.73	3.27	36.00				
							DIESEL		272.89	434.31	43.44	477.75				
						TOTAL	**THIS PERIOD**		**290.90**	**467.04**	**46.71**	**513.75**		**3779**	**7.7**	**13.6**
							YEAR TO DATE		1,531.94	2,423.04	242.31	2,665.35		19490	7.9	13.7
Cost Centre			**2098**				ADBLUE		18.01	32.73	3.27	36.00				
							DIESEL		272.89	434.31	43.44	477.75				
						TOTAL	**THIS PERIOD**		**290.90**	**467.04**	**46.71**	**513.75**		**3779**	**7.7**	**13.6**
							YEAR TO DATE		1,531.94	2,423.04	242.31	2,665.35		19490	7.9	13.7
7050 15405338 04227 1HSW320 2166 WHITE FORD RANGER UTE	07/10/25	10:00:59	BIBRA LAKE WA	7451	001674		ULT DSL	178.36	76.51	124.05	12.41	136.46	59445	920	8.3	14.8
							DIESEL		76.51	124.05	12.41	136.46				
						TOTAL	**THIS PERIOD**		**76.51**	**124.05**	**12.41**	**136.46**		**920**	**8.3**	**14.8**
							YEAR TO DATE		891.65	1,422.87	142.30	1,565.17		10423	8.6	15.0
Cost Centre			**2166**				DIESEL		76.51	124.05	12.41	136.46				
						TOTAL	**THIS PERIOD**		**76.51**	**124.05**	**12.41**	**136.46**		**920**	**8.3**	**14.8**
							YEAR TO DATE		891.65	1,422.87	142.30	1,565.17		10423	8.6	15.0
7050 90000771 84108 1IMX846 2177 WHITE MITSUBISHI TRITON	10/10/25	21:20:13	NORANDA WA	6182	006553		ULT DSL	176.36	70.84	113.57	11.36	124.93	49437			
							DIESEL		70.84	113.57	11.36	124.93				
						TOTAL	**THIS PERIOD**		**70.84**	**113.57**	**11.36**	**124.93**				
							YEAR TO DATE		1,045.36	1,665.31	166.55	1,831.86		12613	8.3	14.5
Cost Centre			**2177**				DIESEL		70.84	113.57	11.36	124.93				
						TOTAL	**THIS PERIOD**		**70.84**	**113.57**	**11.36**	**124.93**				
							YEAR TO DATE		1,045.36	1,665.31	166.55	1,831.86		12613	8.3	14.5
7050 15405338 04235 1HTW447 2206	07/10/25 28/10/25	14:25:12 11:06:20	BIBRA LAKE WA SUCCESS WA	7451 5992	001692 029431		ULT DSL ULT DSL	178.36 170.90	75.49 74.68	122.41 116.03	12.24 11.60	134.65 127.63	61667 62405	728 738	10.4 10.1	18.5 17.3

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
WHITE FORD RANGER UTILITY																	
								DIESEL		150.17	238.44	23.84	262.28				
							TOTAL	**THIS PERIOD**		**150.17**	**238.44**	**23.84**	**262.28**		**1466**	**10.2**	**17.9**
								YEAR TO DATE		1,307.16	2,109.64	210.97	2,320.61		14804	8.8	15.7
Cost Centre			**2206**					DIESEL		150.17	238.44	23.84	262.28				
							TOTAL	**THIS PERIOD**		**150.17**	**238.44**	**23.84**	**262.28**		**1466**	**10.2**	**17.9**
								YEAR TO DATE		1,307.16	2,109.64	210.97	2,320.61		14804	8.8	15.7
7050 15405338 03575	08/10/25	11:40:13	SPEARWOOD	WA	6443	006756		ULP UNM	161.81	29.22	42.98	4.30	47.28	49025	598	4.9	7.9
1GZQ778 2217	30/10/25	14:07:59	SPEARWOOD	WA	6443	007445		ULP 95 UNM	168.69	36.55	56.05	5.61	61.66	49742	717	5.1	8.6
WHITE TOYOTA CAMRY SEDAN																	
								M/S		65.77	99.03	9.91	108.94				
							TOTAL	**THIS PERIOD**		**65.77**	**99.03**	**9.91**	**108.94**		**1315**	**5.0**	**8.3**
								YEAR TO DATE		571.61	865.12	86.54	951.66		9690	5.9	9.8
Cost Centre			**2217**					M/S		65.77	99.03	9.91	108.94				
							TOTAL	**THIS PERIOD**		**65.77**	**99.03**	**9.91**	**108.94**		**1315**	**5.0**	**8.3**
								YEAR TO DATE		571.61	865.12	86.54	951.66		9690	5.9	9.8
7050 15405338 04532	01/10/25	07:10:57	COCKBURN CENTRAL	WA	7395	012180		ULT DSL	176.20	52.35	83.85	8.39	92.24	42622	465	11.3	19.8
1IDI923 2236	06/10/25	07:36:12	COCKBURN CENTRAL	WA	7395	012476		ULT DSL	178.36	46.71	75.74	7.57	83.31	43036	414	11.3	20.1
WHITE FORD RANGER	12/10/25	17:32:37	WEMBLEY	WA	6211	029675		ULT DSL	176.36	54.08	86.71	8.67	95.38	43579	543	10.0	17.6
	17/10/25	18:15:50	BALDIVIS	WA	7375	091868		ULT DSL	173.88	49.98	79.01	7.90	86.91	43980	401	12.5	21.7
	28/10/25	04:38:47	BALDIVIS	WA	7375	031875		ULT DSL	170.90	72.03	111.91	11.19	123.10	44505	525	13.7	23.4
								DIESEL		275.15	437.22	43.72	480.94				
							TOTAL	**THIS PERIOD**		**275.15**	**437.22**	**43.72**	**480.94**		**2348**	**11.7**	**20.5**
								YEAR TO DATE		2,311.49	3,706.52	370.66	4,077.18		19900	11.6	20.5
Cost Centre			**2236**					DIESEL		275.15	437.22	43.72	480.94				
							TOTAL	**THIS PERIOD**		**275.15**	**437.22**	**43.72**	**480.94**		**2348**	**11.7**	**20.5**
								YEAR TO DATE		2,311.49	3,706.52	370.66	4,077.18		19900	11.6	20.5
7050 15405338 04052	02/10/25	09:42:02	SUCCESS	WA	5992	028564		ULT DSL	174.20	35.44	56.13	5.61	61.74	99807			
1GMF052 2246	24/10/25	11:59:40	SPEARWOOD	WA	6443	007258		ULT DSL	173.74	44.83	70.81	7.08	77.89	777			
WHITE SUBARU OUTBACK																	

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
WAGON																
							DIESEL		80.27	126.94	12.69	139.63				
						TOTAL	**THIS PERIOD**		**80.27**	**126.94**	**12.69**	**139.63**				
							YEAR TO DATE		446.30	710.54	71.04	781.58		3364	13.3	23.2
Cost Centre			**2246**				DIESEL		80.27	126.94	12.69	139.63				
						TOTAL	**THIS PERIOD**		**80.27**	**126.94**	**12.69**	**139.63**				
							YEAR TO DATE		446.30	710.54	71.04	781.58		3364	13.3	23.2
7050 15405338 04177	01/10/25	12:03:16	BIBRA LAKE WA	7451	001265		ULT DSL	176.20	68.17	109.20	10.92	120.12	68926	654	10.4	18.4
1HRY951 2257	28/10/25	08:09:27	CANNING VALE WA	9073	028347		ULT DSL	170.90	72.26	112.27	11.23	123.50	69641	715	10.1	17.3
WHITE FORD RANGER UTE							DIESEL		140.43	221.47	22.15	243.62				
						TOTAL	**THIS PERIOD**		**140.43**	**221.47**	**22.15**	**243.62**		**1369**	**10.3**	**17.8**
							YEAR TO DATE		865.00	1,375.14	137.51	1,512.65		8565	10.1	17.7
Cost Centre			**2257**				DIESEL		140.43	221.47	22.15	243.62				
						TOTAL	**THIS PERIOD**		**140.43**	**221.47**	**22.15**	**243.62**		**1369**	**10.3**	**17.8**
							YEAR TO DATE		865.00	1,375.14	137.51	1,512.65		8565	10.1	17.7
7050 15405338 04482	07/10/25	10:10:33	BIBRA LAKE WA	7451	083546		ULT DSL	178.36	76.90	124.69	12.47	137.16	16778	847	9.1	16.2
1ICB465 2297																
FORD RANGER WHITE							DIESEL		76.90	124.69	12.47	137.16				
						TOTAL	**THIS PERIOD**		**76.90**	**124.69**	**12.47**	**137.16**		**847**	**9.1**	**16.2**
							YEAR TO DATE		696.69	1,114.92	111.50	1,226.42		7158	9.7	17.1
Cost Centre			**2297**				DIESEL		76.90	124.69	12.47	137.16				
						TOTAL	**THIS PERIOD**		**76.90**	**124.69**	**12.47**	**137.16**		**847**	**9.1**	**16.2**
							YEAR TO DATE		696.69	1,114.92	111.50	1,226.42		7158	9.7	17.1
7050 15405338 04169	07/10/25	07:11:26	BIBRA LAKE WA	7451	001657		ULT DSL	178.36	74.03	120.04	12.00	132.04	64480	1000	7.4	13.2
1HRY950 2308	20/10/25	17:14:13	ERSKINE WA	1214	005391		ULT DSL	170.90 P	73.81	114.67	11.47	126.14	6548			
WHITE FORD RANGER UTE	30/10/25	09:23:38	BIBRA LAKE WA	7451	003417		ULT DSL	172.90	73.04	114.81	11.48	126.29	66454			

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		220.88	349.52	34.95	384.47				
						TOTAL	**THIS PERIOD**		**220.88**	**349.52**	**34.95**	**384.47**		**1000**	**22.1**	**38.4**
							YEAR TO DATE		1,635.30	2,601.32	260.14	2,861.46		17800	9.2	16.1
Cost Centre			**2308**				DIESEL		220.88	349.52	34.95	384.47				
						TOTAL	**THIS PERIOD**		**220.88**	**349.52**	**34.95**	**384.47**		**1000**	**22.1**	**38.4**
							YEAR TO DATE		1,635.30	2,601.32	260.14	2,861.46		17800	9.2	16.1
7050 90000771 87606	09/10/25	10:08:12	BIBRA LAKE WA	7451	083655		ULSD G10	177.36	60.96	98.29	9.83	108.12	10233	566	10.8	19.1
1INV015 2318	24/10/25	12:23:49	BIBRA LAKE WA	7451	002979		ULSD G10	174.74	67.68	107.51	10.75	118.26	11025	792	8.5	14.9
WHITE MITSUBISHI TRITON							DIESEL		128.64	205.80	20.58	226.38				
						TOTAL	**THIS PERIOD**		**128.64**	**205.80**	**20.58**	**226.38**		**1358**	**9.5**	**16.7**
							YEAR TO DATE		851.05	1,348.42	134.83	1,483.25		4332	19.6	34.2
Cost Centre			**2318**				DIESEL		128.64	205.80	20.58	226.38				
						TOTAL	**THIS PERIOD**		**128.64**	**205.80**	**20.58**	**226.38**		**1358**	**9.5**	**16.7**
							YEAR TO DATE		851.05	1,348.42	134.83	1,483.25		4332	19.6	34.2
7050 15405338 04219	09/10/25	15:45:23	SUCCESS WA	5992	028785		ULT DSL	176.36	76.23	122.22	12.22	134.44	21678	715	10.7	18.8
1HSW321 2329																
WHITE FORD RANGER UTE							DIESEL		76.23	122.22	12.22	134.44				
						TOTAL	**THIS PERIOD**		**76.23**	**122.22**	**12.22**	**134.44**		**715**	**10.7**	**18.8**
							YEAR TO DATE		690.94	1,103.37	110.33	1,213.70		5854	11.8	20.7
Cost Centre			**2329**				DIESEL		76.23	122.22	12.22	134.44				
						TOTAL	**THIS PERIOD**		**76.23**	**122.22**	**12.22**	**134.44**		**715**	**10.7**	**18.8**
							YEAR TO DATE		690.94	1,103.37	110.33	1,213.70		5854	11.8	20.7
7050 15405338 03526	07/10/25	16:42:25	BIBRA LAKE WA	7451	001718		ULT DSL	178.36	56.16	91.06	9.11	100.17	65324	536	10.5	18.7
1GYO863 2355	28/10/25	16:12:14	BIBRA LAKE WA	7451	003296		ULT DSL	172.90	46.36	72.87	7.29	80.16	65746	422	11.0	19.0
WHITE FORD RANGER UTILITY																

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BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		102.52	163.93	16.40	180.33				
							TOTAL	**THIS PERIOD**		**102.52**	**163.93**	**16.40**	**180.33**		**958**	**10.7**	**18.8**
								YEAR TO DATE		832.95	1,336.61	133.66	1,470.27		7386	11.3	19.9
Cost Centre			**2355**					DIESEL		102.52	163.93	16.40	180.33				
							TOTAL	**THIS PERIOD**		**102.52**	**163.93**	**16.40**	**180.33**		**958**	**10.7**	**18.8**
								YEAR TO DATE		832.95	1,336.61	133.66	1,470.27		7386	11.3	19.9
7050 90000768 32418 1ILA232 2377 WHITE MITSUBISHI TRITON	01/10/25	09:05:56	BIBRA LAKE	WA	7451	083316		ULSD G10	175.20	67.38	107.32	10.73	118.05	2410	2157	3.1	5.5
								DIESEL		67.38	107.32	10.73	118.05				
							TOTAL	**THIS PERIOD**		**67.38**	**107.32**	**10.73**	**118.05**		**2157**	**3.1**	**5.5**
								YEAR TO DATE		258.46	417.22	41.73	458.95		2157	12.0	21.3
Cost Centre			**2377**					DIESEL		67.38	107.32	10.73	118.05				
							TOTAL	**THIS PERIOD**		**67.38**	**107.32**	**10.73**	**118.05**		**2157**	**3.1**	**5.5**
								YEAR TO DATE		258.46	417.22	41.73	458.95		2157	12.0	21.3
7050 15405338 04276 HUL718 2388 WHITE FORD RANGER UTE	01/10/25 09/10/25 21/10/25 30/10/25	12:22:52 12:32:41 15:58:34 13:28:03	BIBRA LAKE BIBRA LAKE BIBRA LAKE BIBRA LAKE	WA WA WA WA	7451 7451 7451 7451	083336 001858 002742 003452		ULT DSL ULT DSL ULT DSL ULT DSL	176.20 178.36 175.74 172.90	74.47 65.86 69.67 63.50	119.29 106.79 111.31 99.81	11.93 10.68 11.13 9.98	131.22 117.47 122.44 109.79	45010 45739 46949 47325	850 729 1210 376	8.8 9.0 5.8 16.9	15.4 16.1 10.1 29.2
								DIESEL		273.50	437.20	43.72	480.92				
							TOTAL	**THIS PERIOD**		**273.50**	**437.20**	**43.72**	**480.92**		**3165**	**8.6**	**15.2**
								YEAR TO DATE		1,589.51	2,563.09	256.30	2,819.39		13188	12.1	21.4
Cost Centre			**2388**					DIESEL		273.50	437.20	43.72	480.92				
							TOTAL	**THIS PERIOD**		**273.50**	**437.20**	**43.72**	**480.92**		**3165**	**8.6**	**15.2**
								YEAR TO DATE		1,589.51	2,563.09	256.30	2,819.39		13188	12.1	21.4
7050 15405338 04490 1ICH248 2398 FORD RANGER WHITE	13/10/25	10:46:50	BIBRA LAKE	WA	7451	002039		ULSD G10	174.88	48.08	76.44	7.64	84.08	777			

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		48.08	76.44	7.64	84.08				
							TOTAL	**THIS PERIOD**		**48.08**	**76.44**	**7.64**	**84.08**				
								YEAR TO DATE		1,018.91	1,642.55	164.24	1,806.79		7392	13.8	24.4
Cost Centre			**2398**					DIESEL		48.08	76.44	7.64	84.08				
							TOTAL	**THIS PERIOD**		**48.08**	**76.44**	**7.64**	**84.08**				
								YEAR TO DATE		1,018.91	1,642.55	164.24	1,806.79		7392	13.8	24.4
7050 15405338 04359	01/10/25	13:33:07	NAVAL BASE	WA	7770	057342		ULT DSL	174.20	51.90	82.19	8.22	90.41	88680	314	16.5	28.8
1GYZ376 2407	13/10/25	14:00:28	BIBRA LAKE	WA	7451	002060		ULSD G10	174.88	50.26	79.91	7.99	87.90	88979	299	16.8	29.4
WHITE MITSUBISHI TRITON UTE	23/10/25	11:50:33	SUCCESS	WA	5992	050942		ULT DSL	173.74	53.22	84.05	8.41	92.46	89327	348	15.3	26.6
								DIESEL		155.38	246.15	24.62	270.77				
							TOTAL	**THIS PERIOD**		**155.38**	**246.15**	**24.62**	**270.77**		**961**	**16.2**	**28.2**
								YEAR TO DATE		1,369.89	2,185.47	218.55	2,404.02		6806	20.1	35.3
Cost Centre			**2407**					DIESEL		155.38	246.15	24.62	270.77				
							TOTAL	**THIS PERIOD**		**155.38**	**246.15**	**24.62**	**270.77**		**961**	**16.2**	**28.2**
								YEAR TO DATE		1,369.89	2,185.47	218.55	2,404.02		6806	20.1	35.3
7050 90000768 57845	01/10/25	14:01:36	BIBRA LAKE	WA	7451	001282		ULT DSL	176.20	66.47	106.47	10.65	117.12	27397	808	8.2	14.5
1IMB671 2419	10/10/25	15:42:08	BIBRA LAKE	WA	7451	001935		ULT DSL	178.36	78.37	127.07	12.71	139.78	28354	957	8.2	14.6
WHITE FORD RANGER	23/10/25	17:28:48	SINGLETON	WA	1151	013547		ULT DSL	173.74	79.93	126.25	12.62	138.87	29236	882	9.1	15.7
	29/10/25	13:04:17	BIBRA LAKE	WA	7451	084246		ULT DSL	172.90	40.71	63.99	6.40	70.39	29737	501	8.1	14.0
								DIESEL		265.48	423.78	42.38	466.16				
							TOTAL	**THIS PERIOD**		**265.48**	**423.78**	**42.38**	**466.16**		**3148**	**8.4**	**14.8**
								YEAR TO DATE		2,563.14	4,108.70	410.85	4,519.55		27312	9.4	16.5
Cost Centre			**2419**					DIESEL		265.48	423.78	42.38	466.16				
							TOTAL	**THIS PERIOD**		**265.48**	**423.78**	**42.38**	**466.16**		**3148**	**8.4**	**14.8**
								YEAR TO DATE		2,563.14	4,108.70	410.85	4,519.55		27312	9.4	16.5
7050 90000774 19660	09/10/25	09:44:25	BIBRA LAKE	WA	7451	083651		ULT DSL	178.36	73.18	118.66	11.87	130.53	7860	705	10.4	18.5
1IPR226 2439	24/10/25	13:10:25	SPEARWOOD	WA	6443	007262		ULT DSL	173.74	73.25	115.69	11.57	127.26	8537	677	10.8	18.8
WHITE FORD RANGER																	

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		146.43	234.35	23.44	257.79				
						TOTAL	**THIS PERIOD**		**146.43**	**234.35**	**23.44**	**257.79**		**1382**	**10.6**	**18.7**
							YEAR TO DATE		925.78	1,459.90	146.01	1,605.91		8466	10.9	19.0
Cost Centre			**2439**				DIESEL		146.43	234.35	23.44	257.79				
						TOTAL	**THIS PERIOD**		**146.43**	**234.35**	**23.44**	**257.79**		**1382**	**10.6**	**18.7**
							YEAR TO DATE		925.78	1,459.90	146.01	1,605.91		8466	10.9	19.0
7050 90000776 81897	12/10/25	21:40:16	SPEARWOOD WA	6443	006869		ULT DSL	176.36	35.65	57.15	5.72	62.87	7130	653	5.5	9.6
1IMH221 2447	20/10/25	12:31:55	BIBRA LAKE WA	7451	002608		ULSD G10	174.74	64.07	101.78	10.18	111.96	71304			
WHITE FORD RANGER							DIESEL		99.72	158.93	15.90	174.83				
						TOTAL	**THIS PERIOD**		**99.72**	**158.93**	**15.90**	**174.83**		**653**	**15.3**	**26.8**
							YEAR TO DATE		290.31	462.90	46.29	509.19		1737	16.7	29.3
Cost Centre			**2447**				DIESEL		99.72	158.93	15.90	174.83				
						TOTAL	**THIS PERIOD**		**99.72**	**158.93**	**15.90**	**174.83**		**653**	**15.3**	**26.8**
							YEAR TO DATE		290.31	462.90	46.29	509.19		1737	16.7	29.3
7050 90000774 56704	03/10/25	07:45:27	MYAREE WA	1840	090517		ULT DSL	174.20	49.52	78.43	7.84	86.27	500			
1IPR377 2458	23/10/25	08:38:49	PIARA WATERS WA	1110	035797		ULT DSL	173.74	47.85	75.57	7.56	83.13	1000	500	9.6	16.6
WHITE FORD RANGER							DIESEL		97.37	154.00	15.40	169.40				
						TOTAL	**THIS PERIOD**		**97.37**	**154.00**	**15.40**	**169.40**		**500**	**19.5**	**33.9**
							YEAR TO DATE		97.37	154.00	15.40	169.40		500	19.5	33.9
Cost Centre			**2458**				DIESEL		97.37	154.00	15.40	169.40				
						TOTAL	**THIS PERIOD**		**97.37**	**154.00**	**15.40**	**169.40**		**500**	**19.5**	**33.9**
							YEAR TO DATE		97.37	154.00	15.40	169.40		500	19.5	33.9
7050 90000776 04873	27/10/25	14:16:23	BIBRA LAKE WA	7451	084177		ULSD G10	171.90	53.43	83.50	8.35	91.85	3616	586	9.1	15.7
1IRI594 2468																
WHITE FORD RANGER																

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		53.43	83.50	8.35	91.85				
							TOTAL	**THIS PERIOD**		**53.43**	**83.50**	**8.35**	**91.85**		**586**	**9.1**	**15.7**
								YEAR TO DATE		315.91	502.83	50.29	553.12		2499	12.6	22.1
Cost Centre			**2468**					DIESEL		53.43	83.50	8.35	91.85				
							TOTAL	**THIS PERIOD**		**53.43**	**83.50**	**8.35**	**91.85**		**586**	**9.1**	**15.7**
								YEAR TO DATE		315.91	502.83	50.29	553.12		2499	12.6	22.1
7050 15405338 03971	30/09/25	10:18:18	BIBRA LAKE	WA	7451	083272		ULSD G10	175.20	68.20	108.63	10.86	119.49	61997	697	9.8	17.1
1HMI124 2497	07/10/25	09:54:02	BIBRA LAKE	WA	7451	083543		ULSD G10	177.36	53.54	86.33	8.63	94.96	62550	553	9.7	17.2
WHITE FORD RANGER UTE	20/10/25	15:41:48	BIBRA LAKE	WA	7451	002637		ULSD G10	174.74	66.56	105.74	10.57	116.31	63300	750	8.9	15.5
								DIESEL		188.30	300.70	30.06	330.76				
							TOTAL	**THIS PERIOD**		**188.30**	**300.70**	**30.06**	**330.76**		**2000**	**9.4**	**16.5**
								YEAR TO DATE		1,445.38	2,321.41	232.14	2,553.55		15715	9.2	16.2
Cost Centre			**2497**					DIESEL		188.30	300.70	30.06	330.76				
							TOTAL	**THIS PERIOD**		**188.30**	**300.70**	**30.06**	**330.76**		**2000**	**9.4**	**16.5**
								YEAR TO DATE		1,445.38	2,321.41	232.14	2,553.55		15715	9.2	16.2
7050 90000768 87727	21/10/25	19:04:55	SPEARWOOD	WA	6443	007167		ULT DSL	173.74	63.48	100.26	10.03	110.29	11848	753	8.4	14.6
1IML915 2508																	
WHITE FORD RANGER																	
								DIESEL		63.48	100.26	10.03	110.29				
							TOTAL	**THIS PERIOD**		**63.48**	**100.26**	**10.03**	**110.29**		**753**	**8.4**	**14.6**
								YEAR TO DATE		1,034.18	1,651.82	165.19	1,817.01		7896	13.1	23.0
Cost Centre			**2508**					DIESEL		63.48	100.26	10.03	110.29				
							TOTAL	**THIS PERIOD**		**63.48**	**100.26**	**10.03**	**110.29**		**753**	**8.4**	**14.6**
								YEAR TO DATE		1,034.18	1,651.82	165.19	1,817.01		7896	13.1	23.0
7050 15405338 03708	18/10/25	18:23:06	COCKBURN CENTRAL	WA	7395	013366		ULT DSL	175.88	33.51	53.58	5.36	58.94	26375			
1HCC815 2515																	
WHITE FORD RANGER UTILITY																	

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		33.51	53.58	5.36	58.94				
						TOTAL	**THIS PERIOD**		**33.51**	**53.58**	**5.36**	**58.94**				
							YEAR TO DATE		290.85	463.45	46.35	509.80		287	101.3	177.6
Cost Centre			**2515**				DIESEL		33.51	53.58	5.36	58.94				
						TOTAL	**THIS PERIOD**		**33.51**	**53.58**	**5.36**	**58.94**				
							YEAR TO DATE		290.85	463.45	46.35	509.80		287	101.3	177.6
7050 15405338 04110	17/10/25	10:55:48	COCKBURN CENTRAL WA	7395	013293		ULP UNM	160.89	5.90	8.63	0.86	9.49	1			
1HPF979 2523	19/10/25	12:11:08	SUCCESS WA	5992	029096		ULT DSL	173.88	31.09	49.15	4.91	54.06	7237			
ISUZU D-MAX UTILITY							DIESEL		31.09	49.15	4.91	54.06				
							M/S		5.90	8.63	0.86	9.49				
						TOTAL	**THIS PERIOD**		**36.99**	**57.78**	**5.77**	**63.55**				
							YEAR TO DATE		170.47	265.07	26.50	291.57				
Cost Centre			**2523**				DIESEL		31.09	49.15	4.91	54.06				
							M/S		5.90	8.63	0.86	9.49				
						TOTAL	**THIS PERIOD**		**36.99**	**57.78**	**5.77**	**63.55**				
							YEAR TO DATE		170.47	265.07	26.50	291.57				
7050 90000769 77148	07/10/25	15:30:49	HUNTINGDALE WA	6117	015523		ULT DSL	176.36	68.35	109.58	10.96	120.54	777			
1IML918 2538	30/10/25	11:48:36	COCKBURN CENTRAL WA	7395	014175		ULT DSL	172.90	58.94	92.65	9.26	101.91	777			
WHITE MITSUBISHI TRITON							DIESEL		127.29	202.23	20.22	222.45				
						TOTAL	**THIS PERIOD**		**127.29**	**202.23**	**20.22**	**222.45**				
							YEAR TO DATE		976.65	1,562.37	156.23	1,718.60		3637	26.9	47.3
Cost Centre			**2538**				DIESEL		127.29	202.23	20.22	222.45				
						TOTAL	**THIS PERIOD**		**127.29**	**202.23**	**20.22**	**222.45**				
							YEAR TO DATE		976.65	1,562.37	156.23	1,718.60		3637	26.9	47.3
7050 90000765 36639	06/10/25	11:15:19	BIBRA LAKE WA	7451	001584		ULT DSL	178.36	61.23	99.28	9.93	109.21	23931	552	11.1	19.8
1IJD383 2556	22/10/25	12:19:23	BIBRA LAKE WA	7451	002820		ULT DSL	175.74	64.35	102.81	10.28	113.09	24370	439	14.7	25.8
WHITE FORD RANGER																

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		125.58	202.09	20.21	222.30				
						TOTAL	**THIS PERIOD**		**125.58**	**202.09**	**20.21**	**222.30**		**991**	**12.7**	**22.4**
							YEAR TO DATE		1,141.68	1,834.39	183.46	2,017.85		14849	7.7	13.6
Cost Centre			**2556**				DIESEL		125.58	202.09	20.21	222.30				
						TOTAL	**THIS PERIOD**		**125.58**	**202.09**	**20.21**	**222.30**		**991**	**12.7**	**22.4**
							YEAR TO DATE		1,141.68	1,834.39	183.46	2,017.85		14849	7.7	13.6
7050 90000771 17629	08/10/25	06:27:40	BIBRA LAKE WA	7451	001737		ULT DSL	178.36	73.63	119.39	11.94	131.33	13168	887	8.3	14.8
1INZ645 2566	22/10/25	09:28:52	BIBRA LAKE WA	7451	002799		ULT DSL	175.74	64.38	102.85	10.29	113.14	13192	24	268.2	471.4
WHITE FORD RANGER							DIESEL		138.01	222.24	22.23	244.47				
						TOTAL	**THIS PERIOD**		**138.01**	**222.24**	**22.23**	**244.47**		**911**	**15.1**	**26.8**
							YEAR TO DATE		1,126.03	1,790.05	179.00	1,969.05		9908	11.4	19.9
Cost Centre			**2566**				DIESEL		138.01	222.24	22.23	244.47				
						TOTAL	**THIS PERIOD**		**138.01**	**222.24**	**22.23**	**244.47**		**911**	**15.1**	**26.8**
							YEAR TO DATE		1,126.03	1,790.05	179.00	1,969.05		9908	11.4	19.9
7050 15405338 04094	05/10/25	13:04:36	BIBRA LAKE WA	7451	001530		ULSD G10	175.20	66.20	105.44	10.54	115.98	4490			
1HPP327 2575	22/10/25	11:40:48	COCKBURN CENTRAL WA	7395	013624		ULT DSL	175.74	67.25	107.44	10.74	118.18	64652			
WHITE ISUZU D-MAX UTE							DIESEL		133.45	212.88	21.28	234.16				
						TOTAL	**THIS PERIOD**		**133.45**	**212.88**	**21.28**	**234.16**				
							YEAR TO DATE		1,417.26	2,290.63	229.04	2,519.67		10470	13.5	24.1
Cost Centre			**2575**				DIESEL		133.45	212.88	21.28	234.16				
						TOTAL	**THIS PERIOD**		**133.45**	**212.88**	**21.28**	**234.16**				
							YEAR TO DATE		1,417.26	2,290.63	229.04	2,519.67		10470	13.5	24.1
7050 90000769 68188	02/10/25	07:26:51	BIBRA LAKE WA	7451	001326		ULSD G10	175.20	66.03	105.17	10.52	115.69	13618	659	10.0	17.6
1IMB041 2597																
WHITE FORD RANGER																

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CITY OF COCKBURN

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Accounts Payable (Invoice Only) PO 067775
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BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		66.03	105.17	10.52	115.69				
						TOTAL	**THIS PERIOD**		**66.03**	**105.17**	**10.52**	**115.69**		**659**	**10.0**	**17.6**
							YEAR TO DATE		1,292.14	2,050.23	205.02	2,255.25		12483	10.4	18.1
Cost Centre			**2597**				DIESEL		66.03	105.17	10.52	115.69				
						TOTAL	**THIS PERIOD**		**66.03**	**105.17**	**10.52**	**115.69**		**659**	**10.0**	**17.6**
							YEAR TO DATE		1,292.14	2,050.23	205.02	2,255.25		12483	10.4	18.1
7050 90000766 04643	15/10/25	14:13:51	BIBRA LAKE WA	7451	083834		ULT DSL	175.88	61.48	98.30	9.83	108.13	30424	413	14.9	26.2
1HOK040 2606	30/10/25	07:05:13	BIBRA LAKE WA	7451	003405		ULT DSL	172.90	65.73	103.32	10.33	113.65	30878	454	14.5	25.0
WHITE FORD RANGER UTILITY							DIESEL		127.21	201.62	20.16	221.78				
						TOTAL	**THIS PERIOD**		**127.21**	**201.62**	**20.16**	**221.78**		**867**	**14.7**	**25.6**
							YEAR TO DATE		1,138.58	1,823.21	182.30	2,005.51		7216	15.8	27.8
Cost Centre			**2606**				DIESEL		127.21	201.62	20.16	221.78				
						TOTAL	**THIS PERIOD**		**127.21**	**201.62**	**20.16**	**221.78**		**867**	**14.7**	**25.6**
							YEAR TO DATE		1,138.58	1,823.21	182.30	2,005.51		7216	15.8	27.8
7050 15405338 04417	07/10/25	06:16:30	BIBRA LAKE WA	7451	083506		ULSD G10	177.36	50.87	82.02	8.20	90.22	52700	300	17.0	30.1
1GRB219 2626	22/10/25	06:12:39	BIBRA LAKE WA	7451	002765		ULSD G10	174.74	45.97	73.03	7.30	80.33	53000	300	15.3	26.8
WHITE MITSUBISHI TRITON UTE							DIESEL		96.84	155.05	15.50	170.55				
						TOTAL	**THIS PERIOD**		**96.84**	**155.05**	**15.50**	**170.55**		**600**	**16.1**	**28.4**
							YEAR TO DATE		825.42	1,328.15	132.84	1,460.99		4900	16.8	29.8
Cost Centre			**2626**				DIESEL		96.84	155.05	15.50	170.55				
						TOTAL	**THIS PERIOD**		**96.84**	**155.05**	**15.50**	**170.55**		**600**	**16.1**	**28.4**
							YEAR TO DATE		825.42	1,328.15	132.84	1,460.99		4900	16.8	29.8
7050 15405338 04029	14/10/25	12:11:14	BIBRA LAKE WA	7451	002163		ULSD G10	174.88	63.86	101.53	10.15	111.68	64109	674	9.5	16.6
1HOA671 2646	21/10/25	15:29:03	BIBRA LAKE WA	7451	002738		ULT DSL	175.74	65.39	104.47	10.45	114.92	65806	1697	3.9	6.8
WHITE MITSUBISHI TRITON																

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Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		129.25	206.00	20.60	226.60				
							TOTAL	**THIS PERIOD**		**129.25**	**206.00**	**20.60**	**226.60**		**2371**	**5.5**	**9.6**
								YEAR TO DATE		1,343.29	2,143.07	214.31	2,357.38		14889	9.0	15.8
Cost Centre			**2646**					DIESEL		129.25	206.00	20.60	226.60				
							TOTAL	**THIS PERIOD**		**129.25**	**206.00**	**20.60**	**226.60**		**2371**	**5.5**	**9.6**
								YEAR TO DATE		1,343.29	2,143.07	214.31	2,357.38		14889	9.0	15.8
7050 15405338 04037	06/10/25	13:12:41	COCKBURN CENTRAL	WA	7395	012499		ULT DSL	178.36	78.38	127.09	12.71	139.80	67972	647	12.1	21.6
1HOQ717 2656	16/10/25	07:29:43	COCKBURN CENTRAL	WA	7395	013168		ULT DSL	175.88	75.42	120.59	12.06	132.65	68621	649	11.6	20.4
FORD RANGER XL SC	24/10/25	06:25:33	COCKBURN CENTRAL	WA	7395	013749		ULT DSL	175.74	72.44	115.74	11.57	127.31	69225	604	12.0	21.1
	30/10/25	14:44:37	COCKBURN CENTRAL	WA	7395	014193		ULT DSL	172.90	73.85	116.08	11.61	127.69	69808	583	12.7	21.9
								DIESEL		300.09	479.50	47.95	527.45				
							TOTAL	**THIS PERIOD**		**300.09**	**479.50**	**47.95**	**527.45**		**2483**	**12.1**	**21.2**
								YEAR TO DATE		2,220.58	3,581.29	358.13	3,939.42		17442	12.7	22.6
Cost Centre			**2656**					DIESEL		300.09	479.50	47.95	527.45				
							TOTAL	**THIS PERIOD**		**300.09**	**479.50**	**47.95**	**527.45**		**2483**	**12.1**	**21.2**
								YEAR TO DATE		2,220.58	3,581.29	358.13	3,939.42		17442	12.7	22.6
7050 15405338 03914	02/10/25	11:35:43	BIBRA LAKE	WA	7451	083384		ULT DSL	176.20	58.49	93.69	9.37	103.06	83723	494	11.8	20.9
1HIN742 2667	08/10/25	14:19:52	BIBRA LAKE	WA	7451	001785		ULT DSL	178.36	55.84	90.55	9.05	99.60	84214	491	11.4	20.3
WHITE MITSUBISHI TRITON UTE	16/10/25	08:10:51	SPEARWOOD	WA	6443	006976		ULT DSL	173.88	55.55	87.81	8.78	96.59	84689	475	11.7	20.3
	22/10/25	12:20:46	SPEARWOOD	WA	6443	007181		ULT DSL	173.74	56.01	88.46	8.85	97.31	85147	458	12.2	21.2
	29/10/25	10:45:15	BIBRA LAKE	WA	7451	084233		ULT DSL	172.90	57.81	90.87	9.09	99.96	85616	469	12.3	21.3
								DIESEL		283.70	451.38	45.14	496.52				
							TOTAL	**THIS PERIOD**		**283.70**	**451.38**	**45.14**	**496.52**		**2387**	**11.9**	**20.8**
								YEAR TO DATE		2,109.77	3,376.35	337.63	3,713.98		15686	13.5	23.7
Cost Centre			**2667**					DIESEL		283.70	451.38	45.14	496.52				
							TOTAL	**THIS PERIOD**		**283.70**	**451.38**	**45.14**	**496.52**		**2387**	**11.9**	**20.8**
								YEAR TO DATE		2,109.77	3,376.35	337.63	3,713.98		15686	13.5	23.7
7050 15405338 03823	01/10/25	13:40:38	BIBRA LAKE	WA	7451	001281		ULT DSL	176.20	46.77	74.92	7.49	82.41	85773	343	13.6	24.0
1HGH898 2677	07/10/25	12:42:19	BIBRA LAKE	WA	7451	001681		ULT DSL	178.36	54.43	88.25	8.83	97.08	86186	413	13.2	23.5
WHITE MITSUBISHI TRITON UTE	14/10/25	14:32:41	COCKBURN CENTRAL	WA	7395	013052		ULT DSL	175.88	53.59	85.69	8.57	94.26	86605	419	12.8	22.5
	20/10/25	13:39:45	COCKBURN CENTRAL	WA	7395	079805		ULT DSL	175.74	54.80	87.55	8.76	96.31	87017	412	13.3	23.4

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
	28/10/25	06:20:21	BIBRA LAKE WA	7451	003209		ULT DSL	172.90	56.82	89.31	8.93	98.24	87480	463	12.3	21.2
							DIESEL		266.41	425.72	42.58	468.30				
						TOTAL	**THIS PERIOD**		**266.41**	**425.72**	**42.58**	**468.30**		**2050**	**13.0**	**22.8**
							YEAR TO DATE		1,936.98	3,122.24	312.25	3,434.49		12601	15.4	27.3
Cost Centre			**2677**				DIESEL		266.41	425.72	42.58	468.30				
						TOTAL	**THIS PERIOD**		**266.41**	**425.72**	**42.58**	**468.30**		**2050**	**13.0**	**22.8**
							YEAR TO DATE		1,936.98	3,122.24	312.25	3,434.49		12601	15.4	27.3
7050 15405338 03765 1HEI019 2687 WHITE ISUZU D-MAX UTE	01/10/25	17:07:44	BIBRA LAKE WA	7451	001302		ULSD G10	175.20	53.08	84.55	8.45	93.00	766908			
							DIESEL		53.08	84.55	8.45	93.00				
						TOTAL	**THIS PERIOD**		**53.08**	**84.55**	**8.45**	**93.00**				
							YEAR TO DATE		470.71	752.63	75.25	827.88		1926	24.4	43.0
Cost Centre			**2687**				DIESEL		53.08	84.55	8.45	93.00				
						TOTAL	**THIS PERIOD**		**53.08**	**84.55**	**8.45**	**93.00**				
							YEAR TO DATE		470.71	752.63	75.25	827.88		1926	24.4	43.0
7050 15405338 04599	30/09/25	14:37:10	BIBRA LAKE WA	7451	001204		ULSD G10	175.20	55.26	88.02	8.80	96.82	22316	474	11.7	20.4
1IGB442 2698	10/10/25	13:47:10	BIBRA LAKE WA	7451	001919		ULT DSL	178.36	66.07	107.13	10.71	117.84	22884	568	11.6	20.7
WHITE ISUZU D-MAX	17/10/25	16:35:17	BIBRA LAKE WA	7451	002480		ULT DSL	175.88	66.51	106.35	10.63	116.98	23462	578	11.5	20.2
	23/10/25	14:26:02	BIBRA LAKE WA	7451	002910		ULT DSL	175.74	65.47	104.60	10.46	115.06	24040	578	11.3	19.9
	30/10/25	14:15:11	BIBRA LAKE WA	7451	003460		ULSD G10	171.90	53.51	83.63	8.36	91.99	24526	486	11.0	18.9
							DIESEL		306.82	489.73	48.96	538.69				
						TOTAL	**THIS PERIOD**		**306.82**	**489.73**	**48.96**	**538.69**		**2684**	**11.4**	**20.1**
							YEAR TO DATE		1,985.74	3,193.75	319.36	3,513.11		20085	9.9	17.5
Cost Centre			**2698**				DIESEL		306.82	489.73	48.96	538.69				
						TOTAL	**THIS PERIOD**		**306.82**	**489.73**	**48.96**	**538.69**		**2684**	**11.4**	**20.1**
							YEAR TO DATE		1,985.74	3,193.75	319.36	3,513.11		20085	9.9	17.5
7050 15405338 04425	06/10/25	09:10:12	BIBRA LAKE WA	7451	001572		ULSD G10	177.36	70.95	114.40	11.44	125.84	78851	576	12.3	21.8
1HJA763 2706	16/10/25	07:12:24	BIBRA LAKE WA	7451	002331		ULSD G10	174.88	67.83	107.84	10.78	118.62	79447	596	11.4	19.9
WHITE FORD RANGER UTILITY	22/10/25	11:05:00	BIBRA LAKE WA	7451	002812		ULSD G10	174.74	21.28	33.80	3.38	37.18	79627	180	11.8	20.7

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		160.06	256.04	25.60	281.64				
						TOTAL	**THIS PERIOD**		**160.06**	**256.04**	**25.60**	**281.64**		**1352**	**11.8**	**20.8**
							YEAR TO DATE		1,571.43	2,509.94	251.01	2,760.95		10013	15.7	27.6
Cost Centre			**2706**				DIESEL		160.06	256.04	25.60	281.64				
						TOTAL	**THIS PERIOD**		**160.06**	**256.04**	**25.60**	**281.64**		**1352**	**11.8**	**20.8**
							YEAR TO DATE		1,571.43	2,509.94	251.01	2,760.95		10013	15.7	27.6
7050 15405338 03336	08/10/25	19:48:45	COCKBURN CENTRAL WA	7395	012690		ULSD G10	177.36	34.74	56.02	5.60	61.62	44787	27	128.7	228.2
1GVU053 2723	16/10/25	11:11:47	SUCCESS WA	5992	050618		ULT DSL	173.88	38.19	60.37	6.04	66.41	44899	112	34.1	59.3
WHITE ISUZU FIRE TRUCK							DIESEL		72.93	116.39	11.64	128.03				
						TOTAL	**THIS PERIOD**		**72.93**	**116.39**	**11.64**	**128.03**		**139**	**52.5**	**92.1**
							YEAR TO DATE		2,606.05	4,258.01	425.78	4,683.79		3171	82.2	147.7
Cost Centre			**2723**				DIESEL		72.93	116.39	11.64	128.03				
						TOTAL	**THIS PERIOD**		**72.93**	**116.39**	**11.64**	**128.03**		**139**	**52.5**	**92.1**
							YEAR TO DATE		2,606.05	4,258.01	425.78	4,683.79		3171	82.2	147.7
7050 15405338 04458	10/10/25	08:40:19	COCKBURN CENTRAL WA	7395	012789		ULT DSL	178.36	76.04	123.30	12.33	135.63	3706000			
1IAN072 2737	22/10/25	08:40:46	BIBRA LAKE WA	7451	002792		ULT DSL	175.74	73.61	117.60	11.76	129.36	38000			
WHITE FORD RANGER							DIESEL		149.65	240.90	24.09	264.99				
						TOTAL	**THIS PERIOD**		**149.65**	**240.90**	**24.09**	**264.99**				
							YEAR TO DATE		1,438.27	2,314.00	231.39	2,545.39		12000	12.0	21.2
Cost Centre			**2737**				DIESEL		149.65	240.90	24.09	264.99				
						TOTAL	**THIS PERIOD**		**149.65**	**240.90**	**24.09**	**264.99**				
							YEAR TO DATE		1,438.27	2,314.00	231.39	2,545.39		12000	12.0	21.2
7050 15405338 01454	08/10/25	19:47:38	COCKBURN CENTRAL WA	7395	012689		ULT DSL	178.36	17.81	28.88	2.89	31.77	32786			
1EZY791 2753																
TOYOTA LANDCRUISER UTILITY																

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PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		17.81	28.88	2.89	31.77				
						TOTAL	**THIS PERIOD**		**17.81**	**28.88**	**2.89**	**31.77**				
							YEAR TO DATE		669.78	1,074.99	107.49	1,182.48		942	71.1	125.5
Cost Centre			**2753**				DIESEL		17.81	28.88	2.89	31.77				
						TOTAL	**THIS PERIOD**		**17.81**	**28.88**	**2.89**	**31.77**				
							YEAR TO DATE		669.78	1,074.99	107.49	1,182.48		942	71.1	125.5
7050 15405338 04151	14/10/25	10:12:22	SUCCESS WA	5992	028931		ULT DSL	173.88	66.29	104.79	10.48	115.27	36704			
1HRR422 2766	23/10/25	15:08:55	SPEARWOOD WA	6443	007217		ULT DSL	173.74	71.28	112.58	11.26	123.84	37852	1148	6.2	10.8
WHITE FORD RANGER UTE							DIESEL		137.57	217.37	21.74	239.11				
						TOTAL	**THIS PERIOD**		**137.57**	**217.37**	**21.74**	**239.11**		**1148**	**12.0**	**20.8**
							YEAR TO DATE		1,168.44	1,864.13	186.40	2,050.53		12090	9.7	17.0
Cost Centre			**2766**				DIESEL		137.57	217.37	21.74	239.11				
						TOTAL	**THIS PERIOD**		**137.57**	**217.37**	**21.74**	**239.11**		**1148**	**12.0**	**20.8**
							YEAR TO DATE		1,168.44	1,864.13	186.40	2,050.53		12090	9.7	17.0
7050 90000771 74323	11/10/25	14:50:03	SUCCESS WA	5992	028832		ULT DSL	176.36	35.76	57.34	5.73	63.07	1699	382	9.4	16.5
1IML076 2778	17/10/25	11:47:25	BIBRA LAKE WA	7451	002440		ULT DSL	175.88	57.64	92.16	9.22	101.38	2033	334	17.3	30.4
WHITE ISUZU DMAX							DIESEL		93.40	149.50	14.95	164.45				
						TOTAL	**THIS PERIOD**		**93.40**	**149.50**	**14.95**	**164.45**		**716**	**13.0**	**23.0**
							YEAR TO DATE		243.71	391.81	39.19	431.00		716	34.0	60.2
Cost Centre			**2778**				DIESEL		93.40	149.50	14.95	164.45				
						TOTAL	**THIS PERIOD**		**93.40**	**149.50**	**14.95**	**164.45**		**716**	**13.0**	**23.0**
							YEAR TO DATE		243.71	391.81	39.19	431.00		716	34.0	60.2
7050 15405338 04193	03/10/25	07:39:50	PIARA WATERS WA	1110	034829		ULT DSL	174.20	16.83	26.65	2.67	29.32	16305	90	18.7	32.6
1HRS629 2784	22/10/25	20:08:20	SUCCESS WA	5992	050900		ULT DSL	173.74	30.39	48.00	4.80	52.80	16468	163	18.6	32.4
TOYOTA LCRUSR - WHITE	23/10/25	11:12:56	PIARA WATERS WA	1110	035812		ULT DSL	173.74	12.54	19.81	1.98	21.79	16573	105	11.9	20.8

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		59.76	94.46	9.45	103.91				
							TOTAL	**THIS PERIOD**		**59.76**	**94.46**	**9.45**	**103.91**		**358**	**16.7**	**29.0**
								YEAR TO DATE		808.81	1,293.52	129.37	1,422.89		4171	19.4	34.1
Cost Centre			**2784**					DIESEL		59.76	94.46	9.45	103.91				
							TOTAL	**THIS PERIOD**		**59.76**	**94.46**	**9.45**	**103.91**		**358**	**16.7**	**29.0**
								YEAR TO DATE		808.81	1,293.52	129.37	1,422.89		4171	19.4	34.1
7050 90000769 77163	30/09/25	09:08:38	BIBRA LAKE	WA	7451	001165		ULT DSL	176.20	68.66	109.98	11.00	120.98	15626	850	8.1	14.2
1IML916 2798	10/10/25	12:56:34	BIBRA LAKE	WA	7451	001912		ULT DSL	178.36	72.91	118.22	11.82	130.04	16394	768	9.5	16.9
WHITE MITSUBISHI TRITON	22/10/25	08:21:18	BIBRA LAKE	WA	7451	002790		ULT DSL	175.74	71.67	114.50	11.45	125.95	17238	844	8.5	14.9
								DIESEL		213.24	342.70	34.27	376.97				
							TOTAL	**THIS PERIOD**		**213.24**	**342.70**	**34.27**	**376.97**		**2462**	**8.7**	**15.3**
								YEAR TO DATE		1,493.73	2,381.37	238.14	2,619.51		14315	10.4	18.3
Cost Centre			**2798**					DIESEL		213.24	342.70	34.27	376.97				
							TOTAL	**THIS PERIOD**		**213.24**	**342.70**	**34.27**	**376.97**		**2462**	**8.7**	**15.3**
								YEAR TO DATE		1,493.73	2,381.37	238.14	2,619.51		14315	10.4	18.3
7050 90000771 87614	15/10/25	09:43:16	BIBRA LAKE	WA	7451	083822		ULT DSL	175.88	70.00	111.93	11.19	123.12	8537	800	8.8	15.4
1INV014 2809																	
WHITE MITSUBISHI TRITON																	
								DIESEL		70.00	111.93	11.19	123.12				
							TOTAL	**THIS PERIOD**		**70.00**	**111.93**	**11.19**	**123.12**		**800**	**8.8**	**15.4**
								YEAR TO DATE		725.50	1,149.60	114.94	1,264.54		7726	9.4	16.4
Cost Centre			**2809**					DIESEL		70.00	111.93	11.19	123.12				
							TOTAL	**THIS PERIOD**		**70.00**	**111.93**	**11.19**	**123.12**		**800**	**8.8**	**15.4**
								YEAR TO DATE		725.50	1,149.60	114.94	1,264.54		7726	9.4	16.4
7050 15405338 03567	30/09/25	12:23:30	BIBRA LAKE	WA	7451	083276		BP ULT UNM	175.74	44.67	71.36	7.14	78.50	102103	897	5.0	8.8
1GYU017 2836	15/10/25	06:08:18	BIBRA LAKE	WA	7451	002235		BP ULT UNM	173.50	44.38	70.00	7.00	77.00	103008	905	4.9	8.5
TOYOTA CAMRY SEDAN	27/10/25	15:11:06	BIBRA LAKE	WA	7451	003170		BP ULT UNM	174.70	32.44	51.52	5.15	56.67	13618			

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CITY OF COCKBURN

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Accounts Payable (Invoice Only) PO 067775
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BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							M/S		121.49	192.88	19.29	212.17				
						TOTAL	**THIS PERIOD**		**121.49**	**192.88**	**19.29**	**212.17**		**1802**	**6.7**	**11.8**
							YEAR TO DATE		782.86	1,262.30	126.24	1,388.54		12673	6.2	11.0
Cost Centre			**2836**				M/S		121.49	192.88	19.29	212.17				
						TOTAL	**THIS PERIOD**		**121.49**	**192.88**	**19.29**	**212.17**		**1802**	**6.7**	**11.8**
							YEAR TO DATE		782.86	1,262.30	126.24	1,388.54		12673	6.2	11.0
7050 15405338 04060	03/10/25	16:51:20	BIBRA LAKE WA	7451	001465		ULSD G10	175.20	60.27	95.99	9.60	105.59	9218			
1HNM845 2857	29/10/25	10:58:20	BIBRA LAKE WA	7451	003353		ULSD G10	171.90	52.46	81.98	8.20	90.18	42533			
WHITE ISUZU D-MAX UTE							DIESEL		112.73	177.97	17.80	195.77				
						TOTAL	**THIS PERIOD**		**112.73**	**177.97**	**17.80**	**195.77**				
							YEAR TO DATE		1,315.65	2,097.58	209.76	2,307.34		7069	18.6	32.6
Cost Centre			**2857**				DIESEL		112.73	177.97	17.80	195.77				
						TOTAL	**THIS PERIOD**		**112.73**	**177.97**	**17.80**	**195.77**				
							YEAR TO DATE		1,315.65	2,097.58	209.76	2,307.34		7069	18.6	32.6
7050 15405338 04128	06/10/25	09:31:44	BIBRA LAKE WA	7451	001573		ULSD G10	177.36	56.60	91.26	9.13	100.39	777			
1HPR483 2867	17/10/25	11:11:43	BIBRA LAKE WA	7451	083929		ULSD G10	174.88	70.22	111.64	11.16	122.80	44065			
WHITE ISUZU DMAX UTILITY	27/10/25	15:20:57	BIBRA LAKE WA	7451	003174		ULT DSL	172.90	53.26	83.72	8.37	92.09	777			
							DIESEL		180.08	286.62	28.66	315.28				
						TOTAL	**THIS PERIOD**		**180.08**	**286.62**	**28.66**	**315.28**				
							YEAR TO DATE		1,484.07	2,364.23	236.41	2,600.64		11610	12.8	22.4
Cost Centre			**2867**				DIESEL		180.08	286.62	28.66	315.28				
						TOTAL	**THIS PERIOD**		**180.08**	**286.62**	**28.66**	**315.28**				
							YEAR TO DATE		1,484.07	2,364.23	236.41	2,600.64		11610	12.8	22.4
7050 15405338 04011	24/10/25	15:37:22	BIBRA LAKE WA	7451	003002		ULSD G10	174.74	48.51	77.06	7.71	84.77	24660			
1HJU694 2877																
WHITE ISUZU D-MAX UTILITY																

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		48.51	77.06	7.71	84.77				
						TOTAL	**THIS PERIOD**		**48.51**	**77.06**	**7.71**	**84.77**				
							YEAR TO DATE		1,390.00	2,240.09	224.01	2,464.10		9193	15.1	26.8
Cost Centre			**2877**				DIESEL		48.51	77.06	7.71	84.77				
						TOTAL	**THIS PERIOD**		**48.51**	**77.06**	**7.71**	**84.77**				
							YEAR TO DATE		1,390.00	2,240.09	224.01	2,464.10		9193	15.1	26.8
7050 15405338 02486	03/10/25	07:40:53	PIARA WATERS WA	1110	034830		ULT DSL	174.20	41.04	64.99	6.50	71.49	3647	597	6.9	12.0
1GEH032 2883	11/10/25	11:47:11	SUCCESS WA	5992	028821		ULT DSL	176.36	19.03	30.51	3.05	33.56	30687			
WHITE ISUZU FIRE TRUCK							DIESEL		60.07	95.50	9.55	105.05				
						TOTAL	**THIS PERIOD**		**60.07**	**95.50**	**9.55**	**105.05**		**597**	**10.1**	**17.6**
							YEAR TO DATE		2,229.71	3,575.38	357.53	3,932.91		4208	53.0	93.5
Cost Centre			**2883**				DIESEL		60.07	95.50	9.55	105.05				
						TOTAL	**THIS PERIOD**		**60.07**	**95.50**	**9.55**	**105.05**		**597**	**10.1**	**17.6**
							YEAR TO DATE		2,229.71	3,575.38	357.53	3,932.91		4208	53.0	93.5
7050 15405338 03096	17/10/25	11:56:12	PIARA WATERS WA	1110	035526		ULT DSL	173.88	68.59	108.43	10.84	119.27	777			
1GSG891 2896	30/10/25	17:25:55	COCKBURN CENTRAL WA	7395	014204		ULT DSL	172.90	67.69	106.40	10.64	117.04	777			
WHITE FORD RANGER UTE							DIESEL		136.28	214.83	21.48	236.31				
						TOTAL	**THIS PERIOD**		**136.28**	**214.83**	**21.48**	**236.31**				
							YEAR TO DATE		1,624.34	2,586.70	258.66	2,845.36		4060	40.0	70.1
Cost Centre			**2896**				DIESEL		136.28	214.83	21.48	236.31				
						TOTAL	**THIS PERIOD**		**136.28**	**214.83**	**21.48**	**236.31**				
							YEAR TO DATE		1,624.34	2,586.70	258.66	2,845.36		4060	40.0	70.1
7050 15405338 03658	06/10/25	09:02:54	BIBRA LAKE WA	7451	001570		ULT DSL	178.36	36.95	59.91	5.99	65.90	44061	292	12.7	22.6
1HAO880 2913	14/10/25	11:05:12	BIBRA LAKE WA	7451	002149		ULT DSL	175.88	48.51	77.56	7.76	85.32	16387			
WHITE MERCEDES SPRINTER BUS	29/10/25	08:48:29	BIBRA LAKE WA	7451	084219		ULT DSL	172.90	51.29	80.62	8.06	88.68	44862			

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PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		136.75	218.09	21.81	239.90				
							TOTAL	**THIS PERIOD**		**136.75**	**218.09**	**21.81**	**239.90**		**292**	**46.8**	**82.2**
								YEAR TO DATE		900.77	1,445.70	144.58	1,590.28		4063	22.2	39.1
Cost Centre			**2913**					DIESEL		136.75	218.09	21.81	239.90				
							TOTAL	**THIS PERIOD**		**136.75**	**218.09**	**21.81**	**239.90**		**292**	**46.8**	**82.2**
								YEAR TO DATE		900.77	1,445.70	144.58	1,590.28		4063	22.2	39.1
7050 15405338 04516	07/10/25	19:12:57	PARMELIA	WA	6178	012034		ULT DSL	176.36	52.59	84.32	8.43	92.75	28213	491	10.7	18.9
1IDY275 2966	20/10/25	11:31:56	NAVAL BASE	WA	7770	058956		ULT DSL	173.74	53.55	84.58	8.46	93.04	28688	475	11.3	19.6
WHITE MITSUBISHI TRITON UTE	27/10/25	07:44:44	NAVAL BASE	WA	7770	059517		ULT DSL	170.90	62.03	96.37	9.64	106.01	292491			
								DIESEL		168.17	265.27	26.53	291.80				
							TOTAL	**THIS PERIOD**		**168.17**	**265.27**	**26.53**	**291.80**		**966**	**17.4**	**30.2**
								YEAR TO DATE		1,427.04	2,261.62	226.16	2,487.78		11429	12.5	21.8
Cost Centre			**2966**					DIESEL		168.17	265.27	26.53	291.80				
							TOTAL	**THIS PERIOD**		**168.17**	**265.27**	**26.53**	**291.80**		**966**	**17.4**	**30.2**
								YEAR TO DATE		1,427.04	2,261.62	226.16	2,487.78		11429	12.5	21.8
7050 15405338 03674	02/10/25	09:08:27	BIBRA LAKE	WA	7451	083373		ULT DSL	176.20	42.38	67.88	6.79	74.67	153139	575	7.4	13.0
1EWR786 2993	06/10/25	09:32:03	BIBRA LAKE	WA	7451	083475		ULT DSL	178.36	25.86	41.93	4.19	46.12	153300	161	16.1	28.6
WHITE MITSUBISHI ROSA BUS	14/10/25	09:09:13	BIBRA LAKE	WA	7451	002128		ULT DSL	175.88	46.40	74.19	7.42	81.61	153487	187	24.8	43.6
	21/10/25	09:02:22	BIBRA LAKE	WA	7451	002687		ULT DSL	175.74	44.06	70.39	7.04	77.43	53746			
								DIESEL		158.70	254.39	25.44	279.83				
							TOTAL	**THIS PERIOD**		**158.70**	**254.39**	**25.44**	**279.83**		**923**	**17.2**	**30.3**
								YEAR TO DATE		1,844.60	2,937.64	293.79	3,231.43		8490	21.7	38.1
Cost Centre			**2993**					DIESEL		158.70	254.39	25.44	279.83				
							TOTAL	**THIS PERIOD**		**158.70**	**254.39**	**25.44**	**279.83**		**923**	**17.2**	**30.3**
								YEAR TO DATE		1,844.60	2,937.64	293.79	3,231.43		8490	21.7	38.1
7050 90000780 01442	30/10/25	13:42:43	BIBRA LAKE	WA	7451	084280		ULSD G10	171.90	34.62	54.10	5.41	59.51	37046			
1GTV559 3004																	
WHITE FORD RANGER																	

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BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		34.62	54.10	5.41	59.51				
						TOTAL	**THIS PERIOD**		**34.62**	**54.10**	**5.41**	**59.51**				
							YEAR TO DATE		34.62	54.10	5.41	59.51				
Cost Centre			**3004**				DIESEL		34.62	54.10	5.41	59.51				
						TOTAL	**THIS PERIOD**		**34.62**	**54.10**	**5.41**	**59.51**				
							YEAR TO DATE		34.62	54.10	5.41	59.51				
7050 90000774 54972	13/10/25	12:35:08	NAVAL BASE WA	7770	058329		ULT DSL	173.88	58.56	92.57	9.26	101.83	1520			
1IPR376 4256	23/10/25	18:02:49	NAVAL BASE WA	7770	059310		ULT DSL	173.74	59.41	93.84	9.38	103.22	5804			
WHITE FORD RANGER							DIESEL		117.97	186.41	18.64	205.05				
						TOTAL	**THIS PERIOD**		**117.97**	**186.41**	**18.64**	**205.05**				
							YEAR TO DATE		652.98	1,030.43	103.04	1,133.47		2878	22.7	39.4
Cost Centre			**4256**				DIESEL		117.97	186.41	18.64	205.05				
						TOTAL	**THIS PERIOD**		**117.97**	**186.41**	**18.64**	**205.05**				
							YEAR TO DATE		652.98	1,030.43	103.04	1,133.47		2878	22.7	39.4
7050 90000769 45491	24/10/25	08:48:58	SOUTH FREMANTLE WA	9802	002032		ULT DSL	173.74	58.20	91.93	9.19	101.12	8621	603	9.7	16.8
1IML913 4265																
WHITE FORD RANGER							DIESEL		58.20	91.93	9.19	101.12				
						TOTAL	**THIS PERIOD**		**58.20**	**91.93**	**9.19**	**101.12**		**603**	**9.7**	**16.8**
							YEAR TO DATE		693.10	1,094.97	109.49	1,204.46		7002	9.9	17.2
Cost Centre			**4265**				DIESEL		58.20	91.93	9.19	101.12				
						TOTAL	**THIS PERIOD**		**58.20**	**91.93**	**9.19**	**101.12**		**603**	**9.7**	**16.8**
							YEAR TO DATE		693.10	1,094.97	109.49	1,204.46		7002	9.9	17.2
7050 90000764 46003	07/10/25	13:53:54	BIBRA LAKE WA	7451	001688		ULT DSL	178.36	71.42	115.81	11.58	127.39	14013	707	10.1	18.0
1IJK529 4295	28/10/25	09:59:13	BIBRA LAKE WA	7451	003240		ULT DSL	172.90	63.91	100.45	10.05	110.50	14630	617	10.4	17.9
WHITE FORD RANGER																

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CITY OF COCKBURN

CITY OF COCKBURN
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PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		135.33	216.26	21.63	237.89				
						TOTAL	**THIS PERIOD**		**135.33**	**216.26**	**21.63**	**237.89**		**1324**	**10.2**	**18.0**
							YEAR TO DATE		988.75	1,594.79	159.48	1,754.27		9865	10.0	17.8
Cost Centre			**4295**				DIESEL		135.33	216.26	21.63	237.89				
						TOTAL	**THIS PERIOD**		**135.33**	**216.26**	**21.63**	**237.89**		**1324**	**10.2**	**18.0**
							YEAR TO DATE		988.75	1,594.79	159.48	1,754.27		9865	10.0	17.8
7050 15405338 04607	17/10/25	07:41:43	SPEARWOOD WA	6443	007003		ULT DSL	173.88	56.31	89.01	8.90	97.91	84666			
1IGP085 5044																
WHITE FORD RANGER																
							DIESEL		56.31	89.01	8.90	97.91				
						TOTAL	**THIS PERIOD**		**56.31**	**89.01**	**8.90**	**97.91**				
							YEAR TO DATE		963.56	1,544.77	154.48	1,699.25		8398	11.5	20.2
Cost Centre			**5044**				DIESEL		56.31	89.01	8.90	97.91				
						TOTAL	**THIS PERIOD**		**56.31**	**89.01**	**8.90**	**97.91**				
							YEAR TO DATE		963.56	1,544.77	154.48	1,699.25		8398	11.5	20.2
7050 90000770 68897	06/10/25	09:37:37	BIBRA LAKE WA	7451	001574		ULSD G10	177.36	48.51	78.22	7.82	86.04	22157	860	5.6	10.0
1ICV817 5212	30/10/25	08:20:53	BIBRA LAKE WA	7451	003409		ULSD G10	171.90	45.14	70.55	7.05	77.60	22999	842	5.4	9.2
VOLKSWAGEN CADDY WHITE																
							DIESEL		93.65	148.77	14.87	163.64				
						TOTAL	**THIS PERIOD**		**93.65**	**148.77**	**14.87**	**163.64**		**1702**	**5.5**	**9.6**
							YEAR TO DATE		617.58	978.22	97.81	1,076.03		10632	5.8	10.1
Cost Centre			**5212**				DIESEL		93.65	148.77	14.87	163.64				
						TOTAL	**THIS PERIOD**		**93.65**	**148.77**	**14.87**	**163.64**		**1702**	**5.5**	**9.6**
							YEAR TO DATE		741.26	1,181.75	118.16	1,299.91		10632	7.0	12.2
7050 15405338 04045	08/10/25	10:29:36	SPEARWOOD WA	6443	006750		ULP UNM	161.81	35.96	52.90	5.29	58.19	777			
1GMJ053 5313																
WHITE MAZDA 6 SEDAN																

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							M/S		35.96	52.90	5.29	58.19				
						TOTAL	**THIS PERIOD**		**35.96**	**52.90**	**5.29**	**58.19**				
							YEAR TO DATE		320.86	488.51	48.84	537.35		4476	7.2	12.0
Cost Centre			**5313**				M/S		35.96	52.90	5.29	58.19				
						TOTAL	**THIS PERIOD**		**35.96**	**52.90**	**5.29**	**58.19**				
							YEAR TO DATE		320.86	488.51	48.84	537.35		4476	7.2	12.0
7050 15405338 04318	09/10/25	16:44:08	SPEARWOOD WA	6443	006794		ULP 95 UNM	170.19	44.00	68.07	6.81	74.88	25250	508	8.7	14.7
1HXK969 5424	24/10/25	08:41:44	SPEARWOOD WA	6443	007247		ULP 95 UNM	169.19	42.00	64.60	6.46	71.06	25756	506	8.3	14.0
WHITE VOLKSWAGEN T-ROC							M/S		86.00	132.67	13.27	145.94				
						TOTAL	**THIS PERIOD**		**86.00**	**132.67**	**13.27**	**145.94**		**1014**	**8.5**	**14.4**
							YEAR TO DATE		748.10	1,172.33	117.25	1,289.58		7635	9.8	16.9
Cost Centre			**5424**				M/S		86.00	132.67	13.27	145.94				
						TOTAL	**THIS PERIOD**		**86.00**	**132.67**	**13.27**	**145.94**		**1014**	**8.5**	**14.4**
							YEAR TO DATE		748.10	1,172.33	117.25	1,289.58		7635	9.8	16.9
7050 15405338 03716	08/10/25	12:06:13	BIBRA LAKE WA	7451	001772		ULT DSL	178.36	37.15	60.24	6.02	66.26	55965	419	8.9	15.8
1HBW349 5463	17/10/25	11:55:40	BIBRA LAKE WA	7451	083931		ULT DSL	175.88	35.66	57.02	5.70	62.72	56350	385	9.3	16.3
WHITE FORD RANGER UTILITY	29/10/25	11:40:21	BIBRA LAKE WA	7451	003355		ULT DSL	172.90	39.92	62.75	6.27	69.02	56789	439	9.1	15.7
							DIESEL		112.73	180.01	17.99	198.00				
						TOTAL	**THIS PERIOD**		**112.73**	**180.01**	**17.99**	**198.00**		**1243**	**9.1**	**15.9**
							YEAR TO DATE		1,035.63	1,661.08	166.08	1,827.16		10262	10.1	17.8
Cost Centre			**5463**				DIESEL		112.73	180.01	17.99	198.00				
						TOTAL	**THIS PERIOD**		**112.73**	**180.01**	**17.99**	**198.00**		**1243**	**9.1**	**15.9**
							YEAR TO DATE		1,035.63	1,661.08	166.08	1,827.16		10262	10.1	17.8
7050 90000768 57183	02/10/25	09:25:15	BIBRA LAKE WA	7451	001336		ULP UNM	163.79	23.17	34.50	3.45	37.95	20981	460	5.0	8.2
1IKQ367 5474	13/10/25	13:46:55	BIBRA LAKE WA	7451	002058		ULP UNM	159.70 P	35.57	51.65	5.16	56.81	21689	708	5.0	8.0
WHITE HYUNDAI I30	22/10/25	13:45:19	BIBRA LAKE WA	7451	002829		ULP UNM	162.54	33.83	49.99	5.00	54.99	22365	676	5.0	8.1

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Fleet Control Report

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CITY OF COCKBURN

CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								M/S		92.57	136.14	13.61	149.75				
							TOTAL	**THIS PERIOD**		**92.57**	**136.14**	**13.61**	**149.75**		**1844**	**5.0**	**8.1**
								YEAR TO DATE		1,211.64	1,817.84	181.77	1,999.61		17937	6.8	11.1
Cost Centre			**5474**					M/S		92.57	136.14	13.61	149.75				
							TOTAL	**THIS PERIOD**		**92.57**	**136.14**	**13.61**	**149.75**		**1844**	**5.0**	**8.1**
								YEAR TO DATE		1,211.64	1,817.84	181.77	1,999.61		17937	6.8	11.1
7050 15405338 04185	01/10/25	08:06:11	SPEARWOOD	WA	6443	006531		ULT DSL	174.20	63.18	100.05	10.01	110.06	71786	628	10.1	17.5
1HSD237 5494	07/10/25	11:32:30	SPEARWOOD	WA	6443	006706		ULT DSL	176.36	57.61	92.36	9.24	101.60	72329	543	10.6	18.7
WHITE MITSUBISHI TRITON UTE	14/10/25	14:04:46	SPEARWOOD	WA	6443	006918		ULT DSL	173.88	54.32	85.86	8.59	94.45	72873	544	10.0	17.4
	22/10/25	07:22:38	APPLECROSS	WA	6200	026484		ULT DSL	173.74	61.81	97.63	9.76	107.39	73456	583	10.6	18.4
	29/10/25	06:39:07	SUCCESS	WA	5992	029467		ULT DSL	170.90	63.62	98.85	9.88	108.73	74082	626	10.2	17.4
								DIESEL		300.54	474.75	47.48	522.23				
							TOTAL	**THIS PERIOD**		**300.54**	**474.75**	**47.48**	**522.23**		**2924**	**10.3**	**17.9**
								YEAR TO DATE		1,943.06	3,098.40	309.87	3,408.27		17743	11.0	19.2
Cost Centre			**5494**					DIESEL		300.54	474.75	47.48	522.23				
							TOTAL	**THIS PERIOD**		**300.54**	**474.75**	**47.48**	**522.23**		**2924**	**10.3**	**17.9**
								YEAR TO DATE		1,943.06	3,098.40	309.87	3,408.27		17743	11.0	19.2
7050 15405338 04268	07/10/25	09:59:10	COCKBURN CENTRAL	WA	7395	012584		ULT DSL	178.36	63.66	103.23	10.32	113.55	63093	722	8.8	15.7
1HUL717 5504	20/10/25	12:43:22	BIBRA LAKE	WA	7451	002612		ULT DSL	175.74	63.11	100.83	10.08	110.91	63755	662	9.5	16.8
WHITE FORD RANGER UTE	30/10/25	06:06:43	PIARA WATERS	WA	1110	036141		ULT DSL	170.90	60.95	94.70	9.47	104.17	64365	610	10.0	17.1
								DIESEL		187.72	298.76	29.87	328.63				
							TOTAL	**THIS PERIOD**		**187.72**	**298.76**	**29.87**	**328.63**		**1994**	**9.4**	**16.5**
								YEAR TO DATE		2,439.72	3,897.15	389.70	4,286.85		24578	9.9	17.4
Cost Centre			**5504**					DIESEL		187.72	298.76	29.87	328.63				
							TOTAL	**THIS PERIOD**		**187.72**	**298.76**	**29.87**	**328.63**		**1994**	**9.4**	**16.5**
								YEAR TO DATE		2,439.72	3,897.15	389.70	4,286.85		24578	9.9	17.4
7050 15405338 04466	01/10/25	09:56:33	BIBRA LAKE	WA	7451	083325		ULSD G10	175.20	70.44	112.19	11.22	123.41	44327	697	10.1	17.7
1HHE012 5523	27/10/25	16:00:53	BIBRA LAKE	WA	7451	003180		ULSD G10	171.90	69.29	108.28	10.83	119.11	44948	621	11.2	19.2
WHITE FORD RANGER UTILITY																	

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PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		139.73	220.47	22.05	242.52				
							TOTAL	**THIS PERIOD**		**139.73**	**220.47**	**22.05**	**242.52**		**1318**	**10.6**	**18.4**
								YEAR TO DATE		700.09	1,121.26	112.12	1,233.38		4423	15.8	27.9
Cost Centre			**5523**					DIESEL		139.73	220.47	22.05	242.52				
							TOTAL	**THIS PERIOD**		**139.73**	**220.47**	**22.05**	**242.52**		**1318**	**10.6**	**18.4**
								YEAR TO DATE		700.09	1,121.26	112.12	1,233.38		4423	15.8	27.9
7050 15405338 03542	09/10/25	14:17:45	SOUTH FREMANTLE	WA	9802	001622		ULP UNM	161.81	38.63	56.83	5.68	62.51	61490			
1GYZ082 5542	22/10/25	10:24:42	SPEARWOOD	WA	6443	007180		ULP UNM	160.54	44.92	65.56	6.56	72.12	777			
WHITE SUBARU FORESTER WAGON	29/10/25	10:28:18	SPEARWOOD	WA	6443	007400		ULP UNM	160.05	30.55	44.45	4.44	48.89	777			
								M/S		114.10	166.84	16.68	183.52				
							TOTAL	**THIS PERIOD**		**114.10**	**166.84**	**16.68**	**183.52**				
								YEAR TO DATE		997.14	1,456.33	145.62	1,601.95				
Cost Centre			**5542**					M/S		114.10	166.84	16.68	183.52				
							TOTAL	**THIS PERIOD**		**114.10**	**166.84**	**16.68**	**183.52**				
								YEAR TO DATE		997.14	1,456.33	145.62	1,601.95				
7050 90000765 40227	02/10/25	04:29:12	SPEARWOOD	WA	6443	006562		ULT DSL	174.20	23.16	36.68	3.67	40.35	41163	231	10.0	17.5
1IJZ777 5702	04/10/25	04:08:26	SPEARWOOD	WA	6443	006623		ULT DSL	174.20	33.71	53.38	5.34	58.72	41495	332	10.2	17.7
WHITE ISUZU D-MAX	06/10/25	05:05:33	BIBRA LAKE	WA	7451	001538		ULT DSL	178.36	29.65	48.07	4.81	52.88	41813	318	9.3	16.6
	07/10/25	05:13:24	BIBRA LAKE	WA	7451	001638		ULT DSL	178.36	20.14	32.65	3.27	35.92	41955	142	14.2	25.3
	08/10/25	04:51:21	SPEARWOOD	WA	6443	006738		ULT DSL	176.36	12.39	19.86	1.99	21.85	42072	117	10.6	18.7
	16/10/25	17:06:00	BIBRA LAKE	WA	7451	002380		ULT DSL	175.88	23.84	38.12	3.81	41.93	42296	224	10.6	18.7
	28/10/25	20:32:57	BIBRA LAKE	WA	7451	003311		ULT DSL	172.90	13.17	20.70	2.07	22.77	42398	102	12.9	22.3
								DIESEL		156.06	249.46	24.96	274.42				
							TOTAL	**THIS PERIOD**		**156.06**	**249.46**	**24.96**	**274.42**		**1466**	**10.6**	**18.7**
								YEAR TO DATE		3,653.02	5,962.20	596.30	6,558.50		27404	13.3	23.9
Cost Centre			**5702**					DIESEL		156.06	249.46	24.96	274.42				
							TOTAL	**THIS PERIOD**		**156.06**	**249.46**	**24.96**	**274.42**		**1466**	**10.6**	**18.7**
								YEAR TO DATE		3,653.02	5,962.20	596.30	6,558.50		27404	13.3	23.9
7050 15405338 04573	01/10/25	05:06:03	BIBRA LAKE	WA	7451	001221		ULT DSL	176.20	52.18	83.58	8.36	91.94	36274	525	9.9	17.5
1IFA331 5712	02/10/25	05:38:41	BIBRA LAKE	WA	7451	001312		ULT DSL	176.20	23.88	38.25	3.83	42.08	46481			

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PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: **0050188034** Customer Number: **0115405338**
Period Starting: **01/10/2025** Period Ending: **31/10/2025**

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
FORD RANGER WHITE	03/10/25	05:42:17	BIBRA LAKE	WA	7451	083405		ULT DSL	176.20	22.04	35.31	3.53	38.84	36693			
	04/10/25	05:37:59	BIBRA LAKE	WA	7451	001475		ULT DSL	176.20	21.11	33.82	3.38	37.20	36901	208	10.1	17.9
	05/10/25	05:26:51	COCKBURN CENTRAL	WA	7395	012429		ULT DSL	176.20	22.12	35.44	3.54	38.98	37112	211	10.5	18.5
	06/10/25	05:36:31	BIBRA LAKE	WA	7451	001540		ULT DSL	178.36	24.45	39.65	3.96	43.61	37345	233	10.5	18.7
	07/10/25	05:35:10	BIBRA LAKE	WA	7451	001641		ULT DSL	178.36	18.78	30.45	3.05	33.50	37520	175	10.7	19.1
	08/10/25	05:38:46	BIBRA LAKE	WA	7451	001730		ULT DSL	178.36	22.37	36.27	3.63	39.90	37554	34	65.8	117.4
	09/10/25	23:28:21	SPEARWOOD	WA	6443	006801		ULT DSL	176.36	24.03	38.53	3.85	42.38	37985	431	5.6	9.8
	15/10/25	23:25:55	SPEARWOOD	WA	6443	006971		ULT DSL	173.88	32.69	51.67	5.17	56.84	38276	291	11.2	19.5
	16/10/25	23:04:06	SUCCESS	WA	5992	050649		ULT DSL	173.88	19.47	30.77	3.08	33.85	38456	180	10.8	18.8
	17/10/25	23:35:05	SUCCESS	WA	5992	050701		ULT DSL	173.88	22.15	35.01	3.50	38.51	38662	206	10.8	18.7
	18/10/25	23:36:24	SPEARWOOD	WA	6443	007066		ULT DSL	173.88	20.17	31.88	3.19	35.07	38854	192	10.5	18.3
	19/10/25	23:18:33	SUCCESS	WA	5992	050749		ULT DSL	173.88	17.79	28.12	2.81	30.93	39045	191	9.3	16.2
	20/10/25	23:33:03	SPEARWOOD	WA	6443	007118		ULT DSL	173.74	19.27	30.44	3.04	33.48	39210	165	11.7	20.3
	21/10/25	23:03:41	COCKBURN CENTRAL	WA	7395	079832		ULT DSL	175.74	12.78	20.42	2.04	22.46	39351	141	9.1	15.9
	28/10/25	20:49:41	BIBRA LAKE	WA	7451	003313		ULT DSL	172.90	33.38	52.47	5.25	57.72	39693	342	9.8	16.9
	29/10/25	19:35:23	SPEARWOOD	WA	6443	007418		ULT DSL	170.90	19.43	30.19	3.02	33.21	39829	136	14.3	24.4
	30/10/25	23:11:39	COCKBURN CENTRAL	WA	7395	080025		ULT DSL	172.90	19.38	30.46	3.05	33.51	47711			
								DIESEL		447.47	712.73	71.28	784.01				
							TOTAL	**THIS PERIOD**		**447.47**	**712.73**	**71.28**	**784.01**		**3661**	**12.2**	**21.4**
								YEAR TO DATE		4,124.34	6,519.82	652.00	7,171.82		36540	11.3	19.6
Cost Centre			**5712**					DIESEL		447.47	712.73	71.28	784.01				
							TOTAL	**THIS PERIOD**		**447.47**	**712.73**	**71.28**	**784.01**		**3661**	**12.2**	**21.4**
								YEAR TO DATE		4,124.34	6,519.82	652.00	7,171.82		36540	11.3	19.6
7050 15405338 04565	01/10/25	23:37:42	SUCCESS	WA	5992	028546		ULT DSL	174.20	42.50	67.31	6.73	74.04	860817			
1IFA295 5722	04/10/25	19:53:39	COCKBURN CENTRAL	WA	7395	012427		ULT DSL	176.20	35.38	56.67	5.67	62.34	61163			
FORD RANGER WHITE	09/10/25	05:34:04	BIBRA LAKE	WA	7451	001816		ULT DSL	178.36	51.41	83.36	8.34	91.70	61650	487	10.6	18.8
	11/10/25	05:14:53	SPEARWOOD	WA	6443	006832		ULT DSL	176.36	30.92	49.57	4.96	54.53	61980	330	9.4	16.5
	13/10/25	05:22:39	SPEARWOOD	WA	6443	006871		ULT DSL	173.88	29.50	46.64	4.66	51.30	62316	336	8.8	15.3
	14/10/25	22:06:28	COCKBURN CENTRAL	WA	7395	013080		ULT DSL	175.88	22.65	36.22	3.62	39.84	625564			
	15/10/25	23:35:18	SUCCESS	WA	5992	050606		ULT DSL	173.88	15.14	23.94	2.39	26.33	62709			
	22/10/25	16:26:04	COCKBURN CENTRAL	WA	7395	013655		ULT DSL	175.74	40.08	64.04	6.40	70.44	63082	373	10.7	18.9
	24/10/25	17:40:39	BIBRA LAKE	WA	7451	003015		ULT DSL	175.74	29.44	47.04	4.70	51.74	63371	289	10.2	17.9
	26/10/25	17:36:49	BIBRA LAKE	WA	7451	003081		ULT DSL	175.74	29.49	47.12	4.71	51.83	63648	277	10.6	18.7
	28/10/25	16:36:56	COCKBURN CENTRAL	WA	7395	079980		ULT DSL	172.90	27.11	42.61	4.26	46.87	63912	264	10.3	17.8
	30/10/25	17:48:59	BIBRA LAKE	WA	7451	003474		ULT DSL	172.90	34.68	54.51	5.45	59.96	64230	318	10.9	18.9

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		388.30	619.03	61.89	680.92				
							TOTAL	**THIS PERIOD**		**388.30**	**619.03**	**61.89**	**680.92**		**2674**	**14.5**	**25.5**
								YEAR TO DATE		4,390.86	7,002.67	700.22	7,702.89		42725	10.3	18.0
Cost Centre			**5722**					DIESEL		388.30	619.03	61.89	680.92				
							TOTAL	**THIS PERIOD**		**388.30**	**619.03**	**61.89**	**680.92**		**2674**	**14.5**	**25.5**
								YEAR TO DATE		4,390.86	7,002.67	700.22	7,702.89		42725	10.3	18.0
7050 15405338 04474	30/09/25	16:26:56	COCKBURN CENTRAL	WA	7395	012144		ULT DSL	176.20	57.29	91.77	9.18	100.95	100083	518	11.1	19.5
1IBU371 5732	04/10/25	17:34:59	BIBRA LAKE	WA	7451	001518		ULT DSL	176.20	73.93	118.43	11.84	130.27	100755	672	11.0	19.4
FORD RANGER WHITE	07/10/25	14:06:49	BIBRA LAKE	WA	7451	001690		ULT DSL	178.36	39.61	64.23	6.42	70.65	101143	388	10.2	18.2
	13/10/25	03:46:37	COCKBURN CENTRAL	WA	7395	079622		ULT DSL	175.88	65.93	105.42	10.54	115.96	101818	675	9.8	17.2
	16/10/25	05:27:25	BIBRA LAKE	WA	7451	002319		ULT DSL	175.88	45.71	73.09	7.31	80.40	102244	426	10.7	18.9
	19/10/25	22:27:14	COCKBURN CENTRAL	WA	7395	079793		ULT DSL	175.88	53.69	85.85	8.58	94.43	102806	562	9.6	16.8
	21/10/25	19:58:30	BIBRA LAKE	WA	7451	002754		ULT DSL	175.74	24.66	39.40	3.94	43.34	103098	292	8.4	14.8
	24/10/25	11:14:22	COCKBURN CENTRAL	WA	7395	079880		ULT DSL	175.74	49.81	79.58	7.96	87.54	103601	503	9.9	17.4
	28/10/25	16:22:54	COCKBURN CENTRAL	WA	7395	014038		ULT DSL	172.90	29.96	47.09	4.71	51.80	103839	238	12.6	21.8
	29/10/25	05:09:37	SUCCESS	WA	5992	029462		ULT DSL	170.90	22.52	34.99	3.50	38.49	104057	218	10.3	17.7
								DIESEL		463.11	739.85	73.98	813.83				
							TOTAL	**THIS PERIOD**		**463.11**	**739.85**	**73.98**	**813.83**		**4492**	**10.3**	**18.1**
								YEAR TO DATE		4,598.65	7,392.15	739.25	8,131.40		38367	12.0	21.2
Cost Centre			**5732**					DIESEL		463.11	739.85	73.98	813.83				
							TOTAL	**THIS PERIOD**		**463.11**	**739.85**	**73.98**	**813.83**		**4492**	**10.3**	**18.1**
								YEAR TO DATE		4,598.65	7,392.15	739.25	8,131.40		38367	12.0	21.2
7050 90000773 68008	03/10/25	17:16:50	BIBRA LAKE	WA	7451	083448		ULSD G10	175.20	52.45	83.54	8.35	91.89	270959			
1INJ945 5743	07/10/25	15:13:33	BIBRA LAKE	WA	7451	001701		ULT DSL	178.36	45.05	73.05	7.30	80.35	27491			
WHITE FORD RANGER	08/10/25	23:35:08	COCKBURN CENTRAL	WA	7395	079556		ULT DSL	178.36	18.58	30.13	3.01	33.14	27713	222	8.4	14.9
	11/10/25	12:52:37	BIBRA LAKE	WA	7451	001970		ULT DSL	178.36	18.22	29.55	2.95	32.50	27901	188	9.7	17.3
	12/10/25	23:32:09	SUCCESS	WA	5992	050463		ULT DSL	176.36	31.99	51.29	5.13	56.42	28216	315	10.2	17.9
	15/10/25	00:19:18	COCKBURN CENTRAL	WA	7395	079679		ULT DSL	175.88	43.82	70.06	7.01	77.07	28633	417	10.5	18.5
	17/10/25	16:25:33	BIBRA LAKE	WA	7451	002478		ULT DSL	175.88	32.69	52.27	5.23	57.50	29002	369	8.9	15.6
	18/10/25	17:12:10	BIBRA LAKE	WA	7451	002544		ULT DSL	175.88	28.05	44.85	4.49	49.34	22905			
	19/10/25	17:28:13	BIBRA LAKE	WA	7451	002567		ULT DSL	175.88	23.17	37.05	3.70	40.75	29553			
	20/10/25	16:53:16	BIBRA LAKE	WA	7451	002644		ULT DSL	175.74	20.85	33.31	3.33	36.64	29771	218	9.6	16.8
	21/10/25	16:56:46	BIBRA LAKE	WA	7451	002745		ULT DSL	175.74	26.56	42.44	4.24	46.68	30048	277	9.6	16.9
	22/10/25	23:33:03	SPEARWOOD	WA	6443	007195		ULT DSL	173.74	36.69	57.95	5.80	63.75	30403	355	10.3	18.0
	27/10/25	22:43:58	SUCCESS	WA	5992	051125		ULT DSL	170.90	37.97	58.99	5.90	64.89	30783	380	10.0	17.1

BP Australia Pty Ltd
A.B.N. 53 004 085 616
GPO 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 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
								DIESEL		416.09	664.48	66.44	730.92				
							TOTAL	**THIS PERIOD**		**416.09**	**664.48**	**66.44**	**730.92**		**2741**	**15.2**	**26.7**
								YEAR TO DATE		2,599.73	4,088.59	408.85	4,497.44		26557	9.8	16.9
Cost Centre			**5743**					DIESEL		416.09	664.48	66.44	730.92				
							TOTAL	**THIS PERIOD**		**416.09**	**664.48**	**66.44**	**730.92**		**2741**	**15.2**	**26.7**
								YEAR TO DATE		2,599.73	4,088.59	408.85	4,497.44		26557	9.8	16.9
7050 90000773 97569	01/10/25	23:35:32	SPEARWOOD	WA	6443	006555		ULT DSL	174.20	30.51	48.32	4.83	53.15	20090	321	9.5	16.6
1INJ944 5753	02/10/25	23:51:11	SUCCESS	WA	5992	050041		ULT DSL	174.20	20.87	33.05	3.31	36.36	20327	237	8.8	15.3
WHITE FORD RANGER	03/10/25	23:33:37	SUCCESS	WA	5992	050091		ULT DSL	174.20	18.31	29.00	2.90	31.90	20245			
	04/10/25	23:35:39	SPEARWOOD	WA	6443	006652		ULT DSL	174.20	17.51	27.73	2.77	30.50	20703	458	3.8	6.7
	05/10/25	23:23:45	SUCCESS	WA	5992	050140		ULT DSL	174.20	18.82	29.80	2.98	32.78	20956	253	7.4	13.0
	06/10/25	23:21:33	SUCCESS	WA	5992	050184		ULT DSL	176.36	17.82	28.57	2.86	31.43	21109	153	11.6	20.5
	07/10/25	23:35:19	SPEARWOOD	WA	6443	006732		ULT DSL	176.36	16.52	26.49	2.65	29.14	20215			
	09/10/25	17:34:15	BIBRA LAKE	WA	7451	001879		ULT DSL	178.36	31.93	51.77	5.18	56.95	21615	1400	2.3	4.1
	12/10/25	17:16:44	COCKBURN CENTRAL	WA	7395	012904		ULT DSL	178.36	48.42	78.51	7.85	86.36	22163	548	8.8	15.8
	13/10/25	17:38:58	BIBRA LAKE	WA	7451	002088		ULT DSL	175.88	15.97	25.54	2.55	28.09	22289	126	12.7	22.3
	23/10/25	05:46:13	BIBRA LAKE	WA	7451	084057		ULT DSL	175.74	48.52	77.52	7.75	85.27	22817	528	9.2	16.1
	24/10/25	05:38:10	BIBRA LAKE	WA	7451	084099		ULT DSL	175.74	15.97	25.52	2.55	28.07	23000	183	8.7	15.3
	27/10/25	05:42:42	BIBRA LAKE	WA	7451	003085		ULT DSL	172.90	48.98	76.99	7.70	84.69	23535	535	9.2	15.8
	29/10/25	20:08:44	BIBRA LAKE	WA	7451	003388		ULT DSL	172.90	45.64	71.74	7.17	78.91	24017	482	9.5	16.4
	30/10/25	05:00:03	SPEARWOOD	WA	6443	007423		ULT DSL	170.90	15.13	23.51	2.35	25.86	24160	143	10.6	18.1
								DIESEL		410.92	654.06	65.40	719.46				
							TOTAL	**THIS PERIOD**		**410.92**	**654.06**	**65.40**	**719.46**		**5367**	**7.7**	**13.4**
								YEAR TO DATE		2,294.81	3,620.18	362.07	3,982.25		24432	9.4	16.3
Cost Centre			**5753**					DIESEL		410.92	654.06	65.40	719.46				
							TOTAL	**THIS PERIOD**		**410.92**	**654.06**	**65.40**	**719.46**		**5367**	**7.7**	**13.4**
								YEAR TO DATE		2,294.81	3,620.18	362.07	3,982.25		24432	9.4	16.3
7050 15405338 04581	03/10/25	18:21:17	BIBRA LAKE	WA	7451	001470		ULT DSL	176.20	57.79	92.57	9.26	101.83	98106	620	9.3	16.4
1ICB466 5762	07/10/25	23:44:33	COCKBURN CENTRAL	WA	7395	012621		ULT DSL	178.36	22.34	36.23	3.62	39.85	98602	496	4.5	8.0
WHITE FORD RANGER	13/10/25	16:28:46	BIBRA LAKE	WA	7451	002081		ULT DSL	175.88	72.43	115.81	11.58	127.39	99063	461	15.7	27.6
	15/10/25	17:42:25	SUCCESS	WA	5992	028989		ULT DSL	173.88	28.71	45.38	4.54	49.92	99235	172	16.7	29.0
	16/10/25	17:43:08	BIBRA LAKE	WA	7451	002382		ULT DSL	175.88	18.59	29.73	2.97	32.70	99545	310	6.0	10.5
	17/10/25	17:44:42	BIBRA LAKE	WA	7451	002487		ULT DSL	175.88	20.58	32.91	3.29	36.20	99722	177	11.6	20.5
	19/10/25	17:36:25	SUCCESS	WA	5992	050738		ULT DSL	173.88	35.67	56.38	5.64	62.02	100123	401	8.9	15.5
	23/10/25	23:48:35	SPEARWOOD	WA	6443	007238		ULT DSL	173.74	65.25	103.06	10.31	113.37	100725	602	10.8	18.8
	29/10/25	04:42:26	BIBRA LAKE	WA	7451	003316		ULT DSL	172.90	62.14	97.67	9.77	107.44	101509	784	7.9	13.7

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		383.50	609.74	60.98	670.72				
						TOTAL	**THIS PERIOD**		**383.50**	**609.74**	**60.98**	**670.72**		**4023**	**9.5**	**16.7**
							YEAR TO DATE		3,904.50	6,299.16	629.92	6,929.08		33291	11.7	20.8
Cost Centre			**5762**				DIESEL		383.50	609.74	60.98	670.72				
						TOTAL	**THIS PERIOD**		**383.50**	**609.74**	**60.98**	**670.72**		**4023**	**9.5**	**16.7**
							YEAR TO DATE		3,904.50	6,299.16	629.92	6,929.08		33291	11.7	20.8
7050 15405338 03807	14/10/25	08:36:14	BIBRA LAKE WA	7451	083786		ULSD G10	174.88	75.34	119.78	11.98	131.76	50664	781	9.6	16.9
1HFK120 5971																
WHITE FORD RANGER UTILITY							DIESEL		75.34	119.78	11.98	131.76				
						TOTAL	**THIS PERIOD**		**75.34**	**119.78**	**11.98**	**131.76**		**781**	**9.6**	**16.9**
							YEAR TO DATE		223.09	362.98	36.30	399.28		2324	9.6	17.2
Cost Centre			**5971**				DIESEL		75.34	119.78	11.98	131.76				
						TOTAL	**THIS PERIOD**		**75.34**	**119.78**	**11.98**	**131.76**		**781**	**9.6**	**16.9**
							YEAR TO DATE		223.09	362.98	36.30	399.28		2324	9.6	17.2
7050 90000774 08739	07/10/25	15:04:33	BIBRA LAKE WA	7451	001700		ULSD G10	177.36	30.56	49.27	4.93	54.20	9698	463	6.6	11.7
1IPR567 6612	23/10/25	15:21:56	BIBRA LAKE WA	7451	002916		ULT DSL	175.74	52.81	84.37	8.44	92.81	10289	591	8.9	15.7
WHITE MITSUBISHI TRITON							DIESEL		83.37	133.64	13.37	147.01				
						TOTAL	**THIS PERIOD**		**83.37**	**133.64**	**13.37**	**147.01**		**1054**	**7.9**	**13.9**
							YEAR TO DATE		643.43	1,004.84	100.48	1,105.32		7846	8.2	14.1
Cost Centre			**6612**				DIESEL		83.37	133.64	13.37	147.01				
						TOTAL	**THIS PERIOD**		**83.37**	**133.64**	**13.37**	**147.01**		**1054**	**7.9**	**13.9**
							YEAR TO DATE		643.43	1,004.84	100.48	1,105.32		7846	8.2	14.1
7050 90000768 73651	30/09/25	10:05:24	BIBRA LAKE WA	7451	001167		ULT DSL	176.20	59.84	95.85	9.59	105.44	9584	600	10.0	17.6
1IMB584 6681	20/10/25	09:20:46	COCKBURN CENTRAL WA	7395	013428		ULT DSL	175.74	63.27	101.08	10.11	111.19	10257	673	9.4	16.5
WHITE FORD RANGER																

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CITY OF COCKBURN

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Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		123.11	196.93	19.70	216.63				
						TOTAL	**THIS PERIOD**		**123.11**	**196.93**	**19.70**	**216.63**		**1273**	**9.7**	**17.0**
							YEAR TO DATE		925.40	1,490.24	149.03	1,639.27		8951	10.3	18.3
Cost Centre			**6681**				DIESEL		123.11	196.93	19.70	216.63				
						TOTAL	**THIS PERIOD**		**123.11**	**196.93**	**19.70**	**216.63**		**1273**	**9.7**	**17.0**
							YEAR TO DATE		925.40	1,490.24	149.03	1,639.27		8951	10.3	18.3
7050 90000768 77884 1GGP946 6911 SILVER HYUNDAI I30 HATCH	28/10/25	11:32:07	SUCCESS WA	5992	029434		ULP UNM	154.70 P	37.29	52.45	5.24	57.69	62358	437	8.5	13.2
							M/S		37.29	52.45	5.24	57.69				
						TOTAL	**THIS PERIOD**		**37.29**	**52.45**	**5.24**	**57.69**		**437**	**8.5**	**13.2**
							YEAR TO DATE		454.21	664.74	66.47	731.21		4020	11.3	18.2
Cost Centre			**6911**				M/S		37.29	52.45	5.24	57.69				
						TOTAL	**THIS PERIOD**		**37.29**	**52.45**	**5.24**	**57.69**		**437**	**8.5**	**13.2**
							YEAR TO DATE		454.21	664.74	66.47	731.21		4020	11.3	18.2
7050 15405338 04441 1IAN776 6931 WHITE FORD RANGER	01/10/25	07:10:32	BIBRA LAKE WA	7451	083301		ULT DSL	176.20	56.19	90.01	9.00	99.01	18630			
							DIESEL		56.19	90.01	9.00	99.01				
						TOTAL	**THIS PERIOD**		**56.19**	**90.01**	**9.00**	**99.01**				
							YEAR TO DATE		679.36	1,098.45	109.85	1,208.30		3797	17.9	31.8
Cost Centre			**6931**				DIESEL		56.19	90.01	9.00	99.01				
						TOTAL	**THIS PERIOD**		**56.19**	**90.01**	**9.00**	**99.01**				
							YEAR TO DATE		679.36	1,098.45	109.85	1,208.30		3797	17.9	31.8
7050 15405338 04433 1IAN778 6941 WHITE FORD RANGER	21/10/25	06:39:02	BIBRA LAKE WA	7451	002666		ULT DSL	175.74	73.58	117.55	11.76	129.31	23003	788	9.3	16.4

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CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		73.58	117.55	11.76	129.31				
						TOTAL	**THIS PERIOD**		**73.58**	**117.55**	**11.76**	**129.31**		**788**	**9.3**	**16.4**
							YEAR TO DATE		886.56	1,426.57	142.67	1,569.24		7656	11.6	20.5
Cost Centre			**6941**				DIESEL		73.58	117.55	11.76	129.31				
						TOTAL	**THIS PERIOD**		**73.58**	**117.55**	**11.76**	**129.31**		**788**	**9.3**	**16.4**
							YEAR TO DATE		886.56	1,426.57	142.67	1,569.24		7656	11.6	20.5
7050 90000763 26726	01/10/25	11:41:13	BIBRA LAKE WA	7451	001259		ULSD G10	175.20	72.51	115.49	11.55	127.04	10299	687	10.6	18.5
1IHH592 6951	29/10/25	07:37:15	BIBRA LAKE WA	7451	084216		ULSD G10	171.90	71.45	111.66	11.17	122.83	10980	681	10.5	18.0
WHITE FORD RANGER							DIESEL		143.96	227.15	22.72	249.87				
						TOTAL	**THIS PERIOD**		**143.96**	**227.15**	**22.72**	**249.87**		**1368**	**10.5**	**18.3**
							YEAR TO DATE		740.51	1,177.45	117.75	1,295.20		6971	10.6	18.6
Cost Centre			**6951**				DIESEL		143.96	227.15	22.72	249.87				
						TOTAL	**THIS PERIOD**		**143.96**	**227.15**	**22.72**	**249.87**		**1368**	**10.5**	**18.3**
							YEAR TO DATE		740.51	1,177.45	117.75	1,295.20		6971	10.6	18.6
7050 15405338 04615	15/10/25	10:13:12	BIBRA LAKE WA	7451	002267		ULSD G10	174.88	61.61	97.95	9.80	107.75	24286	695	8.9	15.5
1IHH589 6961																
WHITE FORD RANGER UTE							DIESEL		61.61	97.95	9.80	107.75				
						TOTAL	**THIS PERIOD**		**61.61**	**97.95**	**9.80**	**107.75**		**695**	**8.9**	**15.5**
							YEAR TO DATE		1,371.42	2,186.94	218.67	2,405.61		15591	8.8	15.4
Cost Centre			**6961**				DIESEL		61.61	97.95	9.80	107.75				
						TOTAL	**THIS PERIOD**		**61.61**	**97.95**	**9.80**	**107.75**		**695**	**8.9**	**15.5**
							YEAR TO DATE		1,371.42	2,186.94	218.67	2,405.61		15591	8.8	15.4
7050 90000764 78360	30/09/25	06:45:38	BIBRA LAKE WA	7451	001146		ULSD G10	175.20	46.28	73.71	7.37	81.08	1755	13	356.0	623.7
1IGU559 7433	02/10/25	06:20:08	BIBRA LAKE WA	7451	083342		ULSD G10	175.20	40.22	64.06	6.41	70.47	1769	14	287.3	503.4
SCHAFFER ART LOADER -	04/10/25	06:46:34	BIBRA LAKE WA	7451	001482		ULSD G10	175.20	32.39	51.59	5.16	56.75	1783	14	231.4	405.4
HOURS	07/10/25	15:33:36	BIBRA LAKE WA	7451	001705		ULSD G10	177.36	48.67	78.47	7.85	86.32	1803	20	243.4	431.6
	09/10/25	06:16:58	BIBRA LAKE WA	7451	083631		ULSD G10	177.36	17.44	28.12	2.81	30.93	1810	7	249.1	441.9
	10/10/25	14:47:49	BIBRA LAKE WA	7451	001928		ULSD G10	177.36	41.24	66.49	6.65	73.14	1824	14	294.6	522.4
	14/10/25	06:18:28	BIBRA LAKE WA	7451	002105		ULSD G10	174.88	34.34	54.59	5.46	60.05	1838	14	245.3	428.9

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Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
	16/10/25	06:24:42	BIBRA LAKE WA	7451	083844		ULSD G10	174.88	53.31	84.75	8.48	93.23	1852	14	380.8	665.9
	18/10/25	06:49:55	BIBRA LAKE WA	7451	083941		ULSD G10	174.88	20.47	32.55	3.25	35.80	1852			
	22/10/25	07:12:26	BIBRA LAKE WA	7451	084041		ULSD G10	174.74	42.14	66.95	6.69	73.64	1880	28	150.5	263.0
	28/10/25	06:54:10	BIBRA LAKE WA	7451	003221		ULSD G10	171.90	54.30	84.85	8.49	93.34	1856			
							DIESEL		430.80	686.13	68.62	754.75				
						TOTAL	**THIS PERIOD**		**430.80**	**686.13**	**68.62**	**754.75**		**138**	**312.2**	**546.9**
							YEAR TO DATE		3,514.54	5,611.57	561.15	6,172.72		1268	277.2	486.8
Cost Centre			**7433**				DIESEL		430.80	686.13	68.62	754.75				
						TOTAL	**THIS PERIOD**		**430.80**	**686.13**	**68.62**	**754.75**		**138**	**312.2**	**546.9**
							YEAR TO DATE		3,514.54	5,611.57	561.15	6,172.72		1268	277.2	486.8
7050 90000764 77594	30/09/25	06:38:54	BIBRA LAKE WA	7451	001143		ULT DSL	176.20	101.24	162.17	16.22	178.39	7257	13	778.8	1372.2
1HHZ646 7454	01/10/25	05:44:16	BIBRA LAKE WA	7451	001226		ULSD G10	175.20	70.55	112.37	11.24	123.61	7264	7	1007.9	1765.9
MERC REAR LOADER - HOURS	02/10/25	06:13:19	BIBRA LAKE WA	7451	083339		ULSD G10	175.20	60.22	95.92	9.59	105.51	7274	10	602.2	1055.1
	03/10/25	06:21:26	BIBRA LAKE WA	7451	001404		ULSD G10	175.20	64.94	103.44	10.34	113.78	7282	8	811.8	1422.2
	04/10/25	06:47:20	BIBRA LAKE WA	7451	001483		AdBlue	199.90 P	13.32	24.21	2.42	26.63	7290	8	166.5	332.9
							ULSD G10	175.20	43.77	69.72	6.97	76.69				
	06/10/25	06:13:23	BIBRA LAKE WA	7451	001541		AdBlue	199.90 P	2.20	4.00	0.40	4.40	7299	9	24.4	48.9
							ULSD G10	177.36	66.01	106.44	10.64	117.08				
	07/10/25	06:18:56	BIBRA LAKE WA	7451	001645		ULSD G10	177.36	59.01	95.15	9.51	104.66	7307	8	737.6	1308.2
	08/10/25	06:17:54	BIBRA LAKE WA	7451	083574		ULSD G10	177.36	60.94	98.25	9.83	108.08	7316	9	677.1	1200.9
	08/10/25	15:02:38	BIBRA LAKE WA	7451	083627		ULSD G10	177.36	54.60	88.04	8.80	96.84	7324	8	682.5	1210.5
	10/10/25	06:20:42	BIBRA LAKE WA	7451	083678		ULSD G10	177.36	55.17	88.95	8.90	97.85	84198			
	11/10/25	06:46:13	BIBRA LAKE WA	7451	001950		AdBlue	199.90 P	11.68	21.23	2.12	23.35	7431			
							ULSD G10	177.36	72.93	117.59	11.76	129.35				
	13/10/25	06:37:06	BIBRA LAKE WA	7451	002008		ULSD G10	174.88	55.32	87.95	8.80	96.75	7349			
	14/10/25	06:32:06	BIBRA LAKE WA	7451	083779		ULSD G10	174.88	59.08	93.93	9.39	103.32	7356	7	844.0	1476.0
	15/10/25	06:15:47	BIBRA LAKE WA	7451	002237		ULSD G10	174.88	93.84	149.19	14.92	164.11	7365	9	1042.7	1823.4
	17/10/25	06:16:49	BIBRA LAKE WA	7451	002394		AdBlue	199.90 P	13.87	25.21	2.52	27.73	7380	15	92.5	184.9
							ULSD G10	174.88	123.73	196.71	19.67	216.38				
	20/10/25	06:33:36	BIBRA LAKE WA	7451	083954		ULSD G10	174.74	97.57	154.99	15.50	170.49	7395	15	650.5	1136.6
							ADBLUE		41.07	74.65	7.46	82.11				
							DIESEL		1138.92	1820.81	182.08	2002.89				
						TOTAL	**THIS PERIOD**		**1,179.99**	**1,895.46**	**189.54**	**2,085.00**		**126**	**936.5**	**1654.8**
							YEAR TO DATE		11,423.29	18,423.59	1,842.28	20,265.87		3608	316.6	561.7

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CITY OF COCKBURN
Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location		Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
Cost Centre			**7454**					ADBLUE		41.07	74.65	7.46	82.11				
								DIESEL		1138.92	1820.81	182.08	2002.89				
							TOTAL	**THIS PERIOD**		**1,179.99**	**1,895.46**	**189.54**	**2,085.00**		**126**	**936.5**	**1654.8**
								YEAR TO DATE		11,423.29	18,423.59	1,842.28	20,265.87		3608	316.6	561.7
7050 90000764 78311	30/09/25	06:45:42	BIBRA LAKE	WA	7451	083241		ULSD G10	175.20	143.94	229.26	22.93	252.19	7442	9	1599.3	2802.1
1HHZ645 7473	02/10/25	06:22:11	BIBRA LAKE	WA	7451	083344		ULSD G10	175.20	108.99	173.59	17.36	190.95	7457	15	726.6	1273.0
MERC REAR LOADER - HOURS	04/10/25	06:48:48	BIBRA LAKE	WA	7451	001485		AdBlue	199.90 P	20.88	37.95	3.79	41.74	7470	13	160.6	321.1
								ULSD G10	175.20	97.65	155.54	15.55	171.09				
	07/10/25	15:34:18	BIBRA LAKE	WA	7451	083572		ULSD G10	177.36	140.87	227.14	22.71	249.85	7448			
	09/10/25	06:17:25	BIBRA LAKE	WA	7451	001820		ULSD G10	177.36	67.59	108.98	10.90	119.88	7497	49	137.9	244.7
	10/10/25	14:48:35	BIBRA LAKE	WA	7451	001929		AdBlue	199.90 P	12.58	22.86	2.29	25.15	7511	14	89.9	179.6
								ULT DSL	178.36	108.24	175.51	17.55	193.06				
	14/10/25	06:17:56	BIBRA LAKE	WA	7451	002104		ULSD G10	174.88	67.10	106.68	10.67	117.35	7521	10	671.0	1173.5
	16/10/25	06:25:22	BIBRA LAKE	WA	7451	083845		ULSD G10	174.88	106.82	169.83	16.98	186.81	7435			
	18/10/25	06:52:10	BIBRA LAKE	WA	7451	002497		ULT DSL	175.88	71.90	114.96	11.50	126.46	84284			
	22/10/25	06:23:12	BIBRA LAKE	WA	7451	002770		AdBlue	199.90 P	14.47	26.30	2.63	28.93	7560			
								ULSD G10	174.74	106.40	169.02	16.90	185.92				
	24/10/25	07:57:15	BIBRA LAKE	WA	7451	002956		ULSD G10	174.74	145.70	231.45	23.15	254.60	777			
	27/10/25	07:53:29	BIBRA LAKE	WA	7451	084146		ULSD G10	171.90	51.60	80.64	8.06	88.70	7580			
	28/10/25	06:06:49	BIBRA LAKE	WA	7451	003204		ULSD G10	171.90	44.94	70.23	7.02	77.25	7582	2	2247.0	3862.5
	30/10/25	06:13:44	BIBRA LAKE	WA	7451	084252		AdBlue	199.90 P	13.71	24.92	2.49	27.41	7602	20	68.6	137.0
								ULSD G10	171.90	111.65	174.48	17.45	191.93				
								ADBLUE		61.64	112.03	11.20	123.23				
								DIESEL		1373.39	2187.31	218.73	2406.04				
							TOTAL	**THIS PERIOD**		**1,435.03**	**2,299.34**	**229.93**	**2,529.27**		**132**	**1087.1**	**1916.1**
								YEAR TO DATE		10,062.43	16,101.31	1,610.08	17,711.39		4934	203.9	359.0
Cost Centre			**7473**					ADBLUE		61.64	112.03	11.20	123.23				
								DIESEL		1373.39	2187.31	218.73	2406.04				
							TOTAL	**THIS PERIOD**		**1,435.03**	**2,299.34**	**229.93**	**2,529.27**		**132**	**1087.1**	**1916.1**
								YEAR TO DATE		10,062.43	16,101.31	1,610.08	17,711.39		4934	203.9	359.0
7050 15405338 00787	22/10/25	20:26:41	COCKBURN CENTRAL	WA	7395	013670		ULSD G10	174.74	25.72	40.85	4.09	44.94	64461			
1DMM606 7602	27/10/25	20:12:47	SUCCESS	WA	5992	051118		ULT DSL	170.90	32.87	51.07	5.11	56.18	64494	33	99.6	170.2
WHITE IZUZU TRUCK																	

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PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

CITY OF COCKBURN

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
							DIESEL		58.59	91.92	9.20	101.12				
						TOTAL	**THIS PERIOD**		**58.59**	**91.92**	**9.20**	**101.12**		**33**	**177.5**	**306.4**
							YEAR TO DATE		2,286.06	3,669.37	366.96	4,036.33		3684	62.1	109.6
Cost Centre			**7602**				DIESEL		58.59	91.92	9.20	101.12				
						TOTAL	**THIS PERIOD**		**58.59**	**91.92**	**9.20**	**101.12**		**33**	**177.5**	**306.4**
							YEAR TO DATE		2,286.06	3,669.37	366.96	4,036.33		3684	62.1	109.6
7050 90000764 78337	30/09/25	06:51:47	BIBRA LAKE WA	7451	083245		ULSD G10	175.20	96.85	154.25	15.43	169.68	7894			
1GHM244 7701	06/10/25	06:38:09	BIBRA LAKE WA	7451	001548		ULT DSL	178.36	101.55	164.66	16.47	181.13	4672			
UD REAR LOADER - HOURS	08/10/25	06:48:41	BIBRA LAKE WA	7451	083577		ULT DSL	178.36	66.00	107.02	10.70	117.72	4682	10	660.0	1177.2
	10/10/25	06:12:16	BIBRA LAKE WA	7451	083675		ULT DSL	178.36	68.24	110.65	11.06	121.71	4693	11	620.4	1106.5
	13/10/25	06:30:55	BIBRA LAKE WA	7451	083730		ULT DSL	175.88	60.16	96.19	9.62	105.81	4699	6	1002.7	1763.5
	15/10/25	06:44:41	BIBRA LAKE WA	7451	002244		ULT DSL	175.88	73.07	116.84	11.68	128.52	4706	7	1043.9	1836.0
	20/10/25	12:54:57	BIBRA LAKE WA	7451	002614		ULT DSL	175.74	43.57	69.61	6.96	76.57	4711	5	871.4	1531.4
	23/10/25	13:40:09	BIBRA LAKE WA	7451	002908		ULSD G10	174.74	107.47	170.72	17.07	187.79	7985			
							DIESEL		616.91	989.94	98.99	1088.93				
						TOTAL	**THIS PERIOD**		**616.91**	**989.94**	**98.99**	**1,088.93**		**39**	**1581.8**	**2792.1**
							YEAR TO DATE		4,679.75	7,512.80	751.27	8,264.07		2461	190.2	335.8
Cost Centre			**7701**				DIESEL		616.91	989.94	98.99	1088.93				
						TOTAL	**THIS PERIOD**		**616.91**	**989.94**	**98.99**	**1,088.93**		**39**	**1581.8**	**2792.1**
							YEAR TO DATE		4,679.75	7,512.80	751.27	8,264.07		2461	190.2	335.8
7050 90000773 22153	30/09/25	10:44:14	BIBRA LAKE WA	7451	001170		ULT DSL	176.20	69.25	110.93	11.09	122.02	7650	694	10.0	17.6
1INV373 7923	14/10/25	09:59:52	BIBRA LAKE WA	7451	083796		ULT DSL	175.88	66.30	106.01	10.60	116.61	8399	749	8.9	15.6
WHITE FORD RANGER	28/10/25	09:50:01	BIBRA LAKE WA	7451	084194		ULT DSL	172.90	65.74	103.34	10.33	113.67	9124	725	9.1	15.7
							DIESEL		201.29	320.28	32.02	352.30				
						TOTAL	**THIS PERIOD**		**201.29**	**320.28**	**32.02**	**352.30**		**2168**	**9.3**	**16.2**
							YEAR TO DATE		876.75	1,383.93	138.39	1,522.32		7047	12.4	21.6
Cost Centre			**7923**				DIESEL		201.29	320.28	32.02	352.30				
						TOTAL	**THIS PERIOD**		**201.29**	**320.28**	**32.02**	**352.30**		**2168**	**9.3**	**16.2**
							YEAR TO DATE		876.75	1,383.93	138.39	1,522.32		7047	12.4	21.6
7050 15405338 04243	03/10/25	14:08:03	BIBRA LAKE WA	7451	001443		ULSD G10	175.20	32.40	51.61	5.16	56.77	26953	286	11.3	19.8
1HTF631 7952	23/10/25	06:56:56	BIBRA LAKE WA	7451	084072		ULSD G10	174.74	59.25	94.12	9.41	103.53	27621	668	8.9	15.5

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Accounts Payable (Invoice Only) PO 067775
PO Box 1215
BIBRA LAKE DC PRIVATE BOXES WA 6965

Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
WHITE FORD RANGER UTILITY							DIESEL		91.65	145.73	14.57	160.30				
						TOTAL	**THIS PERIOD**		**91.65**	**145.73**	**14.57**	**160.30**		**954**	**9.6**	**16.8**
							YEAR TO DATE		938.34	1,500.23	150.04	1,650.27		5957	15.8	27.7
Cost Centre			**7952**				DIESEL		91.65	145.73	14.57	160.30				
						TOTAL	**THIS PERIOD**		**91.65**	**145.73**	**14.57**	**160.30**		**954**	**9.6**	**16.8**
							YEAR TO DATE		938.34	1,500.23	150.04	1,650.27		5957	15.8	27.7
7050 15405338 02601 1GIR690 7961 WHITE MITSUBISHI TRITON UTE	21/10/25	15:21:41	BIBRA LAKE WA	7451	002735		ULSD G10	174.74	50.67	80.49	8.05	88.54	51884	487	10.4	18.2
							DIESEL		50.67	80.49	8.05	88.54				
						TOTAL	**THIS PERIOD**		**50.67**	**80.49**	**8.05**	**88.54**		**487**	**10.4**	**18.2**
							YEAR TO DATE		254.74	404.95	40.49	445.44		1136	22.4	39.2
Cost Centre			**7961**				DIESEL		50.67	80.49	8.05	88.54				
						TOTAL	**THIS PERIOD**		**50.67**	**80.49**	**8.05**	**88.54**		**487**	**10.4**	**18.2**
							YEAR TO DATE		254.74	404.95	40.49	445.44		1136	22.4	39.2
7050 15405338 04102 WASTE Waste WASTE	01/10/25	05:43:52	BIBRA LAKE WA	7451	001225		ULSD G10	175.20	46.63	74.27	7.43	81.70	792			
	02/10/25	06:16:18	BIBRA LAKE WA	7451	083340		ULSD G10	175.20	49.35	78.60	7.86	86.46	800	8	616.9	1080.8
	03/10/25	06:22:14	BIBRA LAKE WA	7451	001405		ULSD G10	175.20	37.47	59.68	5.97	65.65	806	6	624.5	1094.2
	04/10/25	06:48:20	BIBRA LAKE WA	7451	001484		ULSD G10	175.20	34.78	55.40	5.54	60.94	816	10	347.8	609.4
	06/10/25	06:13:53	BIBRA LAKE WA	7451	001542		ULSD G10	177.36	31.55	50.87	5.09	55.96	817	1	3155.0	5596.0
	07/10/25	06:20:19	BIBRA LAKE WA	7451	001646		ULSD G10	177.36	37.05	59.74	5.97	65.71	824	7	529.3	938.7
	08/10/25	06:18:14	BIBRA LAKE WA	7451	001732		ULSD G10	177.36	34.63	55.84	5.58	61.42	832	8	432.9	767.8
	08/10/25	15:03:16	BIBRA LAKE WA	7451	001792		ULSD G10	177.36	47.07	75.89	7.59	83.48	838	6	784.5	1391.3
	10/10/25	06:20:35	BIBRA LAKE WA	7451	001892		ULSD G10	177.36	44.27	71.38	7.14	78.52	845	7	632.4	1121.7
	11/10/25	06:46:43	BIBRA LAKE WA	7451	001951		ULSD G10	177.36	45.78	73.82	7.38	81.20	851	6	763.0	1353.3
	13/10/25	06:37:35	BIBRA LAKE WA	7451	002009		ULSD G10	174.88	28.44	45.22	4.52	49.74	855	4	711.0	1243.5
	14/10/25	06:31:04	BIBRA LAKE WA	7451	002107		ULSD G10	174.88	36.69	58.33	5.83	64.16	861	6	611.5	1069.3
	15/10/25	06:14:40	BIBRA LAKE WA	7451	083809		ULSD G10	174.88	43.00	68.36	6.84	75.20	866	5	860.0	1504.0
	16/10/25	06:19:35	BIBRA LAKE WA	7451	083841		ULSD G10	174.88	29.41	46.75	4.68	51.43	87			
	17/10/25	06:15:46	BIBRA LAKE WA	7451	002393		ULSD G10	174.88	39.59	62.95	6.29	69.24	877	790	5.0	8.8
	17/10/25	15:11:14	BIBRA LAKE WA	7451	002468		ULSD G10	174.88	52.06	82.76	8.28	91.04	883	6	867.7	1517.3
	20/10/25	06:33:02	BIBRA LAKE WA	7451	002577		ULSD G10	174.74	28.01	44.49	4.45	48.94	886	3	933.7	1631.3
	20/10/25	12:53:38	BIBRA LAKE WA	7451	083987		ULSD G10	174.74	28.46	45.21	4.52	49.73	890	4	711.5	1243.2
	22/10/25	07:30:22	BIBRA LAKE WA	7451	002780		ULSD G10	174.74	43.68	69.39	6.94	76.33	897	7	624.0	1090.4

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Account Number: 0050188034 Customer Number: 0115405338
Period Starting: 01/10/2025 Period Ending: 31/10/2025

Date: 31/10/2025

Card Number Vehicle/Driver	Date	Time	Purchase Location	Site No.	Receipt Number	Customer Reference	Product/Service Description	CPL Price	Litres	Total Exc GST ($)	GST ($)	Total Inc GST ($)	Odo meter (km)	KM Span	Litres/ 100km	Cents /km
	23/10/25	06:12:08	BIBRA LAKE WA	7451	084058		ULSD G10	174.74	25.34	40.25	4.03	44.28	900	3	844.7	1476.0
	27/10/25	07:52:55	BIBRA LAKE WA	7451	084145		ULSD G10	171.90	28.61	44.71	4.47	49.18	905	5	572.2	983.6
	28/10/25	06:06:23	BIBRA LAKE WA	7451	003203		ULSD G10	171.90	25.90	40.47	4.05	44.52	988	83	31.2	53.6
	29/10/25	06:02:22	BIBRA LAKE WA	7451	084211		ULSD G10	171.90	40.29	62.96	6.30	69.26	914			
	30/10/25	06:14:11	BIBRA LAKE WA	7451	084253		ULSD G10	171.90	43.04	67.26	6.73	73.99	911			
							DIESEL		901.10	1434.60	143.48	1578.08				
						TOTAL	**THIS PERIOD**		**901.10**	**1,434.60**	**143.48**	**1,578.08**		**975**	**92.4**	**161.9**
							YEAR TO DATE		7,583.96	12,085.82	1,208.63	13,294.45		8894	85.3	149.5
Cost Centre			**Waste**				DIESEL		901.10	1434.60	143.48	1578.08				
						TOTAL	**THIS PERIOD**		**901.10**	**1,434.60**	**143.48**	**1,578.08**		**975**	**92.4**	**161.9**
							YEAR TO DATE		7,583.96	12,085.82	1,208.63	13,294.45		8894	85.3	149.5
							ADBLUE		120.72	219.41	21.93	241.34				
							DIESEL		16995.23	27078.91	2707.94	29786.85				
							M/S		559.08	841.54	84.15	925.69				
CUSTOMER TOTAL						**GRAND TOTAL**	**THIS PERIOD**		**17,675.03**	**28,139.86**	**2,814.02**	**30,953.88**		**112554**	**15.7**	**27.5**
							YEAR TO DATE		174,879.92	279,633.86	27,963.48	307,597.34		1117810	15.6	27.5

14.2.5 Monthly Financial Report - October 2025

Executive	Director Corporate and System Services
Author	Service Manager Strategic Finance
Attachments	1. Monthly Financial Report October 2025 ⇩

RECOMMENDATION

That Council ADOPTS the Monthly Financial Report including the Statement of Financial Activity and other financial information for the month ending October 2025, as attached to the Agenda.

Background

The *Local Government (Financial Management) Regulations 1996* prescribe that a local government must prepare a Statement of Financial Activity each month. Regulation 34(2) requires this statement to be accompanied by documents including:

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) stipulates that the Statement of Financial Activity and associated documents must be presented to the Council within two months following the conclusion of the month to which the statement pertains. The Regulations require the reported information to be categorised by nature or type, statutory program, or business unit. The City presents this information according to its nature or type and organisational business structure.

Regulation 34 (5) requires each local government to annually set a percentage or value, as per the Australian Accounting Standards, for reporting material budget variances in monthly financial statements. The materiality threshold has been set by Council at $300,000 for 2025-26 (FY26).

Budget variances are reviewed regularly. Necessary amendments are either submitted to the Council for approval or included in the City's Mid-Year Budget Review.

Submission

N/A

Report

The attached Financial Report for October 2025 has been prepared in accordance with the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

The following commentary presents key financial results and an overview of budget performance as of the end of October 2025.

Statement of Comprehensive Income

The monthly report presents a Statement of Comprehensive Income in the statutory annual budget format, showing a net and total comprehensive income of $101.91 million as of October's end.

This statement includes the net operating result, which indicates financial performance. The adopted budget originally projected an annual operating deficit of $2.79 million; after in-year budget amendments, the deficit increased to $4.57 million.

Statement of Financial Position

This Statement of Financial Position outlines the City’s financial position as at the end of the month, compared to the close of the previous financial year. As 31 October 2025, the City's net assets Increased by $102.88 million to $1.97 billion, reflecting comprehensive income for the period.

Statement of Financial Activity

Opening Surplus

The current opening surplus of $10.74 million exceeds the amended budget of $2.47 million by $8.27 million. As end-of-financial-year processing and audit procedures are yet to be finalised, this figure remains provisional and may be subject to further adjustment, which will affect the final closing surplus for the month.

Closing Surplus

The City’s year-to-date closing surplus for October 2025 was $131.31 million, which is $20.79 million higher than the YTD budget of $110.52 million. This difference includes variances related to FY26 operating, investing, and financing activities, as detailed in the following sections.

Operating Revenue

The City's operating revenue was $166.35 million, $1.15 million above the year-to-date budget driven by higher interest earnings and early recognition of some revenues and interim rates.

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

Revenue from operating activities	Amended		Actual	Variance
	Full Year Budget $	YTD Budget $	$	$
Rates	140,800,000	139,875,300	140,532,911	657,611
Specified Area Rates	660,000	637,780	681,260	43,480
Operating Grants, Subsidies & Contributions	16,000,064	3,695,830	3,727,957	32,127
Fees & Charges	43,848,335	17,033,627	15,841,192	(1,192,435)
Service Charges	200,000	0	223,326	223,326
Interest Earnings	13,135,800	3,953,755	4,367,228	413,473
Other Revenue	0	0	975,000	975,000
Total	**214,644,199**	**165,196,292**	**166,348,874**	**1,152,582**

The City’s year-to-date operating revenue shows these main budget variances:

- Rates Revenue: $0.66 million above the year-to-date budget, primarily due to a budget cashflow timing difference associated with rates interim adjustments
- Fees and Charges are $1.19 million below the year-to-date budget, primarily due to cashflow timing across several revenue areas, including lease revenue, which is $0.34 million under budget. The most significant impact is within waste services, where reduced commercial tonnage has also contributed to landfill fees being $1.27 million below budget. However, this position is expected to improve as cashflows realign and tonnage increases.
- Family Day Care: $0.31 million below budget in subsidy payments.
- Cockburn Care: collective total of $0.96 million below year-to-date budget, primarily due to cashflow timing in service-related revenue and subsidy payments.
- Financial Assistance Grants: $0.69 million above the year-to-date budget, reflecting the early receipt of grant instalments.
- Interest Earnings: $0.41 million ahead of the year-to-date budget, with budget cashflows to be reviewed and updated accordingly.
- Other Revenue: $0.98 million above the year-to-date budget, primarily due to receipt of a one-off item not included in the original budget. The item relates to a confidential matter previously reported to Council.

Operating Expenditure

The City reported operating expenditures totalling $64.77 million through October 2025, which is $5.95 million less than the year-to-date budgeted amount of $70.72 million.

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

Expenditure from Operating Activities	Amended		Actual	Variance
	Full Year Budget $	YTD Budget $	$	$
Employee Costs	85,502,027	26,286,581	25,393,719	(892,862)
Materials and Contracts	61,360,408	19,815,057	15,377,580	(4,437,477)
Utility Charges	6,768,187	1,625,441	2,110,875	485,434
Depreciation on Non-Current Assets	47,678,961	15,431,747	15,431,747	0
Interest Expenses	170,229	52	12,921	12,869
Insurance Expenses	2,804,500	2,432,163	2,564,945	132,782
Other Expenditure	14,926,773	5,132,721	3,881,052	(1,251,669)
Total	**219,211,085**	**70,723,762**	**64,772,839**	**(5,950,923)**

The City's operating expenditure for the year showed the following variances from the budget:

- Employee expenses were $0.89 million under the year-to-date budget, reflecting variations in staffing expenditure among service units and resulting in an overall net underspend
- Materials and contracts were $4.44 million below the year-to-date budget, mainly due to timing such as:
  - Information Technology software support: $0.88 million under.
  - Cockburn ARC materials and contract costs are collectively $0.66 million under budget
  - Coastal Management and Planning - Sand Bypassing: $0.30 million under (due to work timing)
  - Street maintenance: $0.69 million under
  - Facilities Maintenance: $0.82 million over (cash flow timing) .
  - Cockburn ARC expansion costs are $0.79 million over budget; however, this variance will be offset by corresponding contributions and will be addressed as part of the mid-year budget review.
- Utility charges are $0.49 million over budget, mainly due to power expenses for street lighting (cashflow timing).
- Other Expenditure is $1.25 million under budget, primarily due to the cashflow timing of the landfill levy, which is $0.97 million below budget.

These variances largely reflect project scheduling and contract timing differences, with expenditure expected to align with budget as the year progresses.

Capital Expenditure

The Council's revised capital works budget for FY2025–26 is $78.58 million, up from $77.81 million mainly because of carry-forward adjustments.

As at the end of October 2025, year-to-date capital expenditure totals $8.23 million, which is $0.51 million above the YTD budget of $7.72 million.

The following table shows the budget performance by asset class:

Capital Acquisitions	Amended		YTD Actual $	YTD Variance $
	Budget $	YTD Budget $		
Land	11,400,000	0	0	0
Buildings	19,110,626	2,022,805	2,154,083	131,278
Furniture & Equipment	407,297	352,296	327,377	(24,919)
Plant & Equipment	10,660,710	1,749,293	1,814,581	65,288
Infrastructure – Roads	18,548,382	1,361,184	1,383,859	22,676
Infrastructure – Drainage	2,993,240	701,802	725,417	23,615
Infrastructure – Footpath	2,615,023	415,877	471,555	55,738
Infrastructure – Parks (Hard)	8,159,460	483,061	660,064	177,003
Infrastructure – Parks (Landscaping)	2,514,640	23,453	23,453	0
Infrastructure – Landfill Site	1,512,348	168,613	185,746	17,134
Infrastructure – Marina	257,000	41,991	41,991	0
Infrastructure – Coastal	400,000	400,000	441,341	41,341
Total	**78,578,727**	**7,720,314**	**8,229,467**	**509,153**

Compared to the previous month, actual capital expenditure is now more closely aligning with the budget. This improvement reflects recent cashflow adjustments that have better matched project delivery timeframes.

Non-Operating Grants, Subsidies and Contributions

The capital grants and contributions budget for the City in FY2025–26 is $27.06 million, including $12.54 million in grant funding, mainly for road infrastructure projects, and $14.52 million from developer contributions for related capital initiatives.

As at 31 October 2025, $0.68 million in non-operating grants, subsidies, and contributions had been recognised, compared with a year-to-date budget of $0.71 million. This reflects the ongoing realignment of budgeted cashflows with actual funding recognition.

Financial Reserves

A detailed schedule of the City's financial reserves is provided in the financial report, showing a balance of $227.61 million held at the end of October.

Of the total amount, $193.26 million is allocated to general revenue reserves, while $34.35 million is designated for specific purposes.

This includes $21.74 million for Developer Contribution Plans (DCPs) and $6.16 million for Public Open Space (POS) cash-in-lieu contributions.

Transfers to and from reserves are made in accordance with budgetary and statutory requirements.

Cash and Financial Assets

As of 31 October 2025, the City reported cash and financial assets amounting to $323.41 million, representing a $11.91 million increase from September.

This balance comprises financial assets (term deposits and investments) of $308.24 million, and cash and cash equivalents (bank and call deposits) of $15.17 million.

Of this balance, $228.73 million (70.7%) is internally or externally restricted, primarily representing cash-backed reserves, while $94.68 million (29.3%) remains unrestricted and available to support municipal operations and capital funding requirements.

Investment Performance, Ratings and Maturity

Despite the RBA holding its cash rate steady during the month, the City's term deposit portfolio recorded a slight decline in its running yield as at 31 October, easing to 4.55% from 4.62% in September.

This softening reflects both the immediate impact of recent rate cuts and growing market expectations of further monetary easing before the end of the financial year.

Nevertheless, portfolio returns continue to comfortably outperform the City's KPI benchmark of 4.10% (comprising the base rate of 3.60% plus a 0.50% performance margin).

New investments placed during the month achieved rates marginally above the previous month's average, ranging between 4.03% and 4.24%.

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 $2.31 million and market value of $1.49 million, although the City currently carries them at a book value of $0.74 million (net of a $1.58 million impairment provision made several years ago).

The City continues receiving interest and capital payments, with $0.69 million returned to date of the original $3.0 million invested.

The City's investments were held with the following financial institutions as of 31 October (inclusive of accrued interest):

Issuer	Market Value	% Total Value
AMP Bank Ltd	3,570,378.87	1.13%
Australian Military Bank Limited	3,045,391.23	0.97%
Auswide Bank Limited	3,117,986.31	0.99%
Bank of Queensland Ltd	5,624,073.95	1.79%
Commonwealth Bank of Australia Ltd	2,516,487.68	0.80%
Credit Union Australia Ltd t/as Great Southern Bank	10,200,769.60	3.24%
Defence Bank Ltd	8,142,219.16	2.58%
Emerald Reverse Mortgage Trust	1,486,207.48	0.47%
ING Bank Australia Limited	78,521,438.11	24.93%
Judo Bank	14,262,841.09	4.53%
National Australia Bank Ltd	75,134,679.58	23.85%
Rabobank Australia Ltd	101,237,859.77	32.14%
Suncorp Bank (Norfina Ltd) - Subsidiary of ANZ	3,071,768.22	0.98%
Westpac Banking Corporation Ltd	5,051,982.20	1.60%
Portfolio Total	314,984,083.24	100.00%

The City's short-term deposits (less than 12 months) made up 56.31% ($177.37 million) of the City's portfolio, compared 55.92% ($169.12 million) last month.

These were classified under the following credit ratings:

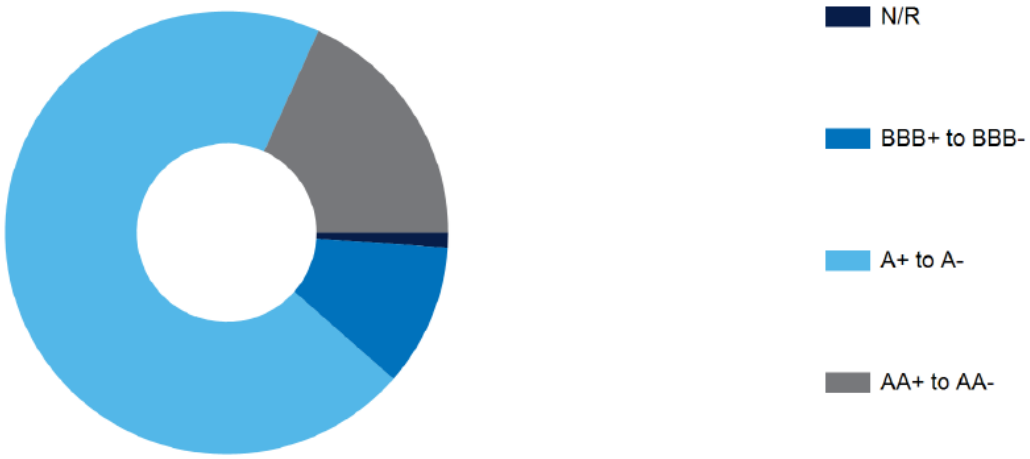
Market Value by Security Rating Group (Short Term)



Deposits invested between 1 and 3 years made up 43.69% ($137.61 million) of the City's portfolio, compared to 44.08% ($133.34 million) last month.

These were classified under following credit ratings:

Market Value by Security Rating Group (Long Term)



Investment in Fossil Fuel Free Banks

As at the end of October, the City allocated $52.3 million, up from $50.3 million in the previous month, representing 16.9% of its total investment portfolio to banks that do not fund fossil fuel-related industries.

This reflects a stable proportional allocation compared to the prior month.

The proportion of fossil fuel-free investments is subject to periodic fluctuations, driven by the competitiveness of deposit rates and the capacity of these institutions to accept additional funds.

Nonetheless, the City remains firmly committed to prioritising such investments, provided they continue to offer rates that are competitive with other financial institutions.

Rates Debt Recovery

For 2025-26, the total collectible rates and charges - which include net arrears, annual levies, and part-year rating - are $167.80 million.

As of 31 October, the City had collected $102.95 million, representing 61.35% of the total. This leaves an outstanding balance of $64.85 million (38.65%). After excluding deferred rates of $1.17 million, the remaining collectible balance stands at $63.68 million (37.95%).

The City received $0.86 million in rate prepayments for next year. A further $0.23 million in underground power charges was collected during year three of the ten-year plan.

Overdue rates and charges subject to debt recovery or imminent legal action increased to 115 properties, totalling $0.98 million, compared with 35 properties and $0.26 million last month. Formal proceedings commence where ratepayers have unpaid rates and have neither arranged instalments or alternative payments nor requested relief under the City’s Financial Hardship Policy.

Trade and Sundry Debtors

Outstanding trade and sundry debtors totalled $3.10 million at the end of October, an increase from $1.98 million in the previous month. The increase is mostly attributable to the issuance of a large invoice relating to grant funding for infrastructure works and quarterly lease fees.

The value of debts overdue by more than 90 days remained steady at $0.11 million, unchanged from the previous month. However, their proportion of total outstanding debt declined to 3.45%, down from 5.58%, reflecting an overall increase in total debtor balances rather than an improvement in debt collection performance. This variation is primarily due to timing differences in invoicing and payments.

Debts exceeding 90 days include $47k from Naval Base shacks and $17k from landfill customers, both of which are subject to active management and follow-up.

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

Following recent Council decisions, the FY2025-26 budget surplus has been updated from $300,000 to $344,312, reflecting an overall increase of $34,312. Additional information is available in Note 8 of the financial report.

Legal Implication/s

N/A

Community Consultation

N/A

Risk Management Implications

Council reviews its budget monthly to monitor revenue, expenses, and financial status, ensuring timely identification of 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 October 2025

LOCAL GOVERNMENT ACT 1995
LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996

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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2025

SUMMARY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$2.47 M	$2.47 M	$10.74 M	$8.27 M
Closing	$0.34 M	$110.52 M	$131.31 M	$20.79 M

Refer to Statement of Financial Activity

Cash and financial assets

	$323.41 M	% of total
Unrestricted Cash	$94.68 M	29.3%
Restricted Cash	$228.73 M	70.7%

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)
$43.11 M	$110.33 M	$123.31 M	$12.97 M

Refer to Statement of Financial Activity

Employee Cost

YTD Actual	($25.39 M)	% Variance
YTD Budget	($26.29 M)	(3.4%)

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$141.21 M	% Variance
YTD Budget	$140.51 M	0.0%

Refer to Statement of Financial Activity

Fees and Charges

YTD Actual	$15.84 M	% Variance
YTD Budget	$17.03 M	(7.0%)

Refer to Statement of Financial Activity

Materials & Contracts

YTD Actual	($15.38 M)	% Variance
YTD Budget	($19.82 M)	(22.4%)

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)
($49.70 M)	($6.74 M)	($6.92 M)	($0.18 M)

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.63 M	%
Amended Budget	$1.82 M	34.7%

Refer to Note 3 - Disposal of Assets

Asset Acquisition

YTD Actual	$8.23 M	% Spent
Amended Budget	$78.58 M	10.5%

Refer to Note 4 - Capital Acquisition

Capital Grants

YTD Actual	($0.60 M)	% Received
Amended Budget	($24.25 M)	2.5%

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)
$4.46 M	$4.46 M	$4.19 M	($0.27 M)

Refer to Statement of Financial Activity

Borrowings

Principal repayments	$0.00 M
Interest expense	$0.01 M
Principal due	$2.50 M

Refer to Note 5 - Borrowings

Reserves

Reserves balance	$227.62 M
Interest earned	$0.32 M

Refer to Note 6 - Cash Reserves

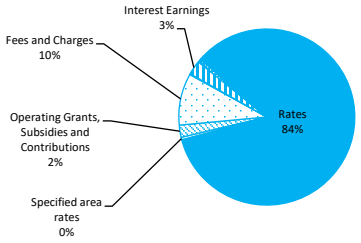
This information is to be read in conjunction with the accompanying Financial Statements and notes.

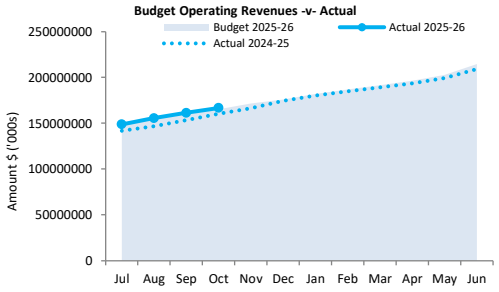
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2025

SUMMARY INFORMATION - GRAPHS

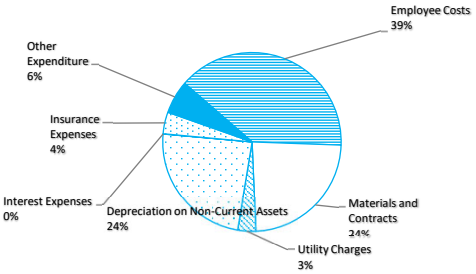
OPERATING ACTIVITIES

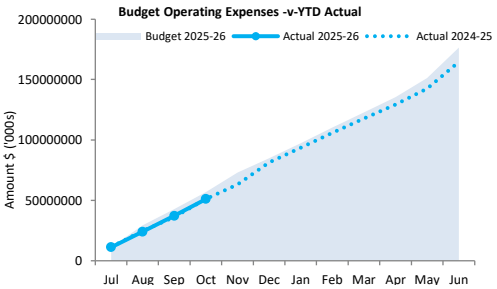
OPERATING REVENUE





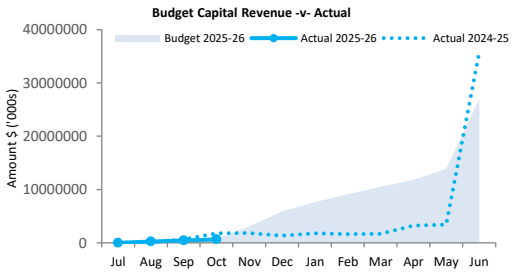
OPERATING EXPENSES



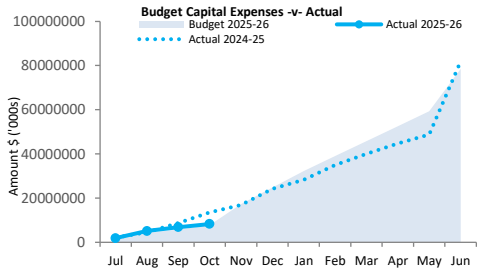


INVESTING ACTIVITIES

CAPITAL REVENUE

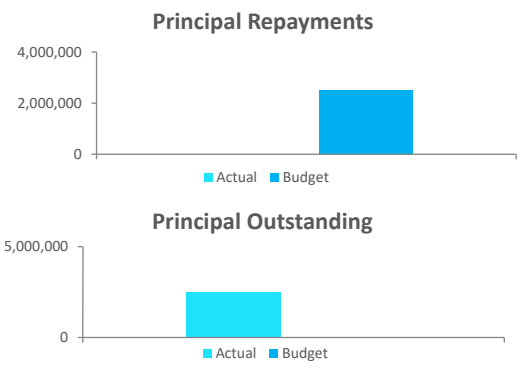


CAPITAL EXPENSES

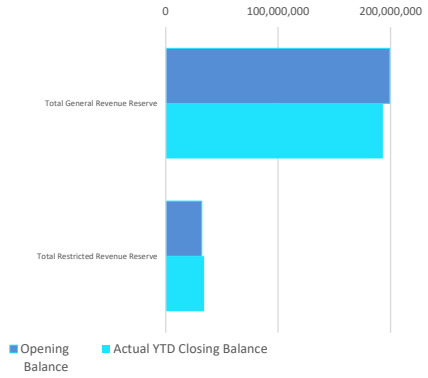


FINANCING ACTIVITIES

BORROWINGS



RESERVES



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

STATEMENT OF COMPREHENSIVE INCOME
FOR THE PERIOD ENDED 31 OCTOBER 2025

	2025/26 YTD Actual	2025/26 Amended Budget	2025/26 Adopted Budget
Revenue	**$**	**$**	**$**
Rates	**141,214,171**	141,460,000	141,460,000
Grants, subsidies and contributions	**3,727,957**	16,000,064	15,884,335
Fees and charges	**15,841,192**	43,848,335	43,832,904
Service charges	**223,326**	200,000	200,000
Interest revenue	**4,367,228**	13,135,800	13,135,800
	165,373,874	**214,644,199**	**214,513,039**
Expenses			
Employee costs	**(25,393,719)**	(85,502,027)	(85,494,535)
Materials and contracts	**(15,377,580)**	(61,360,408)	(59,467,942)
Utility charges	**(2,110,875)**	(6,768,187)	(6,768,187)
Depreciation	**(15,431,747)**	(47,678,961)	(47,678,961)
Finance costs	**(12,921)**	(170,229)	(170,229)
Insurance	**(2,564,945)**	(2,804,500)	(2,804,500)
Other expenditure	**(3,881,052)**	(14,926,773)	(14,916,773)
	(64,772,839)	**(219,211,085)**	**(217,301,127)**
Net operating result	**100,601,035**	**(4,566,886)**	**(2,788,088)**
Capital grants, subsidies and contributions	**675,205**	27,064,183	24,687,971
Profit/(loss) on disposal of assets	**630,170**	1,020,282	696,173
	1,305,375	**28,084,465**	**25,384,144**
Net result for the period	**101,906,410**	**23,517,579**	**22,596,056**
Other comprehensive income for the period			
Items that will not be reclassified subsequently to profit or loss			
Changes in asset revaluation surplus	**0**	0	0
Share of comprehensive income of associates accounted for using the equity method	**0**	0	0
Total other comprehensive income for the period	**0**	**0**	**0**
Total comprehensive income for the period	**101,906,410**	**23,517,579**	**22,596,056**

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

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)	2,466,697	2,466,697	**10,735,350**	8,268,653	335.21%	▲
Revenue from operating activities							
Rates		140,800,000	139,875,300	**140,532,911**	657,611	0.47%	▲
Specified area rates		660,000	637,780	**681,260**	43,480	6.82%	
Operating grants, subsidies and contributions		16,000,064	3,695,830	**3,727,957**	32,127	0.87%	
Fees and charges		43,848,335	17,033,627	**15,841,192**	(1,192,435)	(7.00%)	▼
Service charges		200,000	0	**223,326**	223,326	0.00%	
Interest earnings		13,135,800	3,953,755	**4,367,228**	413,473	10.46%	▲
Other revenue		0	0	**975,000**	975,000	0.00%	
		214,644,199	**165,196,292**	**166,348,874**	1,152,582	0.70%	
Expenditure from operating activities							
Employee costs		(85,502,027)	(26,286,581)	**(25,393,719)**	892,862	3.40%	▲
Materials and contracts		(61,360,408)	(19,815,057)	**(15,377,580)**	4,437,477	22.39%	▲
Utility charges		(6,768,187)	(1,625,441)	**(2,110,875)**	(485,434)	(29.86%)	▼
Depreciation on non-current assets		(47,678,961)	(15,431,747)	**(15,431,747)**	0	0.00%	
Interest expenses		(170,229)	(52)	**(12,921)**	(12,869)	(24748.08%)	
Insurance expenses		(2,804,500)	(2,432,163)	**(2,564,945)**	(132,782)	(5.46%)	
Other expenditure		(14,926,773)	(5,132,721)	**(3,881,052)**	1,251,669	24.39%	▲
		(219,211,085)	**(70,723,762)**	**(64,772,839)**	5,950,923	8.41%	
Non-cash amounts excluded from operating activities	1(a)	47,678,961	15,862,272	**21,731,182**	5,868,910	37.00%	▲
Amount attributable to operating activities		**43,112,075**	**110,334,802**	**123,307,217**	12,972,415		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		27,064,183	710,194	**675,205**	(34,989)	(4.93%)	
Proceeds from disposal of assets	3	1,817,046	265,909	**630,170**	364,261	136.99%	▲
Payments for property, plant and equipment and infrastructure	4	(78,578,727)	(7,720,314)	**(8,229,467)**	(509,153)	(6.59%)	▼
Amount attributable to investing activities		**(49,697,498)**	**(6,744,211)**	**(6,924,092)**	(179,881)		
Financing Activities							
Transfer from reserves	6	56,339,462	56,339,462	**11,157,053**	(45,182,410)	(80.20%)	▼
Repayment of debentures	5	(2,500,000)	(2,500,000)	**0**	2,500,000	100.00%	▲
Transfer to reserves	6	(49,376,425)	(49,376,425)	**(6,966,742)**	42,409,683	85.89%	▲
Amount attributable to financing activities		**4,463,037**	**4,463,037**	**4,190,311**	(272,727)		
Closing funding surplus / (deficit)	1(c)	**344,312**	**110,520,325**	**131,308,785**	20,788,460		

KEY INFORMATION

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 31 OCTOBER 2025

NATURE OR TYPE DESCRIPTIONS

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.

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 OCTOBER 2025

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)	2,466,697	2,466,697	**10,735,350**	8,268,653	335.21%	▲
Revenue from operating activities							
Office of the CEO		0	0	**976,232**	976,232	0.00%	
Legal and Compliance		1,200	400	**14,533**	14,133	3533.25%	
Finance		161,284,020	144,735,088	**146,763,895**	2,028,807	1.40%	▲
Library & Cultural Services		257,311	45,078	**70,055**	24,977	55.41%	
Recreation Infrastructure & Services		17,516,049	5,611,934	**6,090,529**	478,595	8.53%	▲
Community Development & Services		8,444,361	3,095,576	**1,885,596**	(1,209,980)	(39.09%)	▼
Community Safety & Ranger Services		1,385,219	416,659	**421,539**	4,880	1.17%	
Development and Compliance		3,340,783	1,518,700	**1,931,623**	412,923	27.19%	▲
Planning		484,898	98,667	**3,000**	(95,667)	(96.96%)	
Sustainability & Environment		568,558	301,620	**280,536**	(21,084)	(6.99%)	
Operations & Maintenance		16,700,562	7,179,600	**6,137,145**	(1,042,455)	(14.52%)	▼
Projects		42,409	42,409	**1,523**	(40,886)	(96.41%)	
Property & Assets		4,518,830	2,105,505	**1,528,774**	(576,731)	(27.39%)	▼
Business and Economic Development		0	0	**5,565**	5,565	0.00%	
People Culture and Safety		100,000	45,055	**238,330**	193,275	428.98%	
		214,644,200	**165,196,291**	**166,348,875**	1,152,584		
Expenditure from operating activities							
Office of the CEO		(3,832,194)	(1,131,870)	**(716,380)**	415,490	36.71%	▲
Strategy & Integrated Planning		(392,946)	(122,932)	**(215,397)**	(92,465)	(75.22%)	
Legal and Compliance		(2,896,958)	(715,004)	**(758,438)**	(43,434)	(6.07%)	
Finance		(7,529,747)	(3,745,036)	**(4,406,417)**	(661,381)	(17.66%)	▼
Information & Technology		(12,960,805)	(6,385,144)	**(4,510,821)**	1,874,323	29.35%	▲
Procurement		(1,215,832)	(383,829)	**(341,557)**	42,272	11.01%	
Library & Cultural Services		(8,929,479)	(2,635,502)	**(2,427,108)**	208,394	7.91%	
Recreation Infrastructure & Services		(20,245,531)	(6,809,831)	**(5,674,325)**	1,135,506	16.67%	▲
Community Development & Services		(14,131,550)	(4,538,377)	**(3,586,301)**	952,076	20.98%	▲
Community Safety & Ranger Services		(7,150,471)	(2,030,450)	**(1,907,823)**	122,627	6.04%	
Development and Compliance		(7,672,761)	(2,186,004)	**(2,029,876)**	156,128	7.14%	
Planning		(4,156,437)	(1,190,723)	**(1,196,948)**	(6,225)	(0.52%)	
Sustainability & Environment		(4,963,115)	(1,507,219)	**(911,216)**	596,003	39.54%	▲
Operations & Maintenance		(98,802,006)	(30,550,323)	**(29,260,708)**	1,289,615	4.22%	▲
Projects		(1,484,405)	(543,414)	**(128,294)**	415,120	76.39%	▲
Property & Assets		(13,985,685)	(3,239,240)	**(4,231,290)**	(992,050)	(30.63%)	▼
Advocacy and Engagement		(1,367,635)	(499,413)	**(296,260)**	203,153	40.68%	
Communications and Marketing		(1,812,557)	(574,343)	**(519,400)**	54,943	9.57%	
Customer Experience		(1,401,676)	(426,356)	**(422,865)**	3,491	0.82%	
Business and Economic Development		(1,374,089)	(350,334)	**(309,628)**	40,706	11.62%	
People Culture and Safety		(5,460,814)	(1,796,402)	**(1,667,679)**	128,723	7.17%	
Internal Recharging		2,555,606	637,984	**745,892**	107,908	(16.91%)	
		(219,211,087)	**(70,723,762)**	**(64,772,839)**	5,950,923		
Non-cash amounts excluded from operating activities	1(a)	47,678,961	15,862,272	**21,731,182**	5,868,910	37.00%	▲
Amount attributable to operating activities		**43,112,074**	**110,334,801**	**123,307,218**	12,972,417		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions		27,064,183	710,194	**675,205**	(34,989)	(4.93%)	
Proceeds from disposal of assets	3	1,817,046	265,909	**630,170**	364,261	136.99%	▲
Payments for property, plant and equipment and infrastructure	4	(78,578,727)	(7,720,314)	**(8,229,467)**	(509,153)	(6.59%)	▼
Amount attributable to investing activities		**(49,697,498)**	**(6,744,211)**	**(6,924,092)**	(179,881)		
Financing Activities							
Transfer from reserves	6	56,339,462	56,339,462	**11,157,053**	(45,182,410)	(80.20%)	▼
Payments for principal portion of lease liabilities		0	0	**0**	0	0.00%	
Repayment of debentures	5	(2,500,000)	(2,500,000)	**0**	2,500,000	100.00%	▲
Transfer to reserves	6	(49,376,425)	(49,376,425)	**(6,966,742)**	42,409,683	85.89%	▲
Amount attributable to financing activities		**4,463,037**	**4,463,037**	**4,190,311**	(272,727)		
Closing funding surplus / (deficit)	1(c)	**344,312**	**110,520,325**	**131,308,785**	20,788,462		

KEY INFORMATION

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

#REF!

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2025

STATEMENT OF FINANCIAL POSITION

	Year to Date 31 October 2025	Last Year Closing 30 June 2025
	$	$
Current Assets		
Cash and cash equivalents	15,168,683	17,004,553
Financial assets	174,500,000	143,000,000
Trade and other receivables	75,703,106	18,707,162
Inventories	18,649	31,283
Total Current Assets	265,390,438	178,742,998
Non-Current Assets		
Trade and other receivables	4,716,098	4,734,842
Other financial assets	133,898,514	100,898,787
Property, plant and equipment	421,117,046	420,069,827
Infrastructure	1,251,714,255	1,259,963,754
Total Non-Current Assets	1,811,445,913	1,785,667,210
Total Assets	2,076,836,351	1,964,410,208
Current Liabilities		
Trade and other payables	24,772,268	21,715,040
Other liabilities	2,393,269	2,583,223
Lease liabilities	634,094	634,094
Borrowings	2,500,000	2,500,000
Employee related provisions	10,531,458	10,184,509
Total Current Liabilities	40,831,089	37,616,866
Non-Current Liabilities		
Other liabilities	24,249,260	18,068,827
Borrowings	0	0
Employee related provisions	1,921,129	1,771,051
Other provisions	43,117,533	43,117,533
Total Non-Current Liabilities	69,287,922	62,957,411
Total Liabilities	110,119,011	100,574,277
Net Assets	1,966,717,340	1,863,835,931
Equity		
Retained surplus	755,706,601	648,263,778
Reserve accounts	227,617,383	232,178,796
Revaluation surplus	983,393,355	983,393,355
Total Equity	1,966,717,340	1,863,835,931

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 31 OCTOBER 2025

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 October 2025

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 OCTOBER 2025

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.

Non-cash and non-current items excluded from operating activities	Notes	Amended Budget	YTD Budget (a)	YTD Actual (b)
		$	$	$
Adjustments to operating activities				
Less: (Profit)/loss on asset disposals		0	(823,294)	0
Less: Movement in liabilities associated with restricted cash			1,459,933	6,130,613
Add: Movement in Pensioner Rates & ESL (non-current)		0	60,997	18,744
Movement in employee benefit provisions (non-current)		0	119,046	150,078
Add: Depreciation on assets		47,678,961	15,045,590	15,431,747
Total non-cash items excluded from operating activities		**47,678,961**	**15,862,272**	**21,731,182**

(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 2025	This Time Last Year 31 October 2024	Year to Date 31 October 2025
Adjustments to net current assets				
Less: Reserves - restricted cash	6	(231,807,695)	(212,002,965)	(227,617,383)
Less: Bonds & deposits		(2,456,724)	(4,415,968)	(2,506,544)
Add: Borrowings	5	2,500,000	2,500,000	2,500,000
Add: Lease liabilities		634,094	89,654	634,094
Add: Financial assets at amortised cost - non-current	2	100,739,548	142,257,763	133,739,275
Total adjustments to net current assets		**(130,390,777)**	**(71,571,516)**	**(93,250,558)**
Cash and cash equivalents	2	17,004,553	15,906,226	15,168,683
Financial assets at amortised cost	2	143,000,000	142,000,000	174,500,000
Rates receivables		2,029,658	61,679,197	62,856,073
Receivables		12,766,317	13,934,353	9,871,576
Other current assets		3,942,470	2,565,074	2,994,106
Less: Current liabilities				
Payables		(21,715,040)	(21,109,278)	(24,772,268)
Borrowings	5	(2,500,000)	(2,500,000)	(2,500,000)
Contract liabilities	7	(2,583,223)	(5,909,542)	(2,393,269)
Lease liabilities		(634,094)	(89,654)	(634,094)
Provisions	7	(10,184,509)	(10,316,795)	(10,531,458)
Less: Total adjustments to net current assets	1(b)	(130,390,777)	(71,571,516)	(93,250,558)
Closing funding surplus / (deficit)		**10,735,350**	**124,588,058**	**131,308,785**

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 OCTOBER 2025

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	5,145,383	0	5,145,383	NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	23,300	0	23,300	
Term deposits - current	Cash and cash equivalents	10,000,000	0	10,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	5,500,000	5,500,000	BANK OF QUEENSLAND
Term deposits - current	Financial assets at amortised cost	0	2,500,000	2,500,000	COMMONWEALTH BANK
Term deposits - current	Financial assets at amortised cost	30,011,513	488,487	30,500,000	ING BANK
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000	AUSWIDE BANK
Term deposits - current	Financial assets at amortised cost	0	5,000,000	5,000,000	WESTPAC
Term deposits - current	Financial assets at amortised cost	49,500,000	0	49,500,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000	SUNCORP
Term deposits - current	Financial assets at amortised cost	0	4,000,000	4,000,000	CREDIT UNION AUSTRALIA
Term deposits - current	Financial assets at amortised cost	0	11,000,000	11,000,000	JUDO BANK
Term deposits - current	Financial assets at amortised cost	0	3,500,000	3,500,000	AMP
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000	DEFENCE BANK
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000	AMB
Term deposits - current	Financial assets at amortised cost	0	51,000,000	51,000,000	RABOBANK
Other investment - non current	Financial assets at amortised cost	0	739,275	739,275	BARCLAYS BANK
Other investment - non current	Financial assets at amortised cost	0	5,000,000	5,000,000	DEFENCE BANK
Other investment - non current	Financial assets at amortised cost	0	3,000,000	3,000,000	JUDO BANK
Other investment - non current	Financial assets at amortised cost	0	25,000,000	25,000,000	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	48,000,000	48,000,000	RABOBANK
Other investment - non current	Financial assets at amortised cost	0	46,000,000	46,000,000	ING BANK
Total		**94,680,197**	**228,727,761**	**323,407,958**	

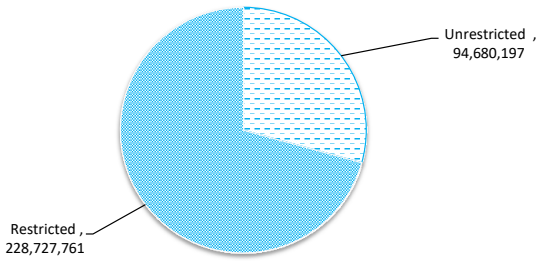
Comprising	Unrestricted	Restricted	Total Cash
	$	$	$
Cash and cash equivalents	15,168,683	0	15,168,683
Financial assets at amortised cost	79,511,514	228,727,761	308,239,275
	94,680,197	**228,727,761**	**323,407,958**

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.

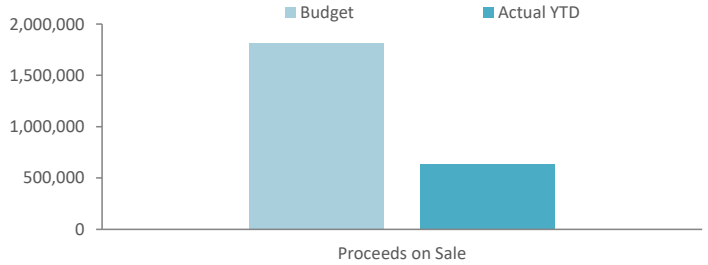
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES
NOTE 3
DISPOSAL OF ASSETS

		Budget				YTD Actual			
Asset Ref.	Asset description	Net Book Value	Proceeds	Profit	(Loss)	Net Book Value	Proceeds	Profit	(Loss)
		$	$	$	$	$	$	$	$
	Plant and Machinery								
		796,764	1,817,046	1,020,282	0	0	630,170	630,170	0
	Freehold Land								
	Lot 100 32 Plantagenet, Hamilton Hill	0	0	0	0	0	0	0	0
	Lot 303 Wattleup Road, Hammond Park		0	0	0		0	0	0
		796,764	**1,817,046**	**1,020,282**	**0**	**0**	**630,170**	**630,170**	**0**



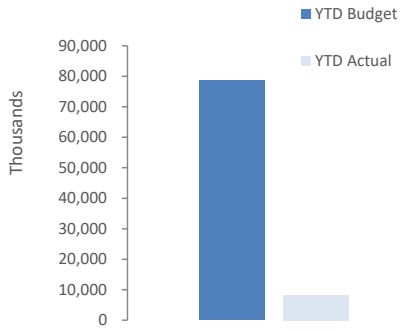
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

INVESTING ACTIVITIES
NOTE 4
CAPITAL ACQUISITIONS

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	$	$	$	$
Land	11,400,000	0	0	0
Buildings	19,110,626	2,022,805	2,154,083	131,278
Furniture and equipment	407,297	352,296	327,377	(24,919)
Plant and equipment	10,660,710	1,749,293	1,814,581	65,288
Infrastructure - roads	18,548,382	1,361,184	1,383,859	22,676
Infrastructure - drainage	2,993,240	701,802	725,417	23,615
Infrastructure - footpath	2,615,023	415,817	471,555	55,738
Infrastructure - parks hard	8,159,460	483,061	660,064	177,003
Infrastructure - parks landscaping	2,514,640	23,453	23,453	0
Infrastructure - landfill site	1,512,348	168,613	185,746	17,134
Infrastructure - marina	257,000	41,991	41,991	0
Infrastructure - coastal	400,000	400,000	441,341	41,341
Payments for Capital Acquisitions	**78,578,727**	**7,720,314**	**8,229,467**	**509,153**
Total Capital Acquisitions	**78,578,727**	**7,720,314**	**8,229,467**	**509,153**
Capital Acquisitions Funded By:				
	$	$	$	$
Capital grants and contributions	**(24,254,839)**	**(752,603)**	**(603,648)**	148,955
Proceeds from disposal of assets	**(1,817,046)**	**(265,909)**	**(630,170)**	(364,261)
Cash backed reserves				
Open Space Infrastructure	**(10,864,479)**	**(407,784)**	**(446,287)**	(38,503)
Plant & Equipment	**(8,240,020)**	**(1,445,249)**	**(996,715)**	448,533
Technology	**(138,644)**	**0**	**0**	0
Building Infrastructure	**(14,514,227)**	**(1,947,751)**	**(2,161,191)**	(213,440)
Commercial Landfill	**(1,512,348)**	**(168,613)**	**(172,896)**	(4,283)
Roads Infrastructure	**(12,960,611)**	**(2,069,384)**	**(2,090,170)**	(20,785)
Climate Change Mitigation	**(261,170)**	**0**	**0**	0
Port Coogee Special Maintenance SAR	**(133,333)**	**(133,333)**	**(133,333)**	0
Project Contingency	**(2,908,342)**	**(100,962)**	**(353,857)**	(252,895)
Port Coogee Marina	**(257,000)**	**(41,991)**	**(41,991)**	0
Port Coogee Waterways WEMP	**(266,667)**	**(266,667)**	**(266,667)**	0
Contribution - operations	**0**	**(120,069)**	**(332,542)**	(212,474)
Capital funding total	**(78,578,727)**	**(7,720,314)**	**(8,229,467)**	**(509,153)**

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 OCTOBER 2025

FINANCING ACTIVITIES
NOTE 5
BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Loan No.**	**1 July 2025**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	$	$	$	$	$	$	$	$
Recreation and culture										
To assist fund the Cockburn Central West development	8	2,500,000	0	0	0	2,500,000	2,500,000	0	12,921	350,000
C/Fwd Balance		2,500,000	0	0	0	2,500,000	2,500,000	0	12,921	350,000
Total		2,500,000	0	0	0	2,500,000	2,500,000	0	12,921	350,000
Current borrowings		2,500,000					2,500,000			
Non-current borrowings		0					0			
		2,500,000					2,500,000			

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 OCTOBER 2025

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
	$	$	$	$	$	$	$	$	$
General Revenue									
Open Space Infrastructure	5,571,044	0	0	7,500,000	477,435	(10,884,479)	(467,527)	550,679	5,580,951
Plant & Equipment	9,831,552	0	0	4,000,000	17,266	(8,240,020)	(1,013,982)	4,822,456	8,834,836
Technology	5,102,501	0	0	500,000	0	(1,068,644)	(76,351)	3,625,870	5,026,150
Building Infrastructure	80,637,329	0	0	13,500,000	0	(14,670,625)	(2,180,046)	75,136,176	78,457,284
Commercial Landfill	32,506,773	0	0	4,100,000	0	(2,082,348)	(176,343)	34,703,899	32,330,430
Land Management	3,462,511	0	0	1,944,332	0	0	0	5,386,246	3,462,511
Roads Infrastructure	26,711,431	0	0	12,500,000	0	(12,960,611)	(2,090,170)	26,233,641	24,621,261
Naval Base Shacks	1,528,049	0	0	30,000	0	0	0	1,521,186	1,528,049
Risk	1,880,171	0	0	250,000	0	0	0	2,130,171	1,880,171
Climate Change Mitigation	2,577,608	0	0	500,000	0	(261,170)	0	2,570,268	2,577,608
Waste Management	11,793,639	0	0	2,000,000	0	(450,000)	0	13,375,438	11,793,639
Project Contingency	14,954,238	0	0	1,392,093	0	(4,472,860)	(649,291)	11,919,233	14,304,947
Port Coogee Marina	2,907,822	0	0	500,000	0	(257,000)	(41,991)	2,893,822	2,865,831
Total General Revenue Reserve	**199,464,669**	**0**	**0**	**48,716,425**	**494,701**	**(55,347,757)**	**(6,695,699)**	**184,869,085**	**193,263,671**
Restricted Revenue									
Port Coogee Waterways WEMP	726,879	0	8,908	0	0	(566,667)	(266,667)	333,333	469,120
Port Coogee Special Maintenance SAR	2,421,264	0	29,352	460,000	0	(383,255)	(276,005)	2,576,745	2,174,611
Port Coogee Waterways SAR	579,676	0	8,230	125,000	124,357	0	0	695,000	712,264
Naval Base Shack Removal	1,031,930	0	12,632	0	0	0	0	993,077	1,044,563
Cockburn Coast SAR	171,877	0	2,804	75,000	77,389	(41,784)	(15,805)	233,216	236,265
POS Cash in Lieu	6,087,941	0	74,664	0	0	0	0	5,649,812	6,162,606
Developer Contribution Plans - Various	15,612,103	0	183,349	0	5,950,354	0	(3,090)	12,865,594	21,742,716
Restricted Funding	5,711,356	0	0	0	0	0	(3,899,786)	7,792,175	1,811,570
Total Restricted Revenue Reserve	**32,343,026**	**0**	**319,940**	**660,000**	**6,152,101**	**(991,706)**	**(4,461,353)**	**31,138,952**	**34,353,714**
Total Cash Reserve	**231,807,695**	**0**	**319,940**	**49,376,425**	**6,646,802**	**(56,339,462)**	**(11,157,053)**	**216,008,038**	**227,617,385**

KEY INFORMATION

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 31 OCTOBER 2025

OPERATING ACTIVITIES
NOTE 7
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2025	Liability Increase	Liability Reduction	Closing Balance 31 October 2025
		$	$	$	$
Contract liabilities					
Unspent grants, contributions and reimbursements - non-operating		2,583,223	980,084	(1,170,038)	2,393,269
Total unspent grants, contributions and reimbursements		2,583,223	980,084	(1,170,038)	2,393,269
Provisions					
Annual leave		4,919,482	25,740,641	(25,393,692)	5,266,431
Long service leave		5,265,027	0	0	5,265,027
Total Provisions		10,184,509	25,740,641	(25,393,692)	10,531,458
Total other current liabilities		**12,767,732**	**26,720,725**	**(26,563,730)**	**12,924,727**

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 OCTOBER 2025

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						300,000
Various	Expenditure Review Committee July 2025		Operating Expenses			(7,800)	292,200
GL 960	Adjustment CF opening balance	OCM 14 Oct 2025	Opening Surplus(Deficit)		74,604		366,804
OP 4888	Project plan has been deferred in line with 10 yr plan	OCM 14 Oct 2025	Operating Expenses		100,000		466,804
OP 4886	Project plan has been deferred in line with 10 yr plan	OCM 14 Oct 2025	Operating Expenses		50,000		516,804
OP 6011	Emergency works required to increase stormwater capacity	OCM 14 Oct 2025	Operating Expenses			(20,000)	496,804
OP 9768	5yr asset revaluation for land, building, waste & marina as per regulation	OCM 14 Oct 2025	Operating Expenses			(50,000)	446,804
GL 740	Engagement of transport/parking consultant	OCM 11 Nov 2025	Operating Expenses			(50,000)	396,804
GL 137	External recruitment cost	OCM 11 Nov 2025	Operating Expenses			(7,492)	389,312
OP 6285	Assist in replacment of damaged or missing signages	OCM 11 Nov 2025	Operating Expenses			(10,000)	379,312
OP 5997	Cover cleaning and maintenance for the new toilet	OCM 11 Nov 2025	Operating Expenses			(35,000)	344,312
				0	**224,604**	**(180,292)**	

14.3 Infrastructure Services

14.3.1 RFT28/2025 - Construction Services - Blackspot Intersection Upgrade - Project Site 1 (Carrington Street & Forrest Road)

Executive	Director Infrastructure Services
Author	Group Manager Assets and Projects
Attachments	1. Evaluation Summary **(Confidential)**

RECOMMENDATION
That Council:

(1) Subject to 100% funding approval by the Australian Government Blackspot Program, PROCEEDS with the Carrington Street and Forrest Road Blackspot Intersection Upgrade Project in accordance with the submitted variance request to adjust the cost and timeframe for delivery:

1. AWARDS the tender submitted by WCP Civil Pty Ltd, for RFT28/2025 Construction Services - Blackspot Intersection Upgrade - Project Site 1 (Carrington Street and Forrest Road) Hamilton Hill for a total contract sum of $1,169,467 (Ex GST). The Contract shall be in force for a period of sixteen (16) weeks from the date of award; in accordance with the submitted Schedule of Rates; and the additional schedule of rates for determining variations and/or additional services;
2. ADJUSTS the Budget accordingly to reflect the increased revenue and expenditure projected for the project following the decision of the Australian Government Blackspot Program; and
3. AMENDS the Corporate Business Plan Key Performance Indicators in accordance with the determination of the Australian Government Blackspot Program; and

(2) Should the funding request be rejected by the Australian Government Blackspot Program, CANCELS the Carrington Street and Forrest Road Blackspot Intersection Upgrade Project;

1. AMENDS the Corporate Business Plan Key Performance Indicators in accordance with the determination of the Australian Government Blackspot Program.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

Blackspot Project

Currently approved as a Federal Blackspot project site, the City have developed a proposed treatment which has met all requirements of Main Roads Western Australia to modify the intersection and address road safety issues present.

The project was initially approved for the amount of $1,268,800 in the 23/24 Financial Year. Additional funding has been requested from the Australian Government Blackspot program to fund the delivery of the project with the anticipated cost at completion being $1,490,000 reflecting project development costs to date as well as Contractors, Superintendent and City costs throughout the construction.

Tender Process

The City seeks the services of a suitably qualified, registered and experienced Construction Contractor to undertake civil works and traffic signal upgrade at the Intersection of Carrington Street and Forrest Road in Hamilton Hill, Western Australia.

The project objective is to upgrade the intersection to improve the safety of pedestrian and vehicle movements through constructing a raised intersection with amended traffic signalling and footpath networks, as per the tender drawings and specifications.

The proposed upgrade generally includes, but is not limited to the undertaking of demolition, trafficable pavement construction, kerbing, footpath, stormwater drainage, traffic signalling, protection and adjustment of existing services, reinstatement of crossovers and verges and associated works.

The contract is a lump sum contract and is not subject to adjustment for rise and fall in the cost of labour, materials and other costs and charges associated with carrying out the works under the Contract, unless otherwise specified in Section 4 of the Request for Tender. The lump sum tender price shall include all provisional sums and contingency.

The Contract is expected to commence in December 2025 with an estimated sixteen (16) week construction period from the date of contract award.

Tender Number RFT28/2025 Construction Services - Blackspot Intersection Upgrade - Project Site 1 (Carrington St & Forrest Rd) Hamilton Hill was advertised on Saturday, 9 August 2025 in the Local Government Tenders section of “The West Australian” newspaper. It was also displayed on the City’s website between Saturday, 9 August 2025 and 2:00pm (AWST) Thursday, 4 September 2025.

Submission

Tenders closed at 2:00pm (AWST) Thursday, 4 September 2025 and five (5) tender submissions were received from:

Tenderer's Name	Registered Entity Business Name
Civcon Civil & Project Management	CIVCON Civil & Project Management Pty Ltd
Dowsing Group	Dowsing Group Pty Ltd
Roadline Civil	Roadline Contracting Pty Ltd
Tracc Civil	Tracc Civil Pty Ltd
WCP Civil	WCP Civil Pty Ltd

Report

Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

Compliance Criteria	
(a)	Compliance with the Request Document
(b)	Compliance with the conditions of Responding and Tendering
(c)	Compliance with the General Conditions of Contract
(d)	Compliance with and completion of the Price Schedule in the format provided.
(e)	Completion of Qualitative Criteria
(f)	Compliance with ACCC Requirements and completion of Certificate of Warranty.

Compliance Tenderers

All five (5) tender submissions were deemed compliant by Procurement and forwarded for evaluation.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	15%
Tenderers Resources	10%
Methodology	20%
Sustainability	5%
Local / Regional	10%
Tendered Price	40%
TOTAL	**100%**

Tender Intent/ Requirements

The City seeks the services of a suitably qualified, registered and experienced Construction Contractor to undertake civil works and traffic signal upgrade. The Site location is the Intersection of Carrington Street and Forrest Road in Hamilton Hill, Western Australia.

Evaluation Panel

Tender submissions were evaluated by the following:

Name	**Position**
Sharif Malik	Project Manager
Robert McCaughan	Service Lead Projects
Colin Macmillan	Service Lead Civil Infrastructure
Daniel Arndt	Director Sustainable Development and Safety
Janelle Keene (Local)	Service Specialist – Tenders and Contracts
John Thornton (WHS)	Service Lead Work Health & Safety
Probity Role Only	
Stephen White	Tenders & Contracts Advisor

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
WCP Civil **	38.32%	40.00%	78.32%
CIVCON Civil & Project Management	40.05%	34.80%	74.85%
Tracc Civil	40.92%	28.93%	69.85%
Dowsing Group	37.40%	24.28%	61.68%
Roadline Contracting	29.65%	20.35%	50.00%

** Recommended Submission

Evaluation Criteria Assessment

Demonstrated Experience

Civcon Civil & Project Management (Civcon) and WCP Civil ranked the highest for this criterion by demonstrating to the evaluation panel a well-structured organisation with strong experience in projects of similar scope and scale. Tracc Civil and Dowsing Group also provided satisfactory responses indicating their capability to deliver the works.

Tenderers Resources

WCP Civil was the highest scoring submission for resources, providing significant detail in relation to its key personnel, management structure and plant and equipment availability. All tenderers scored satisfactory for this criterion.

Methodology

WCP Civil and Civcon provided a comprehensive and well-structured methodology for project delivery, demonstrating a clear, structured approach, with clear understanding of the project requirements, risk management and consideration for scheduling, resulting in the higher scores. Dowsing Group and Tracc Civil also provided a well-defined methodology.

Sustainability

All tenderer submissions demonstrated an extensive commitment to environmental sustainability, outlining a range of initiatives aimed at reducing environmental impact, plus social procurement benefits and equal opportunity strategies. All tenderer demonstrated they have or can provide an improved social and environment sustainability outcomes to the Principal.

Local / Regional

Tracc Civil was the only local business located within the City of Cockburn, with significant staff residing within City of Cockburn and Perth Southwest Metropolitan Alliance. Civcon, Dowsing, Roadline and WCP Civil's operations are outside the City of Cockburn and Perth Southwest Metropolitan Alliance.

Summation

The Evaluation Panel recommends that Council accept the submission by WCP Civil Pty Ltd, for RFT28/2025 Construction Services - Blackspot Intersection Upgrade - Project Site 1 (Carrington St & Forrest Rd) Hamilton Hill for a total contract sum of $1,169,467 (Ex GST) as being the most advantageous tenderer having satisfied all criteria in the evaluation process and demonstrated ability to undertake the services requested.

Recommendation is based on:

- The level of demonstrated experience in supplying similar contracts
- Adequate resources and experienced personnel to service the contract
- Sound technical grounds in accordance with the specification
- The best overall value for money and the most advantageous outcome for the City.

Strategic Plans/Policy Implications

City Growth and Moving Around
A growing City that is easy to move around and provides great places to live.
• An integrated, accessible and improved transport network.

Listening and Leading
A community focused, sustainable, accountable, and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

This project is funded 100% under the Australian Government Blackspot Program and is a current project in the capital works program.

A request for variation has been submitted to the funding program to adjust the project budget sufficiently to deliver these works.

In the event this project is not approved for additional funding it is recommended all offers be rejected and project delayed until such time as an agreeable funding outcome can be reached with the Blackspot Program.

It is important to acknowledge that with this project being part of the Australian Government Program (Federal Blackspot 100% funded) it is not permissible for Local Governments to contribute towards costs on top of approved amounts.

Legal Implications

Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996 refers.

Community Consultation

N/A

Risk Management Implications

As a project which is funded within the Australian Government Blackspot (Federal Blackspot) program it must comply with program rules in respect to its delivery.

The City have requested additional funding following a competitive tender process to enable this project to move forward in compliance with those rules.

Whilst some reputational risk exists should the program coordinators not elect to approve the City’s request for variation this needs to be weighed up against the financial risk of fully funding the project through municipal reserves ($1.49m) where valid funding sources exist to mitigate those costs.

In the event the request for variance is not approved by the Australian Government Blackspot program a financial risk exists rated “low” in accordance with the City risk management framework as a low value and possible risk should the program managers seek reimbursement for currently expended funds and cancel the project.

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 December 2025 Ordinary Council Meeting.

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

NIL

14.3.2 RFT29/2025 - Construction Services - Blackspot Intersection Upgrade - Project Site 2 (Rockingham Road and Spearwood Avenue)

Executive	Director Infrastructure Services
Author	Group Manager Assets and Projects
Attachments	1. Evaluation Summary **(Confidential)**

RECOMMENDATION
That Council:

(1) Subject to 100% funding approval by the Australian Government Blackspot Program, PROCEEDS with the Rockingham Road and Spearwood Avenue Blackspot Intersection Upgrade Project in accordance with the submitted variance request to adjust the cost and timeframe for delivery:

1. AWARDS the tender submitted by CIVCON Civil and Project Management Pty Ltd, for RFT29/2025 Construction Services - Project Site 2 (Rockingham Road and Spearwood Avenue) Spearwood for a total contract sum of $960,095 (Ex GST). The Contract shall be in force for a period of twelve (12) weeks from the date of award, in accordance with the submitted Schedule of Rates, and the additional schedule of rates for determining variations and/or additional services.
2. ADJUSTS the Budget accordingly to reflect the increased revenue and expenditure projected for the project following the decision of the Australian Government Blackspot Program.
3. AMENDS the Corporate Business Plan Key Performance Indicators in accordance with the determination of the Australian Government Blackspot Program; and

(2) Should the funding request be rejected by the Australian Government Blackspot Program, CANCELS the Rockingham Road and Spearwood Avenue Blackspot Intersection Upgrade Project:

1. AMENDS the Corporate Business Plan Key Performance Indicators in accordance with the determination of the Australian Government Blackspot Program.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

Blackspot Project

Currently approved as a Federal Blackspot project site, the City have developed a proposed treatment which has met all requirements of Main Roads Western Australia to modify the intersection and address road safety issues present.

The project was initially approved for $426,471 in the 23/24 Financial Year. Additional funding has been requested from the Australian Government Blackspot program to fund the delivery of the project with the anticipated cost at completion

being $1,150,891 reflecting project development costs to date as well as Contractors, Superintendent and City costs throughout the construction.

It should be noted that as considered against the original scope of this project significant additional costs have been projected on this site to meet a condition of approval from Main Roads Western Australia to incorporate additional detection loops within the signalling system to detect queue lengths in advance of the freight rail.

Tender Process

The City is seeking the services of a suitably qualified, registered and experienced Construction Contractor to undertake civil works and traffic signal upgrade at the Intersection of Rockingham Road and Spearwood Avenue in Spearwood, Western Australia.

The intersection of Spearwood Avenue and Rockingham Road is an existing four-way signalised intersection. Main Roads Western Australia (MRWA) has identified the current signal operations are not compliant with the current standards for disabled access including those requiring mobility devices (wheelchairs, walker/rollator and mobility scooters) as well as vision impaired and other pedestrians who may have restricted mobility.

The works required under this contract are to bring this intersection to current standards designed to aid crossing of all persons, disabled or otherwise, to make the crossing safer and more convenient.

The proposed works include removal of existing kerbing and concrete paving at median islands, box out of soil and construction of asphalt surfaced pedestrian walk throughs, laying of concrete kerbing, construction of brick paving and concrete footpaths, removal of existing and replacement with new tactile ground surface indicators, new signal cabling, detector loops, signal poles and aspects, removal of redundant signals and cabling, in-situ foam bitumen stabilisation, milling and resurfacing of asphalt pavement and line marking.

The Contract is a Lump Sum Contract and is not subject to adjustment for rise and fall in the cost of labour, materials and other costs and charges associated with carrying out the works under the Contract. The lump sum tender price shall include all provisional sums and contingency. The proposed Contract shall be in force for a period of twelve (12) weeks from the date of contract award and expected to commence in December 2025.

Tender Number RFT29/2025 - Construction Services - Blackspot Intersection Upgrade - Project Site 2 (Rockingham Rd & Spearwood Ave) Spearwood, was advertised on Saturday, 9 August 2025 in the Local Government Tenders section of “The West Australian” newspaper. It was also displayed on the City’s website between Saturday, 9 August 2025 and 2:00pm (AWST) Thursday, 4 September 2025.

Submission

Tenders closed at 2:00pm (AWST) Thursday, 4 September 2025 with five (5) tender submissions received.

Tenderers Name	Registered Business Entity Name
Civcon Civil & Project Management	Civcon Civil & Project Management Pty Ltd
Dowsing Group	Dowsing Group Pty Ltd
Fulton Hogan	Fulton Hogan Industries Pty Ltd
Garli	Garli Pty Ltd
Tracc Civil	Tracc Civil Pty Ltd

Report

Compliance Criteria

The following criteria were used to determine whether the submissions received were compliant:

Compliance Criteria	
(a)	Compliance with the Request Document
(b)	Compliance with the conditions of Responding and Tendering
(c)	Compliance with the General Conditions of Contract
(d)	Compliance with and completion of the Price Schedule in the format provided.
(e)	Completion of Qualitative Criteria
(f)	Compliance with ACCC Requirements and completion of Certificate of Warranty

Compliance Tenderers

One (1) tender submission was deemed non-compliant with the Compliance Criteria and not assessed. All other tender submissions were compliant and released for evaluation.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	15%
Tenderers Resources	10%
Methodology	20%
Sustainability	5%
Local / Regional	10%
Tendered Price	40%
TOTAL	**100%**

Tender Intent/ Requirements

The City is seeking the services of a suitably qualified, registered and experienced Construction Contractor to undertake civil works and traffic signal upgrade at the Intersection of Rockingham Road and Spearwood Avenue in Spearwood, Western Australia. The intersection of Spearwood Avenue and Rockingham Road is an existing four-way signalised intersection.

Main Roads Western Australia (MRWA) has identified the current signal operations are not compliant with the current standards for disabled access including those requiring mobility devices (wheelchairs, walker/rollator and mobility scooters) as well as vision impaired and other pedestrians who may have restricted mobility.

Evaluation Panel

The tender submissions were evaluated by the following:

Name	**Position**
Sharif Malik	Project Manager
Robert McCaughan	Service Lead Projects
Colin Macmillan	Service Lead Civil Infrastructure
Daniel Arndt	Director Sustainable Development and Safety
Janelle Keene (Local)	Service Specialist – Tenders and Contracts
John Thornton (WHS)	Service Lead Work Health & Safety
Probity Role Only	
Stephen White	Tenders & Contracts Advisor

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
CIVCON Civil & Project Management	38.85%	40.00%	78.85%
Fulton Hogan	33.85%	38.02%	71.87%
Dowsing Group Pty Ltd	35.35%	36.05%	71.40%
Tracc Civil Pty Ltd	40.65%	26.96%	67.61%

** Recommended Submission

Evaluation Criteria Assessment

Demonstrated Experience

All tenderers provided information on the organisation's history and structure, demonstrating they are well established companies. All responses demonstrated relevant experience in similar projects. Civcon Civil & Project Management (Civcon) scored the highest for this category as considered by the evaluation panel as the tender submission demonstrates a well-established Western Australian company, with a clear organisational structure supported by detailed charts.

The inclusion of sub-companies and service offerings highlights operational depth and capability. The organisational history and structure provided indicates strong experience with Main Roads WA (MRWA) and similar projects, showcasing a proven track record and robust governance framework to ensure successful project outcomes. Their submission included three highly relevant and complex project examples, each of significant value and delivered within the last three years.

Tenderers Resources

All tenderers scored satisfactory for this criterion, providing relevant information on key personnel, management structure and details of plant and equipment to be used on the project. Civcon ranked marginally higher in this category as considered by the evaluation panel, as their submission outlines a project-specific management structure with key staff summaries and a nominated plant list. Roles and responsibilities are defined, and contingency measures are addressed through a pool of employees and a nominated contingency team.

Methodology

Civcon and Tracc Civil's submissions both present a comprehensive and well-structured approach, including a detailed draft Construction Management Plan, project risks with mitigation strategies, and a clear construction methodology. Civcon, Tracc Civil and Dowsing all provided detailed documentation that supports planning and processes, complemented by a preliminary program and construction schedule. The full scope of ITS and civil works is scheduled for delivery within 12 weeks from contract award, showcasing strong time management and resource allocation.

Sustainability

All tenderers submissions detailed a strong commitment to environmental sustainability and social responsibility, demonstrating understanding of the Principal's sustainability values and objectives. All tenderer demonstrated they have or can provide an improved social and economic outcome to the Principal.

Local / Regional

Tracc Civil was the only local business located within the City of Cockburn, with significant staff residing within City of Cockburn and Perth Southwest Metropolitan Alliance. Civcon, Dowsing and Fulton Hogan's operations are outside the City of Cockburn and Perth Southwest Metropolitan Alliance.

Summation

The Evaluation Panel recommends that Council accept the submission by CIVCON Civil and Project Management Pty Ltd, for RFT29/2025 Construction Services - Blackspot Intersection Upgrade - Project Site 2 (Rockingham Rd and Spearwood Avenue) Spearwood for a total contract sum of $960,095 (Ex GST) as being the most advantageous tenderer having satisfied all criteria in the evaluation process and demonstrated ability to undertake the services requested.

The recommendation is based on:
- The level of demonstrated experience in supplying similar contracts
- Adequate resources and experienced personnel to service the contract
- Sound technical grounds in accordance with the specification
- The best overall value for money and the most advantageous outcome for the City.

Strategic Plans/Policy Implications

City Growth and Moving Around
A growing City that is easy to move around and provides great places to live.
- An integrated, accessible and improved transport network.

Listening and Leading
A community focused, sustainable, accountable, and progressive organisation.
- Best practice Governance, partnerships and value for money.

Budget/Financial Implications

This project is funded 100% under the Australian Government Blackspot Program and is a current project in the capital works program.

A request for variation has been submitted to the funding program to adjust the project budget sufficiently to deliver these works.

In the event this project is not approved for additional funding it is recommended all offers be rejected and project delayed until such time as an agreeable funding outcome can be reached with the Blackspot Program.

It is important to acknowledge that with this project being part of the Australian Government Program (Federal Blackspot 100% funded) it is not permissible for Local Governments to contribute towards costs on top of approved amounts.

Legal Implications

Section 3.57 of the Local Government Act 1995 and Part 4 of the Local Government (Functions and General) Regulations 1996 refers.

Community Consultation

N/A

Risk Management Implications

As a project which is funded within the Australian Government Blackspot (Federal Blackspot) program it must comply with program rules in respect to its delivery.

The City have requested additional funding following a competitive tender process to enable this project to move forward in compliance with those rules.

Whilst some reputational risk exists should the program coordinators not elect to approve the City's request for variation this needs to be weighed up against the financial risk of fully funding the project through municipal reserves ($1.15m) where valid funding sources exist to mitigate those costs.

In the event the request for variance is not approved by the Australian Government Blackspot program a financial risk exists rated "low" in accordance with the City risk management framework as a low value and possible risk should the program managers seek reimbursement for currently expended funds and cancel the project.

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 December 2025 Ordinary Council Meeting.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

14.4 Community and Place

14.4.1 Beeliar Reserve Redevelopment

Executive	Director Community and Place
Author	Community Facilities Advisor and Service Manager Recreation Services
Attachments	1. Community Feedback Report Beeliar Reserve ⇩

RECOMMENDATION
That Council:

(1) NOTES the preparation of a landscape plan for Beeliar Reserve to refine the Beeliar Reserve and Community Centre Concept Plan in response to community feedback and to guide future design and delivery stages;

(2) RECEIVES the Community Feedback Report from the community engagement period on the draft Beeliar Reserve and Community Centre Concept Plan (Attachment 1); and

(3) RECEIVES a future report on the Beeliar Reserve Redevelopment project for endorsement to progress to design in FY27.

Background

Beeliar Reserve and Community Centre is a key community and sporting hub in the City of Cockburn, located at The Grange in Beeliar. The precinct includes:

- An active sporting reserve with two cricket fields (including centre wickets)
- Soccer pitches with goals
- A community centre and changerooms
- Sports floodlighting across five poles
- Two practice cricket nets
- A playground
- A community centre car park with approximately 50 bays.

The reserve is located adjacent to Beeliar Primary School, which has a shared use agreement with the City for access to the site.

The facilities are heavily utilised by local sporting clubs, Beeliar Primary School, community groups, and casual users.

With population growth and increasing participation across a wide range of ages and genders, the existing facilities are under pressure and no longer meet contemporary standards. Feedback from clubs, community groups and community members has consistently highlighted:

- The need for modern, gender-neutral and accessible changerooms to support sports participation
- The need for more flexible and multipurpose community spaces
- The need for facility upgrades to meet current standards for accessibility, safety and amenity
- Shortage of fit for purpose club storage
- Demand for improved lighting to support evening training and match play

Improvements to the current facilities will support increased participation in both sport and community activities, while strengthening opportunities for social connection.

In 2023, the City began the process of undertaking a Needs Assessment and Feasibility Study to guide planning for the precinct. Phase One community engagement informed this work and the development of a draft concept plan.

Options for future improvements explored included an expanded building footprint, additional changerooms, upgraded floodlighting, flexible community and social spaces, and enhanced reserve amenity through pathways, shade and water fountains.

Following Council's consideration of the draft concept plan in June 2025, the plan was presented to the community for feedback as part of Phase Two engagement.

Following Phase Two engagement, it became clear that the reserve itself, and its connection to the community centre is extremely important to those who use the site.

To ensure that all infrastructure being considered, including the building, reflects community needs and feedback, City officers recommend engaging a landscape architect to develop a site-wide concept plan.

This will clearly illustrate the key elements identified through public engagement and ensure that all components of the precinct are well considered and integrated. This coordinated approach will allow the City to plan for future upgrades to the building, reserve and supporting infrastructure in a way that responds directly to stakeholder feedback and community priorities.

Submission

There were 69 online submissions received in response to the Draft Beeliar Reserve and Community Centre Concept Plan, along with 16 attendees at the community open house. Key user group submissions were received from:

- Beeliar Spirit Association Football Club
- Phoenix Beeliar Junior Cricket Club and Phoenix Cricket Club
- Beeliar Primary School.

Feedback from these groups, along with all other submissions, is summarised in the Community Feedback Report (Attachment 1) and addressed in the Community Consultation section of this report.

Additional input included three email submissions and group submissions from:

- Beeliar Primary School
- Beeliar Community Association
- Meeples, Decks and Dice
- Phoenix Beeliar Junior and Senior Cricket Clubs
- Beeliar Spirit Association Football Club (two submissions)
- Western Australian Cricket Association (via hard copy survey)

Face-to-face meetings were also held with Beeliar Spirit AFC, Phoenix Beeliar Cricket Club, and Meeples, Decks and Dice during the consultation period.

Report

Feedback on the draft concept plan indicated mixed views. It was clear from the engagement that community members valued different aspects of the building and reserve depending on their connection to the site. The interests of sporting clubs often differed from those of community groups, the primary school and individual residents.

The feedback reinforced the features most important to the community, with the top five elements identified as:

1. Improved shelter around the reserve
2. Upgraded sports floodlighting
3. Enhanced community centre space and functionality
4. Dedicated clubroom space
5. A patio extension on the reserve side of the community centre

A consistent theme across all feedback was the importance of the connection between the building and the reserve. To ensure this relationship is properly reflected and that all elements raised through engagement are addressed, the preparation of a comprehensive landscape plan for Beeliar Reserve has been recommended.

In response to the feedback received, officers propose the following next steps:

- Engage a landscape architect to prepare a comprehensive landscape plan for Beeliar Reserve
- Ensure this provides a coordinated approach to building, reserve and amenity upgrades, responding to feedback that the precinct should function as a cohesive whole
- Investigate and resolve key dependencies such as drainage, floodlighting layout and cricket nets, which were consistently identified as priorities by clubs and the wider community
- Enable the City to stage works logically and efficiently, minimising disruption and maximising community benefit
- Provide greater certainty to user groups about the long-term future of the precinct, addressing calls for transparency and clear planning pathways.

This approach aligns with the overall project timeline, as the redevelopment is not scheduled to enter the detailed design phase until the next financial year. Completing this step now ensures that future design work is informed by a clear, integrated vision for the site, delivering the best possible outcome for the community and supporting efficient delivery of subsequent stages.

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.
• 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

Planning for the clubroom and community centre will continue this financial year. $500,000 is referred to FY27 for detailed design, and funding for construction includes $3.5M in FY28 and $3.5M in FY29.

Also related is $182,900 of funding for detailed design for cricket nets and sports lighting is allocated to this financial year, with $1,012,000 allocated for their construction in FY27. The funding includes $100,000 grant funding.

Legal Implications

N/A

Community Consultation

A six-week community engagement period was undertaken between 18 June and 30 July 2025, attracting strong interest from local residents, sporting clubs and community groups. The summary report from the community engagement is included in Attachment 1.

The City promoted and encouraged input through:

- A dedicated project page on the City's Comment on Cockburn website (862 visits).
- 69 online survey responses and three email submissions.
- 16 attendees at a community open house session.
- Targeted engagement with Beeliar Spirit Association Football Club, Phoenix Beeliar Junior and Senior Cricket Clubs, Beeliar Primary School, Beeliar Community Association, and Meeples, Decks and Dice.

Engagement Reach:

- 71 total survey respondents
- 88% of respondents were City of Cockburn residents
- Majority lived within 400m of Beeliar Reserve
- Respondents primarily used the reserve for sport, exercise, and community events.

Community Sentiment:

Community feedback on the draft concept plan was mixed, reflecting different priorities between general community members and organised sporting groups. Initial survey results showed 33% satisfaction and 44% dissatisfaction with the draft plan.

Subsequent meetings with Beeliar Junior Cricket Club and Beeliar Spirit Association Football Club helped clarify management and shared-use arrangements. Following these discussions, both clubs indicated greater confidence that the concept plan addressed their needs. While revised written submissions were not provided, City meeting notes confirm improved alignment and satisfaction. The City also advised that some amendments would follow the engagement process to address operational concerns raised by user groups, which clubs accepted.

Despite early mixed views, overall feedback demonstrated strong support for upgrading the reserve's sporting and community facilities. The most frequently identified priorities were:

1. Improved shelter and spectator amenities
2. Upgraded floodlighting for multiple sports
3. Expanded community centre footprint and improved functionality
4. Dedicated clubroom and inclusive changerooms
5. Patio extension and improved drainage

Key Feedback Theme	City Response
Need for expanded building footprint, compliant changerooms, and improved community spaces.	The building footprint has been increased to include four compliant changerooms, dedicated community spaces and an improved internal layout. The final building footprint will be confirmed through the upcoming site master plan.
Requests for better drainage and safer oval surface.	Drainage relocation and ground regrading will be investigated to improve safety and increase playable area. This will be confirmed through the site survey and design development.
Upgraded floodlighting for multiple sports.	Floodlighting upgrades are included for both cricket and soccer to meet training and match standards.
Requests for additional cricket nets and storage.	Six cricket practice nets are proposed, with a dedicated storage shed to support sporting club use.
Need for improved shade, and spectator amenities.	Shade structures, water fountains and additional park seating will be identified in the site master plan.
Patio extension	The patio extension aligns with recent election commitment funding. The scope is currently being investigated.
Requests for playground upgrades, lighting, and accessibility.	Playground upgrades are not part of this project's current scope but noted for future planning. A safety assessment will consider fencing adjacent to the lake. The site master plan will help determine further details for the future playground upgrades.
Parking congestion and safe pedestrian access.	A new walking path connecting to Beeliar Primary School is proposed to utilise existing parking spaces. Opportunities for angled bays along The Grange will be explored. A full parking investigation is proposed, which will take in the impact on the adjacent shopping centre carpark.
Concern about kitchen size in the Activity Room.	Noted, the City will request this is amended to reflect the size of the adjoining function space
Storage space for community groups.	Overall storage provision is increased in the concept plan in comparison to the current building.
Desire for club-exclusive space (soccer and cricket)	Dedicated clubroom space is included, however the facility must remain accessible for broader community use. The operational management plan will define shared access arrangements and ensure clubs have adequate access to function space when onsite.
Requests for tiered seating	Providing tiered retaining outside the building will be explored as part of the landscape master plan development.
Need for inclusive changerooms and female-friendly facilities.	Four gender-inclusive changerooms are included as a key design priority.
Concerns about costs and financial responsibility.	Budget allocation and funding sources have been identified within the Corporate Business Plan. Detailed costings will be refined through design.
Requests for facilities and amenities to support the range of different users of the reserve (non-sporting)	The facility is designed to accommodate both sporting and non-sporting users, with flexible internal spaces to support a range of community programs and meetings. Preparation of a reserve master plan will enable identification of a range of amenities to support all park users.

Next Steps:

It is therefore proposed that the next step in responding to community feedback is the preparation of a comprehensive landscape plan for Beeliar Reserve**.**

The Plan will:

- Refine the layout and building footprint
- Confirm drainage and floodlighting configurations
- Integrate landscaping, parking, and path connections

- Round out the planning phase for this project ensuring a holistic view.

This approach ensures the project remains on schedule within the City's capital works program and positions the redevelopment for a smooth transition into the design phase next financial year.

A summary of the community engagement feedback will be made available for the community on the City's 'Comment on Cockburn' project page. In addition, a summary of the City's responses as outlined in the table above will also be made available.

Attachment 1 provides the full Community Engagement Report.

Risk Management Implications

Skipping this planning stage could result in works that do not meet community expectations or fail to integrate key technical requirements such as drainage, parking and building connections.

Proceeding without a coordinated plan increases the likelihood of redesign, delays and additional costs. Completing this step now ensures subsequent design and construction phases are efficient, staged logically and aligned with the City's capital works model, while reflecting both community and sporting needs identified through engagement.

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 December 2025 Ordinary Council Meeting.

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

Nil

Community Feedback Report

Beeliar Reserve and Community Centre Upgrades – Phase Two

August 2025



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Acknowledgement of Country

The Mayor, Councillors and staff of the City of Cockburn acknowledge the Whadjuk Nyungar people of Beeliar boodja as the traditional custodians of this land. We pay our respect to the Elders, past and present.

Background

Beeliar Reserve (Lakefront Avenue, Beeliar) is classified in the City's Public Open Space Strategy (2014-2024) as a neighbourhood-level sporting space. Beeliar Reserve has been identified for upgrades as a part of the City's Community Infrastructure Plan 2014 –2041. Beeliar Reserve is currently home to the Beeliar Spirit Amateur Football Club in the winter and the Phoenix Beeliar Junior Cricket Club in the summer. Additionally, the Phoenix Cricket Club, which is currently based at Tempest Park, Coolbellup, also utilises Beeliar Reserve as an overflow cricket ground in the summer, and are planning to relocate to Beeliar Reserve permanently in the future.

The facilities currently provided at Beeliar Reserve include the Beeliar Community Centre, an active sporting reserve with soccer pitches (including goals) and two cricket fields, sports floodlighting across five poles, two practice cricket nets, a playground and a community centre carpark with approximately 50 bays available.

In January 2023, the City initially consulted with key internal and external stakeholders, local businesses, and the broader community to seek input and feedback to help inform the needs assessment, concept design, and feasibility study process.

Following this, concept designs have been developed considering the community feedback, needs assessment, feasibility study, and budget constraints. The concept design options were presented to key stakeholders to inform the final design and subsequently presented to Council to determine upcoming milestones. The project is projected to commence construction in 2026-27 and be completed in 2027-28, according to the City's Corporate Business Plan 2024 - 2028.

The upgrades to Beeliar Community Centre and Reserve that have been designed based on Community Feedback in the initial consultation phase are listed below:

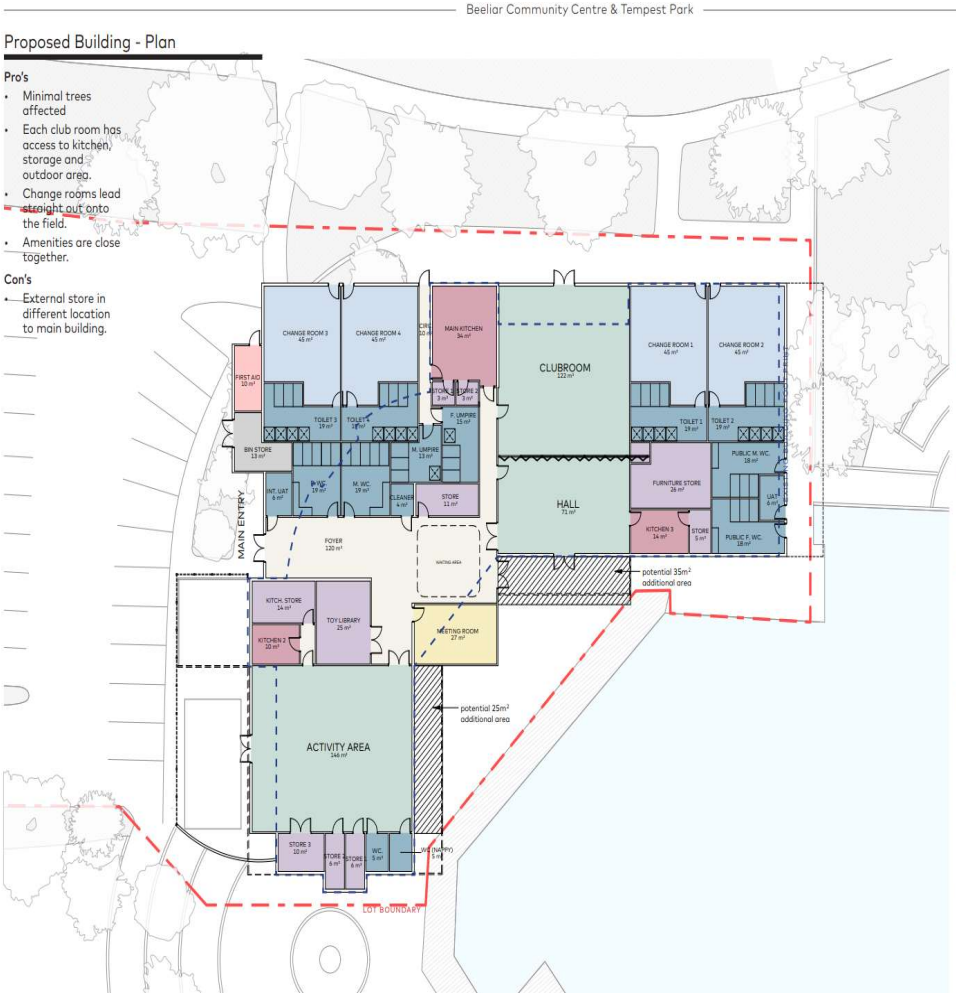
Building Upgrades:

- Increased building footprint
- Four compliant changerooms
- Expanded community spaces
- Improved internal layout and functionality.

Sports Oval Upgrades:

- Floodlight Upgrade - for both cricket and soccer
- Storage Shed - increase in storage provisions
- Shade and water fountains - improved spectator and player amenities
- Cricket Practice Nets - increasing provision from 2 to 6
- Patio Extension to provide improved spectator viewing
- Drainage Relocation to increase the playable area of the reserve
- Walking Path - that extends to the school parking lot.

The proposed floor plan design was presented to Council at the June OCM and following endorsement of the draft it was advertised for community feedback and can be viewed in this attached document - 2025-04-28_Beeliar Community Centre & Tempest Park_Community Engagement.pdf or below.



Room Name	Area (m2)	Requirements	
Parking	approx 50 bays	80	No
Circulation spaces			
Entry/Foyer/Corridor	120		Yes
Cleaners Store	4	3	Yes
Store (passage)	11		Yes
Activity Area			
Activity Hall	122	100	Yes
Toilet (Nappy Change)	5		Yes
Toilet	5		Yes
Store 1/ Furniture	6	14	No
Store 2	6		Yes
Store 3	10		Yes
Kitchen Store	14		Yes
2 Kitchen	11		Yes
Outdoor play area	135		Yes
Meeting Rooms			
Toy Library	25		Yes
Meeting Room	27	20	Yes
Kitchen			
Main Kitchen	34	25	Yes
Kitchen Store	2 x 3		Yes
3 Kitchen	14		Yes
3 Kitchen Store	5		Yes
Bin Store	13	10-15	Yes
Clubroom/Hall			
Clubroom	146	100	Yes
Hall	71		Yes
Store 2 (Furniture)	26		Yes
Store 3 (plant)	-		No
Toilets - Internal			
Toilet Male	19		Yes
Toilet - Female	19		Yes
Toilet - Disabled	6	6	Yes
Toilets - External			
Toilet Male	18		Yes
Toilet - Female	18		Yes
Toilet - Disabled	6	6	Yes
Change Rooms			
Umpire Male	13	10	Yes
Umpire Female	15	10	Yes
Change Room 1	45	50-60	Yes
Change room 1 - Toilet	19		
Change Room 2	45	50-60	Yes
Change room 2 - Toilet	19		
Change Room 3	45	50-60	Yes
Change room 3 - Toilet	19		
Change Room 4	45	50-60	Yes
Change room 4 - Toilet	19		
Store - External			
Store	-	60	-
First Aid	10	10	Yes
Playground			Yes
TOTAL	1196		



This document summarises the consultation process and the feedback received.

Process

Between Wednesday, 18 June 2025 and Wednesday, 30 July 2025, the City invited participants to provide feedback in the following ways:

- Online survey
- Hard copy survey
- Phone calls
- Email
- Community open house
- Key stakeholder meetings

To raise awareness for the project and to encourage input, the City distributed the following communications advertising the project:

- Project page on the City's Comment on Cockburn website
- Early and ongoing correspondence with key stakeholders and key sporting bodies
- E-newsletter to Comment on Cockburn subscribers in Beeliar and followers of the phase one project.
- Letters posted to residential letterboxes within 400m of Beeliar Reserve
- Letter to the local Member of Parliament
- Signage at Beeliar Reserve
- Flyers at Success Library
- Email to reference groups via the City's Community Development team
- Email to Beeliar Primary School
- Email and phone calls to key sporting groups and user groups.

During the comment period, the project page received 862 visits, with 69 online survey responses and 16 attendees at the community open house. Additional feedback included three email submissions, as well as group submissions from Beeliar Primary School, Beeliar Community Association, Meeples, Decks and Dice, Phoenix Beeliar Junior and Senior Cricket Club, Beeliar Spirit Association Football Club (two submissions), and the Western Australian Cricket Association (via hard copy survey).

Additionally, face to face meetings were held with Beeliar Spirit Association Football Club and Phoenix Beeliar Cricket Club and Meeples, Decks and Dice during the consultation period.

Feedback Summary

Overall satisfaction with the Beeliar Reserve and Community Centre draft concept plan:



- 33 per cent of respondents were either **satisfied or very satisfied**
- 44 per cent of respondents **were either unsatisfied or very unsatisfied**
- 23 per cent of respondents were **neutral**.

Overall satisfaction amongst respondents (41) who are associated with Beeliar Spirit Association Football Club and/or Phoenix Beeliar Cricket Club.



- 32 per cent of respondents were either **satisfied** or very satisfied with the overall draft concept plan for Beeliar Reserve and Community Centre
- 48 per cent of respondents were **unsatisfied** or **very unsatisfied**
- 20 per cent of respondents were **neutral**.

Overall satisfaction amongst respondents (30) who are not associated with Beeliar Spirit Association Football Club and/or Phoenix Beeliar Cricket Club



- 33 per cent of respondents were **satisfied** or **very satisfied** with the overall draft concept plan for Beeliar Reserve and Community Centre
- 37 per cent of respondents were **unsatisfied** or **very unsatisfied**
- 30 per cent of respondents were **neutral.**

Overall community sentiment on the draft concept plan meeting the diverse needs of the community and sporting groups.



- 48 per cent of respondents **do not** believe that the draft concept plan will meet the needs of the community and sporting groups
- 34 per cent of respondents believed the plan **will** meet the needs of the community and sporting groups
- 18 per cent of respondents were **unsure.**

Respondents' top five most important elements of the draft concept plan

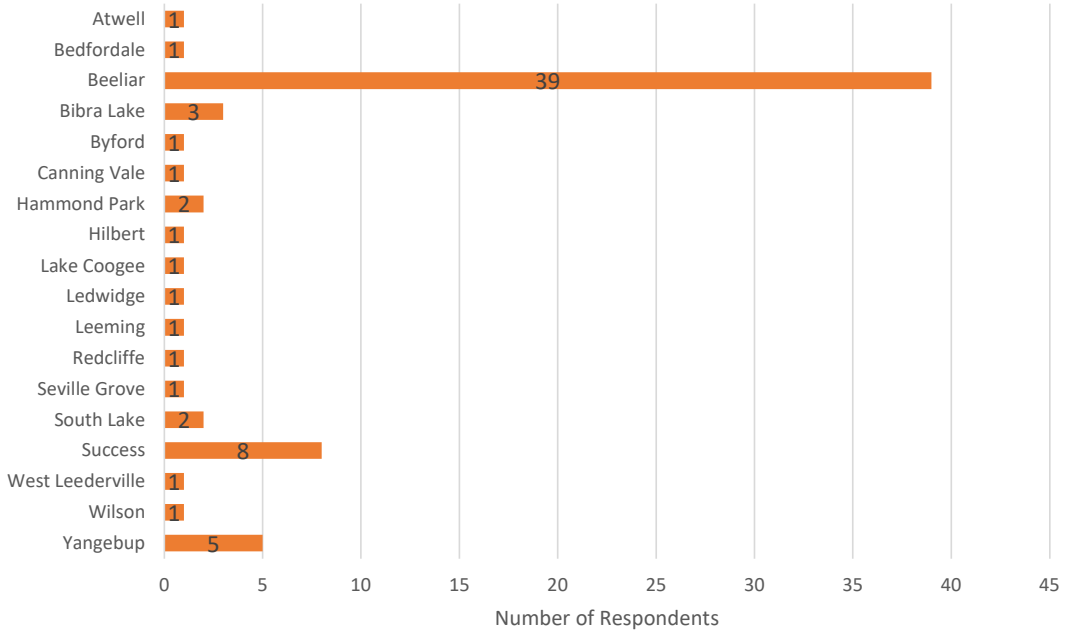


1. Improved shelter around the reserve
2. Upgraded sports floodlighting
3. Improved community centre space and functionality
4. Dedicated clubroom space
5. Patio extension on the reserve side of the community centre.

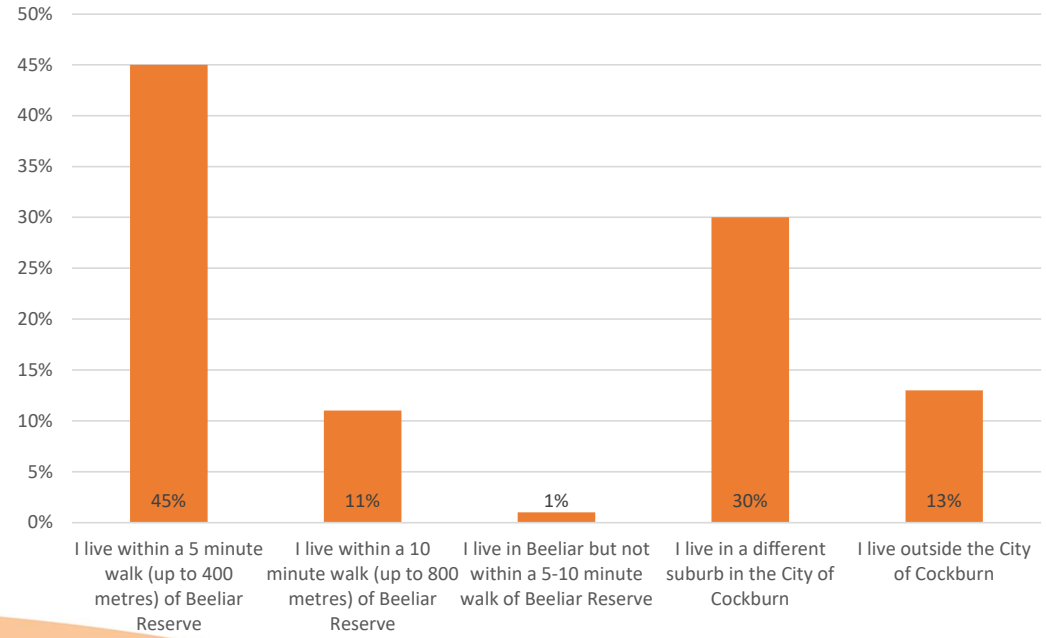
Response Demographics - Survey

Number of Respondents: 71

Suburb of Respondents

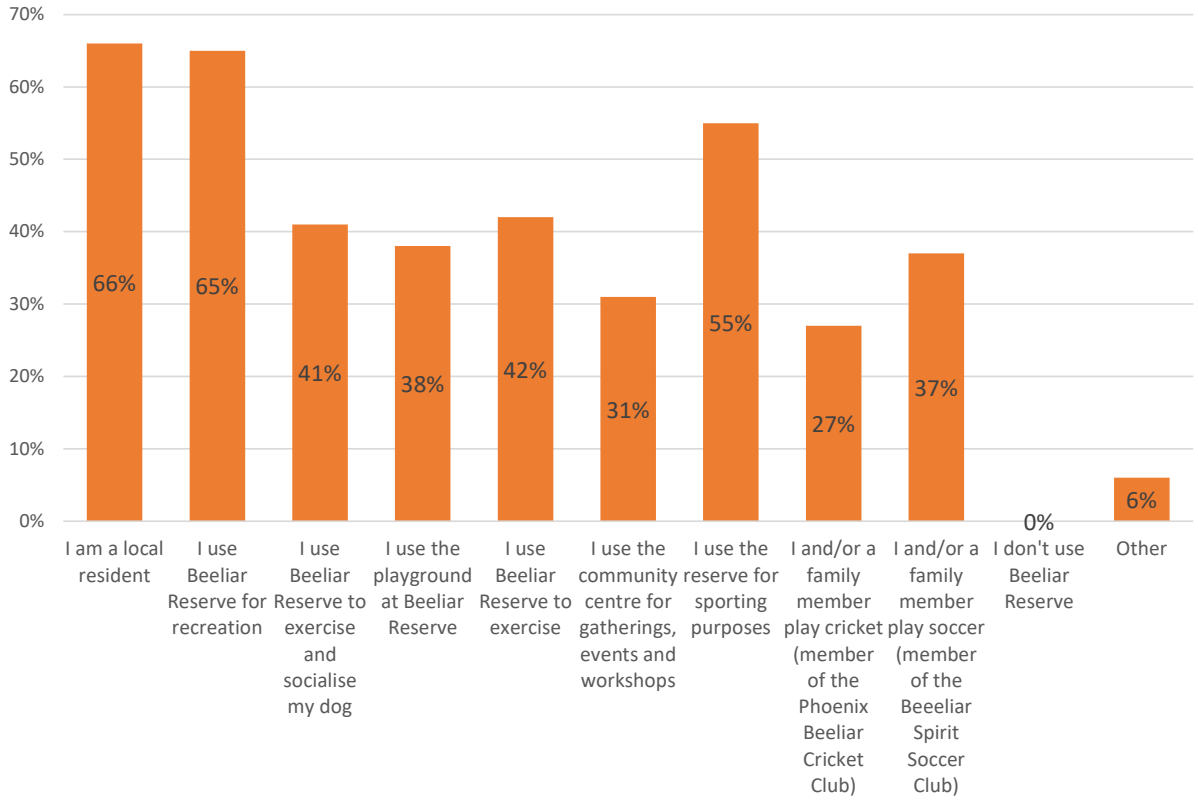


How far do you live from Beeliar Reserve?

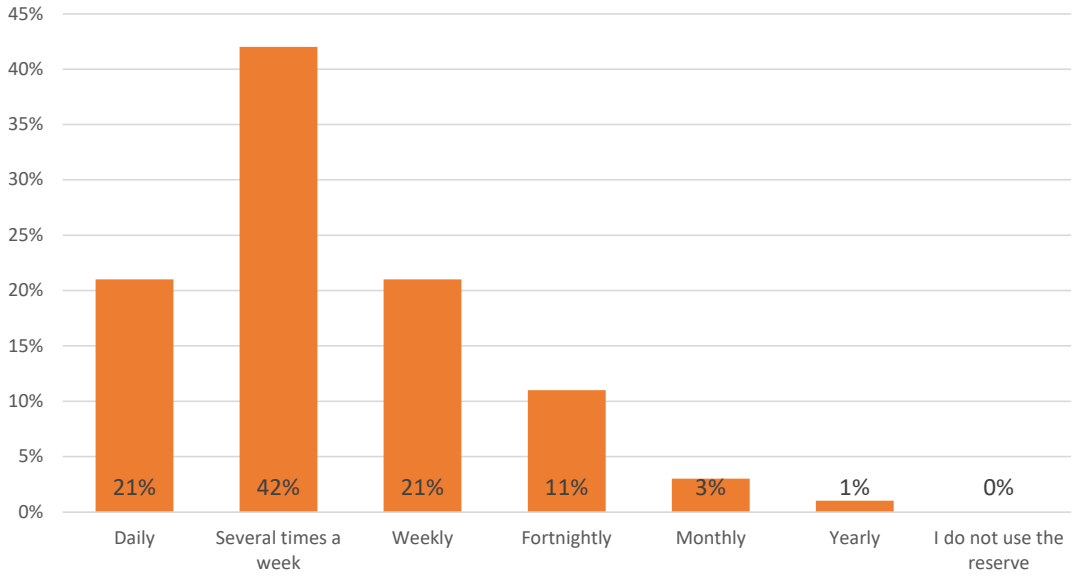


What is your relationship with Beeliar Reserve?

*Respondents were able to select more than one use of Beeliar Reserve



How often do you use Beeliar Reserve and Community Centre?



Proposed Community Centre and Reserve Upgrades – Survey

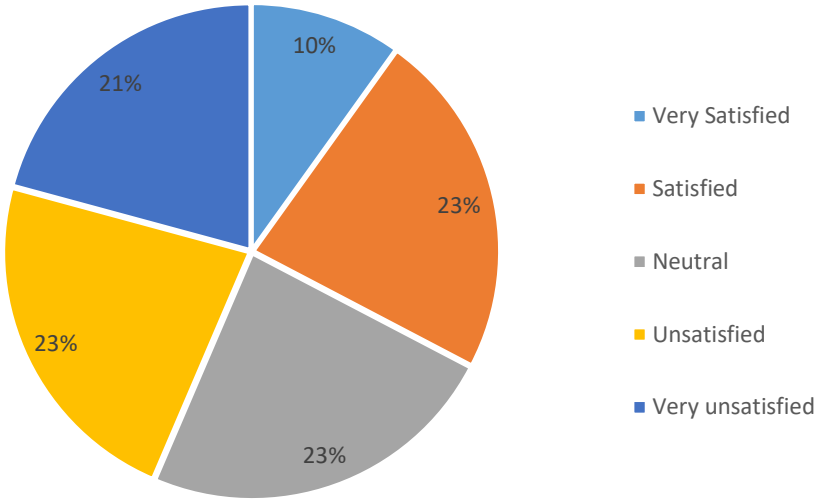
Number of respondents: 71

33 per cent of respondents were either **satisfied or very satisfied** with the Beeliar Reserve and Community Centre draft concept plan, while 44 per cent of respondents **were either unsatisfied or very unsatisfied** with the proposed changes. 23 per cent of respondents were neither satisfied nor unsatisfied and remained **neutral** on the draft concept plan.

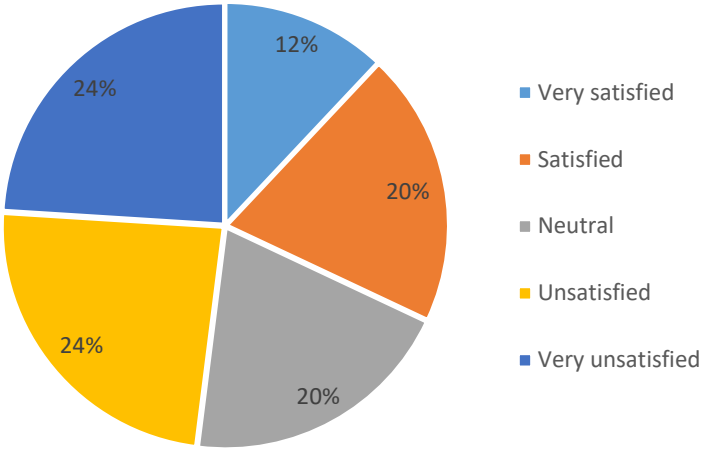
48 per cent of respondents believe the proposed upgrades **will not** meet the diverse needs of the community and sporting groups, while 34 per cent of respondents believe it **wil**l. 18 per cent of people were **unsure** whether the proposed upgrades will meet the diverse needs of the community and sporting groups.

Improved shelter around the reserve, patio extension on the reserve side of the community centre, upgraded sporting floodlights, dedicated clubroom space and improved community centre space were seen as **extremely important** to respondents, while the provision of additional water fountains, additional access paths into the reserve and new gender-inclusive changerooms suitable for different sports were viewed as **very important** to respondents. Six cricket practice nets were seen as **important** to respondents.

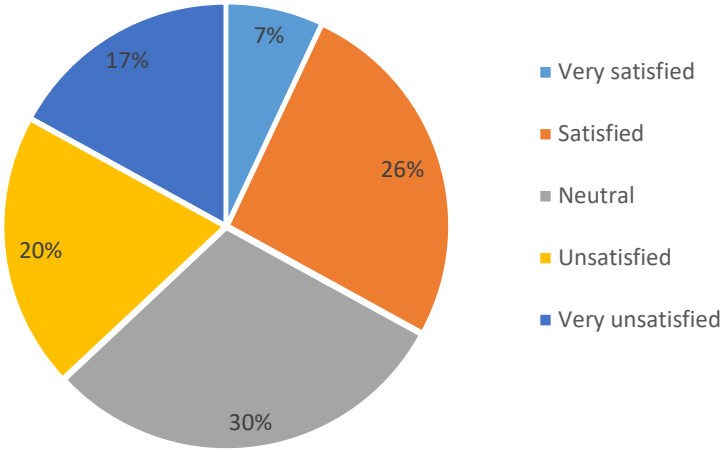
Overall, how satisfied are you with the Draft Concept Plan for Beeliar Reserve and Community Centre?



Respondents associated with Beeliar Spirit Association Football Club and/or Phoenix Beeliar Cricket Club satisfaction with the draft concept plan for Beeliar Reserve and Community Centre?

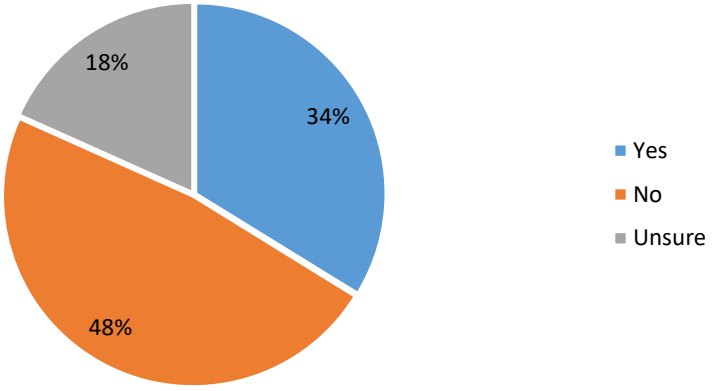


Overall satisfaction amongst respondents (30) who are not associated with Beeliar Spirit Association Football Club and/or Phoenix Beeliar Cricket Club

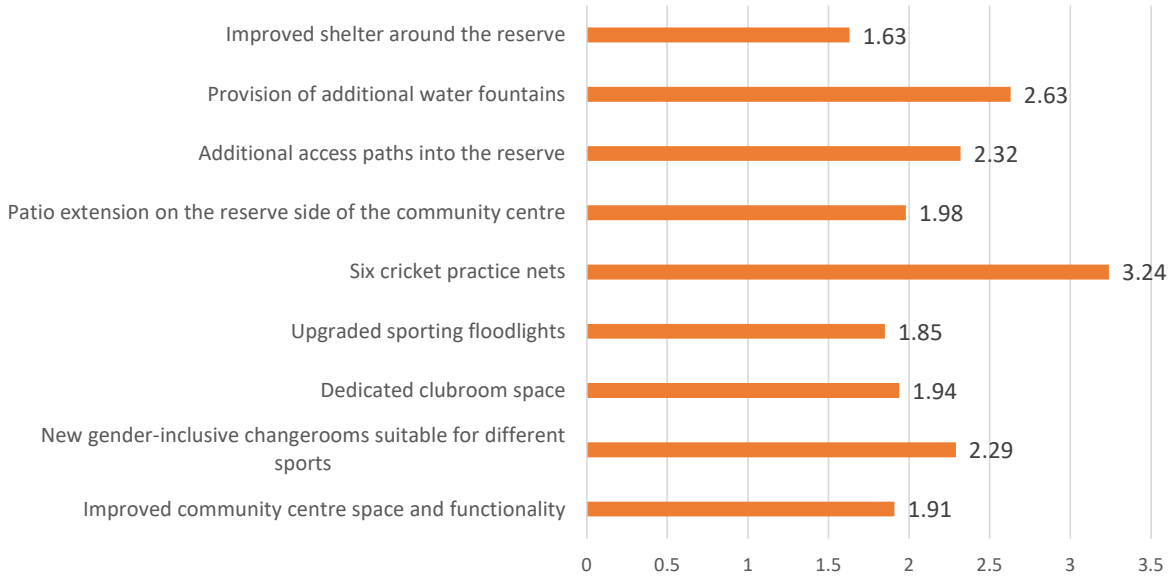


Do you feel the upgrades to Beeliar Reserve will meet the diverse needs of the community and sporting groups?

Feedback consists of all responses to the survey (71)



How important do you believe each of these concept plan elements are to the community?



*The preceding graph visualises a weighted average scoring system based on the respondent's sentiment across 6 different levels of importance to infer how important each element is. The lower the score correlates to the higher importance amongst respondents. The levels of importance and their corresponding weight values were listed as:

- Extremely important = 1
- Very Important = 2
- Important = 3
- Slightly important = 4
- Not at all important = 5
- Unsure = 6

When asked what was most exciting about the draft concept plan for Beeliar Reserve and Community Centre, respondents noted:

1. Additional change rooms to improve gender equity and meet the growing demand for use and the population (24 comments)
2. Dedicated clubroom/clubhouse space to help relieve volunteer workload, increase storage and provide space for club memorabilia displays (18 comments)
3. Lighting upgrades to enhance safety at night, winter sports and playground visibility (17 comments)
4. Improved cricket facilities, including additional cricket practice nets and increased storage (10 comments)
5. General excitement around modernised, updated and new facilities (9 comments).

When asked if there were any other facilities, equipment or infrastructure the community would like to see, respondents indicated:

1. Strong demand for the Community Centre building expansion, particularly a second-storey space to meet growing community needs (11 comments)
2. The playground is a strong focal point, with numerous responses requesting upgrades, fencing, lighting and accessibility improvements (11 comments)
3. A need for improved and practical storage spaces, canteen space and general oval upgrades, particularly among sporting clubs and community groups (10 comments)
4. Spectator comfort is a recurring issue, noting the need for increased shade, seating, water fountains and viewing areas (10 comments)
5. The importance and need for increased parking bays around the reserve and community centre (9 comments)
6. Enhanced lighting for the playground and sporting grounds (8 comments)
7. The need for more water fountains and for them to be spread around the oval (6 comments)
8. Desire for improved barbecue and picnic areas around the reserve (5 comments)
9. The desire for improved soundproofing within the upgraded community centre (4 comments)
10. A permanent, oval-facing canteen facility (4 comments).

When asked if respondents had any additional thoughts or considerations they would like to share with the City regarding Beeliar Reserve and Community Centre, the primary themes were:

1. Parking and safe, accessible pedestrian infrastructure are major concerns that need to be addressed alongside the sporting facilities (17 comments)
2. General sentiment outlining the desire for upgrades to reflect the current and future growth of Beeliar, especially for the cricket and soccer clubs (10 comments)
3. Respondents expressed pride that the reserve is valued as a community hub for sport, family, and the community, but expressed concerns about inadequate planning that may lead to repeating past mistakes (9 comments)

4. Respondents emphasised the need for strong consultation and delivering a well-planned and financially responsible upgrade to the reserve and community centre (7 comments)
5. Respondents reiterated the desire for exclusive use of storage facilities and the clubroom (7 comments).

Feedback Summary - Sporting Groups

Beeliar Spirit Association Football Club - Written Submission

Beeliar Spirit Association Football Club provided a written submission via email prior to the workshop. The key points from their submission are summarised below.

- Concern that multiple clubs will utilise the reserve and Community Centre without adequate infrastructure expansion, with the facility already at capacity and proposed changes likely to further strain resources
- Opposition to dividing the main hall and the inclusion of a kitchen, as this reduces shared flexible space and limits the ability of different clubs to function effectively together
- Lack of provision for additional storage and a dedicated office space in the current design is viewed as unsustainable for clubs operating year-round
- Concern that the proposed lighting upgrades only support one cricket pitch, exclude soccer and broader evening use, and are not considered future-proof
- Increased demand without additional reserve space is expected to deteriorate the playing surface, reduce public access, and negatively impact the safety, scheduling, and viability of the reserve
- Belief that the proposal attempts to fit more into an unfit space, with a call for the City to reassess the project scope and conduct transparent consultation with long-standing, high-volume user groups.

Club Recommendations include:

  - Retain current office footprint with direct external access
  - Maintain full-size playing pitches
  - Level the playing surface to improve safety and usability
  - Do not split the clubhouse with a community kitchen and hireable space, maintaining a full clubhouse for club-exclusive use with essential storage
  - Consider a second-storey multipurpose space for broader community use
  - Install full oval lighting to support expanded use
  - Provide a tiered grandstand with veranda coverage for spectators
  - Limit additional use to junior cricket only due to space constraints
  - Include a looped path around the oval for community benefit.

Beeliar Spirit Association Football Club - Workshop Summary

On 22 July 2025, a face-to-face meeting with the Club President and Vice President of Beeliar Spirit Association Football Club was conducted at the Beeliar Community Centre. The club's feedback is summarised below.

- The draft concept plan does not accommodate two different sporting clubs and a suitable clubroom, as the clubs want to use the clubroom season-wide
- Inclusion of kitchen and storage creates a loss of space that could be better utilised
- Club was excited to have a bigger venue, but does not think the clubroom space has

changed to accommodate the increase in use
- The club is happy with the proposed change rooms
- Concerns that the club cannot grow in capacity with the concept plan that has been presented
- Concerns about the potential operational impacts due to the proposed office space
- Belief within the club that their functional space has decreased
- The club would like to see the operable dividing wall removed and replaced with a solid wall to combat noise disturbances.

Phoenix Beeliar Cricket Club - Written Submission

Both the Phoenix Beeliar Junior and Senior Cricket Clubs provided the feedback summarised below.

How important do you believe each of these concept plan elements are to the community?

Element	Importance
Improved community centre space and functionality	Not at all important
New gender-inclusive changerooms suitable for different sports	Extremely important
Dedicated clubroom space	Extremely important
Upgraded sporting floodlights	Extremely important
Six cricket practice nets	Extremely important
Patio extension on the reserve side of the community centre	Extremely important
Additional access paths into the reserve	Extremely important
Provision of additional water fountains	Extremely important
Improved shelter around the reserve	Extremely important

Do you feel the upgrades to Beeliar Reserve will meet the diverse needs of the community and sporting groups?

No.

What excites you most about the draft concept plan for Beeliar Reserve?

- Six new cricket nets
- Pathway from Beeliar Primary School to the Reserve
- Upgraded lighting as long as it is up to the required standard for night sports
- New storage facility next to the new cricket nets (only if it is for the exclusive use of the cricket clubs)

What concerns do you have about the draft concept plan for Beeliar Reserve?

- The clubroom design does not meet the operational needs of multiple sporting clubs, as these clubs require exclusive use of the clubroom, hall area, kitchen/bar and storage areas
- The space on the water-facing side of the community centre is underused and could be used for office space, storage, meeting rooms or toilets.
- The current plan does not adequately extend the patio area, and suggests a design that includes a retaining wall and tiered seating or steps
- Identifies a chronic parking shortfall during training sessions and gamedays

- Concerned that the renovated community centre may encroach on existing parking, and there are no plans to increase parking availability
- It is unclear if playground lighting is included and highlighted that spectators and families frequently use the playground and urges the inclusion of lighting upgrades across the entire reserve, not just the oval.

Are there any other facilities, equipment or infrastructure you would like to see at Beeliar Reserve in the future?

- Increased shade on the east side of the reserve to improve comfort for sports spectators
- Install additional water fountains on the east side of the reserve
- Extend the patio and retaining wall further up to the path
- Explore options for additional parking options, such as 45-degree angled bays along The Grange
- Provide enhanced lighting for the playground and both ovals/pitches.

Overall, how satisfied are you with the draft concept plan for Beeliar Reserve?

Neutral.

Are there any additional thoughts or considerations you would like to share with the City?

- Clubs require exclusive access to the clubroom, hall, kitchen and storage areas to foster a strong community identity
- Dedicated space is essential for displaying club memorabilia
- Current concept designs do not promote a club-centred environment or a sense of ownership for members and their families
- The clubs are expected to outgrow the proposed space quickly
- A comprehensive and collaborative needs assessment with all clubs is needed to ensure space planning meets shared and individual requirements.

Phoenix Beeliar Cricket Club - Workshop Summary

On 29 July 2025, A face-to-face meeting was conducted with the Club President of Phoenix Beeliar Junior Cricket Club and the Club President of Phoenix Beeliar Senior Cricket Club at the Beeliar Community Centre. The club's feedback is summarised below.

- There is a strong demand for improved lighting and safety at the oval, especially for night training and games
- Additional changerooms, especially for female players, are urgently needed and widely supported
- A dedicated clubroom and improved amenities are essential to club operations, easing volunteer burden and enhancing community use
- The correct upgrades will bring Beeliar Reserve in line with other major community hubs in Cockburn
- Improved shelter and veranda space are essential for clubs and the community to

enhance spectator comfort and experience.

Feedback Summary - Other Key Stakeholder Groups

Meeples, Decks and Dice - Written Submission

- Concern that splitting the main hall into a dedicated clubroom and kitchen will significantly reduce flexible event space and disrupt open layouts relied upon for events.
- Loss of the adjoining commercial kitchen is viewed negatively; the activity room kitchen is considered too small to meet group needs.
- Proposed reduction of the main shared storeroom is problematic, with adequate and well-organised storage seen as essential for operations.
- If the activity area is expanded, internal storage must also increase to support additional requirements.
- Recommendation to incorporate inclusive, multipurpose design features such as adaptable layouts, flexible furniture, accessible power outlets, and sufficient storage.
- Emphasis on ensuring equal access to facilities for non-sporting groups with diverse community needs.
- General appreciation expressed for the consultation process.

Beeliar Primary School - Written Submission

- Strong support for oval upgrades that will benefit both the community and over 400 students who use the space daily, including improved lighting, cricket grounds, a sporting storage shed, and a footpath.
- Continue rotating football and soccer goals to meet the needs of different users.
- Install additional soccer goal sleeves near the basketball courts.
- Support for the proposed footpath along the oval to improve access for prams, bikes, and pedestrians.
- Recommendation to extend the footpath through to the service road near Beeliar Primary School to support daily access and overflow parking.
- Concern regarding the missing footpath connection on The Grange, where the path ends 10-15 metres before the service road, requiring students to walk on the road.
- Suggest extending the path to connect the bus stop with the service road to improve connectivity and safety.

Beeliar Community Association - Written Submission

- Support for the redevelopment vision and recognition of local sporting clubs.
- Strong concern about the removal of the kitchen in the main hall and activity area, noting that a full and functional kitchen is essential for community events, should be of commercial standard, and must be accessible from the main function spaces

- Kitchen in the activity room should be assessed for adequacy, particularly given the room's increased size
- Concern about the proposed reduction in storage spaces, with existing storage considered critical for event equipment such as tables, chairs, and gazebos
- Recommendation to retain or increase current storeroom size and allow more permanent user groups access to dedicated storage
- Support for operable windows with security screens
- Identified the need for upgraded heating, cooling, and improved front entrance access, particularly for people with mobility challenges
- Questions regarding the need for two internal toilets in the activity room due to limited adult privacy, with a suggestion to repurpose one for storage.
- Desire to ensure inclusivity in the final design by maintaining spaces and amenities that serve broader community needs, not only sporting users.
- General appreciation for consultation and a desire for continued dialogue as the project progresses.

Western Australia Cricket Association - Written Submission

How important do you believe each of these concept plan elements are to the community?

Element	Importance
Improved community centre space and functionality	Extremely important
New gender-inclusive changerooms suitable for different sports	Extremely important
Dedicated clubroom space	Extremely important
Upgraded sporting floodlights	Extremely important
Six cricket practice nets	Extremely important
Patio extension on the reserve side of the community centre	Important
Additional access paths into the reserve	Very important
Provision of additional water fountains	Extremely important
Improved shelter around the reserve	Extremely important

Do you feel the upgrades to Beeliar Reserve will meet the diverse needs of the community and sporting groups?

Yes

What excites you the most about draft concept plan for Beeliar Reserve?

Brings the facility and reserve up to the provision requirements we would expect for a home facility

What concerns do you have about the draft concept plan for Beeliar Reserve?

Access to training nets and the proximity to a car park as it is not ideal to drag cricket bags.

Overall, how satisfied are you with the draft concept plan for Beeliar Reserve?

Very Satisfied

Are there any additional thoughts or considerations you would like to share with the City?

WA Cricket is fully supportive of all elements that relate to cricket and encourage the use of community cricket facility guidelines in the detailed design phase.

Next Steps

The City of Cockburn would like to thank the community and key stakeholders for their involvement in the community consultation process for Beeliar Reserve and Community Centre – Phase Two.

Community feedback will be taken into consideration, with next steps, as well as any outcomes or decisions about this project published on the Comment on Cockburn website when available.

For further information, please contact the City of Cockburn at 08 9411 3444 or email comment@cockburn.wa.gov.au.

City of Cockburn
Whadjuk Boodja

9 Coleville Crescent, Spearwood WA 6163,
PO Box 1215, Bibra Lake DC WA 6965
Telephone: 08 9411 3444
Email: Comment@cockburn.wa.gov.au
www.cockburn.wa.gov.au

ABN 27 471 341 209

14.4.2 Grants, Donations and Sponsorship – Recommended Funding Allocations for Round One of the 2025-26 Financial Year

Executive	Director Community and Place
Author	Community Grants Coordinator
Attachments	1. Grants, Donations and Sponsorship - Recommended Funding Allocations - Round One 2025-26 ⇩

RECOMMENDATION

That Council ADOPTS the Grants, Donations and Sponsorship funding allocations for Round One of the 2025-26 financial year, as attached to the Agenda.

Background

At the Ordinary Council Meeting on 12 August 2025, Council approved a grants, donations, and sponsorship budget of $1,955,500 for the 2025-26 financial year.

Round One was open from 18 August 2025 to 26 September 2025, during which a total of 29 applications were received.

12 Donation applications and three Group Sponsorship applications, together with application summaries and Officer recommendations, are submitted for Council's consideration.

Submission

N/A

Report

Donations

Donations are available to support the operating or ongoing expenses of not-for-profit and benevolent organisations that provide direct assistance to disadvantaged and/or vulnerable members of the Cockburn community. This does not include sports clubs, residents' associations, or other special interest groups.

Round One Donation recommendations for Council approval are as follows:

Applicant	Comment	Requested Amount	Recommended Amount
Marine Rescue Cockburn	Fund as requested	$15,000	$15,000
St Vincent De Paul Society (WA) Inc (Yangebup and Spearwood Conferences)	Received $10,000 ($5,000 each) in 2024-25. $13,000 represents a 30% increase in funding compared to last financial year, to support the anticipated increase in service demand.	$15,000	$13,000
The Hub 6163 Inc	Received $12,000 in 2024-25. $15,000 represents a 25% increase in funding compared to last financial year, to support the anticipated increase in service demand and operating costs.	$16,000	$15,000
Dance Ability Performing Arts Kelete Inc (DAPAK)	Fund as requested	$4,500	$4,500
Pineview Community Kindergarten Inc.	Fund as requested	$5,000	$5,000
Friends of the Community Inc.	Fund as requested	$5,000	$5,000
City of Cockburn RSL Sub-Branch	Fund as requested	$15,000	$15,000
Community Collective Hamilton Hill Incorporated	Fund as requested	$5,000	$5,000
Cockburn Community and Cultural Council Inc.	Fund as requested	$10,000	$10,000
Yangebup Family Centre	Fund as requested	$15,000	$15,000
Cockburn Central YouthCARE Council (The Churches Commission on Education Inc)	Fund as requested	$20,000	$20,000
Cockburn Toy Library Inc.	Fund as requested	$8,500	$8,500
Total			**$131,000**

At the Ordinary Council Meeting on 12 August 2025, Council approved a budget allocation of $210,000 for Donations for the 2025-26 financial year.

A total of $131,000 is recommended for Council approval, leaving a balance of $79,000 available for Donations in Round Two scheduled for 9 February 2026 to 20 March 2026.

A summary of the Donation applications and Officer recommendations are below:

Applicant: **Marine Rescue Cockburn**

Requested: $15,000

Recommended: $15,000

Marine Rescue Cockburn (MRC) is a 100% volunteer run organisation under the Department of Fire and Emergency Services (DFES). Its purpose is to ensure the safety of the Cockburn and wider boating community within its area of responsibility, approximately 1,000 square kilometres of ocean, including Cockburn Sound and extending 30 nautical miles beyond.

The group's 50 active volunteers provide 24/7 radio communications, emergency response, and recovery services, year-round. Their operations include day and night searches for missing persons, recovery of kite surfers and kayakers, assisting vessels that are sinking or aground, towing vessels that have broken down or run out of fuel, and responding to medical emergencies such as propeller strikes.

From 1 September 2024 and 31 August 2025, MRC recorded 136 rescue callouts, including 111 non-urgent and 25 urgent incidents, assisting 334 people and returning them safely. Many of these callouts (48%) occurred out of hours or overnight. Volunteers contributed approximately 155 crew hours and 51 vessel hours of rescue time. Thousands of radio registrations and communications are also logged 24 hours a day, 365 days a year, with activity peaking during summer months. MRC maintains a 100% success rate in returning vessels and individuals to safety.

To sustain these services, volunteers undertake extensive ongoing training and skill development, while maintaining equipment and assets to a high operational standard. DFES provides approximately 69% of total operational costs, with the remainder funded through grants, donations, and fundraising.

MRC have previously received funding from the City of Cockburn, as follows:

- 2024 September $15,950 (Donation)
- 2023 September $15,000 (Donation)
- 2022 September $15,000 (Donation)
- 2021 September $12,000 (Donation)
- 2020 September $9,000 (Donation)
- 2019 September $9,000 (Donation)
- 2018 September $9,000 (Donation)
- 2017 September $8,500 (Donation)
- 2016 September $8,500 (Donation)
- 2015 March $8,500 (Donation)
- 2014 March $8,500 (Donation)

- 2011 September $8,500 (Donation)
- 2010 March $8,500 (Donation)
- 2008 September $8,000 (Donation)
- 2007 October $8,000 (Donation)
- 2006 October $6,000 (Donation)

In 2024, MRC received an additional $950 from the City of Cockburn (compared to previous years) to assist with the purchase of a rescue drone, which significantly improved operational safety by enabling the retrieval of people and vessels from shallow reef zones without placing rescue boats or crew members at risk.

The application received an assessment score of 14/18 and provides a valuable service to recreational boaters and other aquatic users such as kite surfers, kayakers, and swimmers.

Recommendation

It is recommended that Council approve a donation of $15,000.

Applicant: St Vincent De Paul Society (WA) Inc - Yangebup and Spearwood Conferences

Requested: $15,000

Recommended: $13,000

The St Vincent de Paul Society (WA) Inc (Vinnies WA) Yangebup and Spearwood Conferences provide essential emergency assistance to people and families in need within the City of Cockburn. Support is delivered primarily through home visitations by volunteers, known as Members, who respond to requests for help with food, clothing, household goods, medical bills, rent, utilities and transport, as well as referrals, advocacy, and emotional support.

Visiting people in their homes, or in safe public locations for those who are homeless, allows volunteers to build trust, understand the underlying challenges clients face and help meet individual needs.

In 2024-25 financial year, a total of 385 individuals received assistance, representing a 31% increase in new clients compared to the previous year.

Support was provided on 1,866 occasions, addressing a wide range of essential needs including food security with 1,123 food parcels and vouchers distributed, which also included Christmas hampers and gifts provided by Mater Christi parishioners and local Catholic schools. Basic living needs were addressed through the provision of 330 items of clothing, bedding and furniture.

Financial relief was offered, with 61 partial or full payments for gas, electricity, and water bills.

Transport needs were met on 170 occasions through vehicle registration assistance, repairs, petrol, and travel vouchers. In cases of severe financial hardship, 38 individuals were referred to financial counselling, while other essential support, such

as white goods, rent, medical expenses, phone bills, and education, was provided on 143 occasions.

During this period, the Conferences conducted 818 home visits, demonstrating their commitment to accessible, person-centred support. Demand for services continues to grow, with more private renters and mortgage owners reaching out for help. It is expected that over 420 households will require assistance in the 2025-26 financial year, compared to 370 households in the 2024-25 financial year. To meet these needs, Vinnies WA rely on a combination of donations, Federal Government funding and Lotterywest Emergency Relief, as well as contributions from the Catholic Church and local schools to supplement shortfalls in essential goods.

Vinnies WA Yangebup Conference have previously received funding from the City of Cockburn, as follows:

- 2024 September $5,000 (Donation)
- 2023 September $5,000 (Donation)
- 2022 September $5,000 (Donation)
- 2021 September $5,000 (Donation)
- 2019 September $5,000 (Donation)
- 2018 September $5,000 (Donation)
- 2017 September $5,000 (Donation)
- 2016 September $5,000 (Donation)
- 2015 September $5,000 (Donation)
- 2014 September $5,000 (Donation)
- 2013 September $5,000 (Donation)

Vinnies WA Spearwood Conference have previously received funding from the City of Cockburn, as follows:

- 2024 September $5,000 (Donation)

The application received an assessment score of 17/18 reflecting the significant impact on those most in need.

Recommendation

It is recommended that Council approve a donation of $13,000 to Vinnies WA, with the allocation between the Yangebup and Spearwood Conferences to be determined by Vinnies WA. This amount represents a 30% increase in funding compared to the previous financial year, to support the anticipated increase in service demand over the next 12 months.

Applicant: **The Hub 6163 Inc**

Requested: $16,000

Recommended: $15,000

The Hub 6163 (the Hub) is a safe, affordable, and accessible community facility, offering programs that promote connection, skill development, and wellbeing. Activities include playgroups, wellbeing and creative workshops, support groups, and community events, delivered free or at low cost to ensure broad accessibility.

The Hub is experiencing significant growth, with many programs fully booked and waiting lists in place. This demonstrates the Hub's role as a vital community resource where people come together to learn, connect, and support one another.

With growth comes the need for increased administration and cleaning hours to ensure the Hub remains safe, welcoming, and well-managed. Rising costs for essential systems such as accounting and website management also add to financial pressure.

While the Hub generates income through venue hire and other activities, expenses continue even during quieter periods, and some revenue sources have decreased, creating further strain on the budget.

Over the past year, the Hub 6163 facilitated more than 1,100 bookings across 80 hirers, including 300 playgroup sessions, 380 Alcoholics Anonymous meetings, 140 counselling sessions, and over 200 wellbeing classes.

The Hub also hosts community celebrations, sewing and knitting groups, and the quarterly Repair Hub, supporting both social inclusion and sustainability initiatives.

Hirers can also use free resources including internet, a data projector, sound equipment, play equipment for children, a BBQ and pizza oven.

Continued and increased funding will allow the Hub to maintain the quality of services that the community depends on, keeping the centre affordable and accessible.

This support ensures diverse groups from playgroups and choirs to support meetings, wellbeing classes, and creative workshops can continue to thrive.

Most importantly, additional funding enables the Hub to help strengthen social networks, reduce isolation, and contribute to a connected, resilient local community.

The Hub has previously received funding from the City of Cockburn, as follows:

- 2024 September $12,000 (Donation)
- 2024 September $1,300 (Small Events Sponsorship) Open Day
- 2023 September $10,000 (Donation)
- 2023 March $2,920 (Cultural Grant)
- 2022 October $,1340 (Small Events Sponsorship)
- 2022 March $8,000 (Donation)
- 2021 August $1,759 (Small Events Sponsorship)
- 2021 March $6,000 (Donation)
- 2020 September $3,055 (COVID-19 Recovery Grant)
- 2020 June $4,485 (COVID-19 Response Grant)
- 2020 March $4,900 (Donation)
- 2019 September $4,991.72 (Community Grant)

The application received an assessment score of 17/18 reflecting the Hubs vital role and impact within the local community.

Recommendation

It is recommended that Council approve a donation of $15,000, which represents a 25% increase in funding compared to the previous financial year, to support the anticipated increase in service demand and operating costs over the next 12 months. The proposed amount is also consistent with funding levels provided to comparable services.

Applicant: **Dance Ability Performing Arts Kelete Inc**

Requested: $4,500

Recommended: $4,500

Dance Ability Performing Arts Kelete Inc (DAPAK) was established in 2015 as a not-for-profit organisation providing dance and music therapy for people with disability. Co-located at Kelete Studio's in Hamilton Hill with Kelete Theatre & Performing Arts Company, the studio is fully accessible, featuring ramps and a wheelchair accessible bathroom. DAPAK offers a safe, inclusive environment where participants can express themselves, develop social skills and friendships, build confidence, engage in physical activity, and perform on stage.

Classes differ from typical dance programs as they incorporate peer interaction, language development, motor skills, coordination, and social emotional growth. By offering inclusive programs, DAPAK educates the wider community about the abilities of people with disability, highlighting their contributions and fostering inclusion.

DAPAK supports approximately 200 individuals weekly, not including their families and support networks. The programs help to reduce social isolation, improve mental and physical health, and strengthen inclusion within the Cockburn community. Public performances have further promoted understanding, pride, and belonging, fostering a more connected and inclusive community.

DAPAK has previously received funding from the City of Cockburn, as follows:

- 2025 March $3,700 (Community Grant)
- 2024 September $4,800 (Donation)
- 2023 September $4,800 (Donation)
- 2022 March $4,800 (Donation)
- 2019 March $4,800 (Donation)
- 2018 March $4,500 (Donation)

The application received an assessment score of 15/18 reflecting the high value and impact of DAPAK's services. The organisation remains committed to providing high-quality, affordable, and accessible programs that empower participants and highlight the talents of people with disabilities, ensuring that everyone has the opportunity to shine.

A donation from the City of Cockburn will assist DAPAK in meeting rising costs, including utilities, insurance, music licensing and advertising. This support will enable the organisation to continue offering affordable, inclusive classes, ensuring ongoing access to programs that foster confidence, social connection, and wellbeing for students with disability.

Recommendation

It is recommended that Council approve a donation of $4,500.

Applicant: Pineview Community Kindergarten Inc

Requested: $5,000

Recommended: $5,000

Pineview Community Kindergarten Inc (Pineview) provides a culturally safe, holistic, and play-based kindergarten program for children in Coolbellup and surrounding suburbs. Approximately 90% of participants are Aboriginal children, many of whom face significant barriers to learning.

Pineview delivers a unique program complemented by a bus service, ensuring children experiencing disadvantage can access quality early education. The kindergarten also provides support for families, linking them to external services such as Child Development Services, NDIS, Communicare, and Foodbank. Additionally, Pineview has introduced weekly homemade hot meals to help ease family burdens.

Up to 20 children attend the program, with approximately 80 individuals including families benefiting annually. Pineview's primary income comes from an annual Department of Education grant, which is approximately $16,000. Previously, Pineview received an annual maintenance contribution from the City of Cockburn under its lease agreement; however, under the new lease commencing 6 May 20204, this arrangement no longer applies, with the City now assuming greater responsibility for building maintenance.

Funding support will enable Pineview to continue providing vital services in a sustainable manner, ensuring both children and families receive the educational, social, and wellbeing benefits of the program.

In addition to the previous annual maintenance contribution Pineview has received funding from the City of Cockburn as follows:

- 2025 March $2,909 (Small Events Sponsorship)
- 2024 September $5,000 (Donation)
- 2024 March $3,000 (Small Events Sponsorship)
- 2019 September $5,000 (Cultural Grant)

The application received an assessment score of 17/18 reflecting that Pineview provides vital services to local children and families, particularly those experiencing disadvantage.

Recommendation

It is recommended that Council approve a donation of $5,000.

Applicant: Friends of the Community Inc

Requested: $5,000

Recommended: $5,000

Friends of the Community Inc (FOC), based at Malabar Park, is a volunteer run organisation providing low-cost food via a mobile food van, with all profits returned to the local community. Since 2006, FOC has focused on supporting individuals and families in Cockburn who are aged, have a disability, special needs, or are experiencing disadvantage.

FOC also delivers a range of initiatives including scholarships for Year 11-12 students to support tertiary education, assistance for primary school students with uniforms and school resources, and provision of essential equipment such as wheelchairs and hydra-lift beds.

In the 2024-25 financial year, FOC awarded 38 high school scholarships and funded two new colleges, supporting students in Years 10-12. Three primary schools also received assistance, with 40 students supported to date.

Beyond education, FOC contributes to community health and well-being through donations to causes such as Walking and Cycling Against Cancer, the Royal Flying Doctor Service, Walk the Night, Jock N Sox for homeless men, and Dignity Bags for people experiencing homelessness.

These initiatives bridge critical funding gaps and ensure vulnerable community members have opportunities to thrive.

FOC also organises the annual Manning Park Trail Run, with funds raised donated to local charities and community programs.

FOC has established strong local partnerships and continues to address growing demand for support.

FOC has previously received funding from the City of Cockburn, as follows:

- 2024 September $5,000 (Donation)
- 2022 September $2,000 (Donation)
- 2021 March $4,800 (Donation)
- 2020 September $3,000 (COVID-19 Recovery Grant)
- 2020 March $3,660 (Community Grant)
- 2018 September $2,000 (Donation)
- 2018 March $2,000 (Donation)
- 2017 March $2,000 (Donation)
- 2015 March $2,000 (Donation)
- 2014 March $2,000 (Donation)
- 2013 March $2,160 (Donation)
- 2011 September $1,300 (Donation)
- 2010 March $1,799 (Community Grant).

The application received an assessment score of 16/18 demonstrating the value of the services FOC provides to the local community.

Funding from the City of Cockburn will help maintain programs that empower individuals, promote inclusion, and enhance community wellbeing across Cockburn.

Recommendation
It is recommended that Council approve a donation of $5,000.

Applicant: City of Cockburn RSL Sub-Branch (The Returned and Services League of Australia WA Branch Inc)

Requested: $15,000

Recommended: $15,000

The City of Cockburn RSL Sub Branch (Cockburn RSL) plays a vital role in supporting veterans, serving Defence Force members, and their families. Through welfare, advocacy, commemorative, and educational activities, Cockburn RSL provides an essential link between the veteran community and the broader City of Cockburn community.

Cockburn RSL currently has 342 members and offers a welcoming, compassionate, and understanding environment for service personnel, veterans, and their families. It serves as a place of connection and support, providing welfare assistance, social interaction, and advocacy services. Many of these individuals are considered vulnerable or disadvantaged, often requiring help with welfare, mental health, or pension and compensation claims.

Cockburn RSL operates a Veterans' Advocacy Hub, where trained RSLWA welfare and advocacy officers assist veterans with claims and provide immediate short-term support where needed. This service is an essential welfare link for the growing number of veterans residing in the City of Cockburn. With Defence expansion expected at Garden Island, the need for such services is anticipated to increase further. Cockburn RSL is in the process of expanding the Veterans' Hub to better meet this demand.

In addition to its welfare work, Cockburn RSL is engaged in the community through the delivery of numerous commemorative events. Each year, Cockburn RSL organises and conducts services including the Bombing of Darwin, ANZAC Day (Dawn Service and March), the ANZAC Youth Parade, and commemorations for the Korean, Vietnam, Malaysia, and Borneo conflicts, as well as the Westralia disaster, Police Remembrance Day, and Remembrance Day on 11 November.

These events are attended by veterans, Defence personnel, elected members of the City of Cockburn, State and Federal representatives, and members of the public. The 2025 ANZAC Day Dawn Service attracted an estimated 7,000 to 8,000 people, demonstrating the strong community respect and engagement with these services. While some funding for ANZAC Day is provided by RSLWA, it does not cover the full costs associated with running these significant community events. Additional financial assistance is required to continue delivering these high-quality, inclusive ceremonies.

Cockburn RSL also maintains a strong focus on youth and education. It actively collaborates with local schools to promote awareness of the ANZAC legacy, providing veteran guest speakers for ANZAC and graduation services. Participation in these programs continues to grow, with 33 local schools taking part in the 2025 ANZAC Youth Parade. In addition, 19 schools within the City of Cockburn received a $50 contribution from Cockburn RSL to support Year 6 graduation awards. Members of the Cockburn RSL attend these ceremonies, reinforcing the connection between the veteran community and younger generations.

The City of Cockburn community benefits significantly from the ongoing presence and visibility of Cockburn RSL. Its involvement in major civic commemorations, school events, and fundraising activities such as the annual Poppy Appeal at local shopping centres strengthens community pride and supports veterans and their families directly through welfare initiatives.

The work of Cockburn RSL embodies the ANZAC spirit of service, remembrance, and community. Through its welfare programs, advocacy services, educational outreach, and commemorative events, it ensures that the sacrifices of Australian service men and women continue to be recognised and honoured. Continued support from Council will help Cockburn RSL meet the increasing needs of the veteran community and maintain the high standard of events and services valued by the City of Cockburn community.

The primary income sources for Cockburn RSL, excluding grants and donations are membership payments, bar income, raffles, and meal sales.

Cockburn RSL has previously received funding from the City of Cockburn, as follows:

- 2024 September $15,000 (Donation)
- 2023 September $850 (Community Grant) New Freezer
- 2023 September $15,000 (Donation)
- 2022 September $10,000 (Donation)
- 2021 September $10,000 (Donation)
- 2020 September $10,000 (Donation)
- 2020 June $2,500 (COVID-19 Response Grant)
- 2019 September $10,000 (Donation)
- 2018 September $10,000 (Donation)
- 2017 September $10,000 (Donation)
- 2016 September $10,000 (Donation)
- 2015 September $10,000 (Donation)
- 2014 September $10,000 (Donation)
- 2013 September $10,000 (Donation)
- 2012 September $10,000 (Donation)
- 2011 September $8,000 (Donation)
- 2010 September $8,300 (Donation)
- 2009 September $8,000 (Donation)
- 2008 September $8,000 (Donation)
- 2007 October $8,000 (Donation)
- 2007 March $7,500 (Donation)

The application received an assessment score of 14/18 reflecting its demonstrated value to the community and the strength of its ongoing programs.

Recommendation

It is recommended that Council approve a donation of $15,000.

Applicant: Community Collective Hamilton Hill Incorporated

Requested: $5,000

Recommended: $5,000

Community Collective Hamilton Hill Incorporated (CCHH) was established in February 2025 as an incorporated not-for-profit organisation. The group is currently applying for a WA Charitable Collections Licence and operates from the Southwell Community Centre at 8 Caffery Place, Hamilton Hill, under a free seven-year lease provided by the City of Cockburn.

The City has also waived the group's rates for 2025, allowing CCHH to focus its limited funds on supporting the local community. The current operating costs incurred are for waste collection, transport, and utilities.

CCHH runs a free open pantry, offering food and essential household goods to people in need across Hamilton Hill and surrounds.

The pantry is open seven days a week, from 12.30pm to 1.30pm, and provides fresh fruit and vegetables, bread and bakery goods, frozen meals and groceries, household essentials and emergency food and Christmas hampers. Food is stored on site in fridges, freezers, and shelving, ensuring that fresh produce and meals are available to anyone who needs them.

The service is entirely run and managed by 16 volunteers who collect donated food daily from local supermarkets and bakeries, handle food distribution, cleaning, storage, and waste management. The team also hosts four free community dinners each year, known as "Hami Eats". These events bring together 80-120 people each time for a shared meal, fostering connection and belonging. So far this year, over 500 people have attended the dinners.

CCHH does not require clients to present concession or healthcare cards. The service is open to all, ensuring no barriers to access.

Since opening the pantry in February 2025, the demand has grown rapidly. Between May and August 2025, CCHH assisted 9,792 individuals, with monthly attendance rising from 2,207 people in May to 2,861 in August.

On average, between 2,000 and 2,600 people visit the centre each month to collect food and essentials. Many are pensioners, families, or people experiencing homelessness and financial hardship. The pantry's central location makes it accessible by public transport, bicycle or on foot, an important factor for people who cannot afford a car or fuel.

The Freo Street Doctor (Black Swan Health) visits one morning each week, providing free medical care to those who might otherwise go without. The demand for this service is so high that clients are often turned away due to limited capacity.

City of Cockburn Financial Counsellors also use the centre to meet with clients, offering advice and advocacy on managing debt, budgeting, and accessing financial support.

Together, these partnerships help address the broader challenges facing many residents, including poverty, housing insecurity, unemployment, mental health issues and illness.

A $5,000 contribution from Council would ensure that the pantry can continue operating and expanding. This funding would keep fridges running, vehicles on the road, food safely stored, and bins collected. It would also allow CCHH to increase its capacity from the current 2,200 people per month to over 3,000 people per month, meeting the growing demand in the community.

At present, the organisation is already operating at 300% above its initial expectations, reflecting both the level of need and the dedication of its volunteers.

CCHH has previously received funding from the City of Cockburn, as follows:

- 2025 March $3,000 (Community Grant)

The application received an assessment score of 17/18 reflecting its exceptional value to the community.

Recommendation
It is recommended that Council approve a donation of $5,000.

Applicant: Cockburn Community and Cultural Council Inc

Requested: $10,000

Recommended: $10,000

Cockburn Community and Cultural Council (CCCC) was established in 1974 and currently operates from the Old Council Chambers in Hamilton Hill.

Regular user groups include ArtzPlace (50 members), Wednesday Ledger Painters (25 members), and a Keep Fit Group (15-20 participants). These groups meet weekly and contribute to social connection, creative engagement, and community wellbeing.

A Youth Arts Exhibition held annually at Memorial Hall (August 2025) is one of CCCC's flagship events, providing a platform for young artists from local schools to showcase their work publicly.

In 2025, ten local schools participated, with an estimated 1,000-3,000 attendees, including students, teachers, families, and community members. Each school received a $200 grant to assist with transport or equipment hire, ensuring participation was inclusive and equitable.

This event inspires young people to explore the arts while strengthening school and community engagement with local culture.

An annual Arts and Craft Exhibition celebrates the creativity of local artists and craftspeople. Held each October now at Memorial Hall, the event attracts around 350 visitors and provides valuable exposure and sales opportunities for local creators. Entry is by gold coin donation, with proceeds contributing to the ongoing sustainability of the organisation.

In addition to its exhibitions, CCCC provides low-cost venue and equipment hire to local community and not-for-profit groups, supporting a range of arts, cultural, and wellbeing activities. These programs offer important opportunities for social inclusion and creative expression, particularly for seniors and people with disability who rely on accessible community spaces.

CCCC has previously received funding from the City of Cockburn as follows:

- 2025 September $10,000 (Donation)
- 2024 March $4,000 (Cultural Grant for 50th Anniversary Arts and Crafts Exhibition)
- 2023 September $10,000 (Donation)
- 2022 September $10,000 (Donation)
- 2021 September $10,000 (Donation)
- 2021 March $3,000 (Fremantle Ports Cockburn Community Projects Fund Grant)
- 2020 September $10,000 (Donation)
- 2019 September $10,000 (Donation)
- 2019 May $3,000 (Alcoa Cockburn Community Projects Fund)
- 2018 September $10,000 (Donation)
- 2018 March $2,000 (Fremantle Ports Cockburn Community Projects Fund Grant)
- 2017 September $9,000 (Donation)
- 2017 March $9,000 (Fremantle Ports Cockburn Community Projects Fund Grant)
- 2016 September $9,000 (Donation)
- 2016 March $2,000 (Fremantle Ports Cockburn Community Projects Fund Grant)
- 2015 September $9,000 (Donation)
- 2015 March $3,000 (Fremantle Ports Cockburn Community Projects Fund Grant)
- 2014 September $9,000 (Donation)
- 2014 March $1,200 (Donation)
- 2013 September $9,000 (Donation)
- 2012 September $9,000 (Donation)
- 2011 September $9,000 (Donation)
- 2010 September $9,000 (Donation)
- 2009 September $8,600 (Donation)
- 2008 September $8,000 (Donation)
- 2007 October $8,000 (Donation)
- 2006 October $7,500 (Donation)

The application received an assessment score of 13/18. While engagement from the broader arts community is limited, CCCC provides an important service to residents through affordable access to creative programs, particularly for older adults and people living with disability.

Recommendation

It is recommended that Council approve a donation of $10,000.

Applicant: Yangebup Family Centre Inc

Requested: $15,000

Recommended: $15,000

The Yangebup Family Centre (YFC) was established in 1992 to promote connection and wellbeing in the local community. Serving as a cultural hub, the centre provides a warm and welcoming environment where all community members can embrace diversity and belonging. YFC is community-led and driven, building on the strengths of its residents through activities, programs, networks, partnerships, events, and initiatives.

YFC facilitates place-based, grassroots community development that connects and empowers people to volunteer. Over 75 volunteers contribute to governance, program delivery, administration, social media and marketing, grant applications, capacity building, events, and community initiatives, with their collective contribution valued at over $165,000 annually.

YFC has fostered strong connections with the Yangebup community and surrounding areas for over 33 years. Through these relationships, the centre builds capacity by empowering individuals, families, and community groups, supporting over 500 regular attendees. YFC provides a meeting place for 13 recurring groups and hosts a wide range of workshops, events, and initiatives that reflect the evolving needs of the community.

In the past 12 months, YFC delivered 30 community activities with over 320 sessions, engaging more than 30,000 participant interactions. YFC's crèche, established in 2002, supported over 140 activities, providing affordable care so parents could participate safely. Childcare programs, including Pre-Kindy and Occasional Care, offered 244 sessions with 3,802 participant interactions, giving families flexible and affordable early learning options.

YFC's Food Connections program provides free lunches for over 600 people when the Mobile Foodbank truck attends on Mondays. Additionally, YFC hosted six Yangebup Community Eats events, welcoming over 900 attendees, and delivered nine sustainability workshops with 124 participants. The Diverse Women's Group has also been actively meeting at the Centre in 2025. YFC has established a Reconciliation Action Plan (RAP) Working Group and authored its first RAP plan, demonstrating a commitment to inclusivity and cultural awareness.

YFC partners with local schools to provide the Transition to School programs and offers free sessions in local parks, supporting families and children in preparing for school and fostering community engagement. YFC's programs respond to ongoing economic and social pressures, including rising costs of living, housing shortages, and increasing social isolation. By providing accessible programs and social connections, YFC promotes mental health, wellbeing, and a sense of belonging within the community.

YFC uses an asset-based approach, focusing on community members' strengths, encouraging participation, and fostering networks and leadership development. Volunteers are empowered to take active roles in the community, contributing to lasting positive impacts on their lives and families. YFC also supports local initiatives, such as assisting the Yangebup Progress Association to establish and maintain a new committee, reflecting the Centre's ongoing commitment to community leadership and development.

YFC has a strong financial position, with most revenue from fee-for-service programs and facility hire, supplemented by State Government funding through the Department of Communities, including provision of the premises for place-based programs. Partnerships and significant in-kind contributions from volunteers, staff, and community members enhance service delivery.

A donation from the City of Cockburn supports parents with young children, promotes social connections and volunteerism, develops new skills, and enables programs such as Food Connections, providing free lunches via the mobile foodbank. These services primarily assist vulnerable, disadvantaged, FIFO, and low-income families. With 5.5 FTE staff and over 75 volunteers, YFC delivers outstanding value for money through a wide range of weekly programs.

YFC has previously received funding from the City of Cockburn, as follows:

- 2025 March $3,355 (Community Grant)
- 2024 September $15,000 (Donation)
- 2024 April, $4,000 (Sustainability Grant)
- 2023 September $15,000 (Donation)
- 2023 March $4,995 (Cultural Grant)
- 2022 March $4,844 (Community Grant)
- 2022 September $13,125 (Donation)
- 2021 September $13,125 (Donation)
- 2021 May $3,000 (Community Grant)
- 2020 September $13,125 (Donation)
- 2020 September $4,800 (COVID-19 Recovery Grant)
- 2020 May $4,000 (Sustainability Grant)
- 2019 September $13,125 (Donation)
- 2018 August $11,776 (Auspice for Cockburn Creates)
- 2018 March $3,603 (Sustainability Grant)
- 2017 September $12,000 (Donation)
- 2017 March $2,000 (Community Grant)
- 2016 September $12,000 (Donation)
- 2015 September $12,000 (Donation)
- 2015 August $1,637 (Donation for Health Nurse Clinic)
- 2015 March $2,500 (Sustainable Events Grant)
- 2014 September $12,000 (Donation)
- 2013 September $9,500 (Donation)
- 2013 September $3,025 (Alcoa Project Grant)
- 2012 September $7,000 (Donation)
- 2011 September $5,000 (Donation)

- 2010 September $5,000 (Donation)
- 2009 September $5,000 (Donation)
- 2008 September $5,000 (Donation)
- 2007 October $5,000 (Donation)
- 2006 October $5,000 (Donation)

The application received an assessment score of 17/18 reflecting YFC's comprehensive range of services and support for the local community, particularly for those most disadvantaged.

Recommendation:

It is recommended that Council approve a donation of $15,000.

Applicant: Cockburn Central YouthCARE Council (The Churches Commission on Education Inc)

Requested: $20,000

Recommended: $20,000

Cockburn Central YouthCARE (CCYC) provides coordinated chaplaincy services across Lakeland Senior High School, Atwell College, and Hammond Park Secondary College, supporting the wellbeing, resilience, and engagement of over 2,300 students, 370 staff, and their families. Chaplains deliver evidence-based, practical, and compassionate support through one-on-one sessions, small group programs, mentoring, cultural celebrations, breakfast clubs, and wellbeing activities tailored to each school's needs.

At Lakeland Senior High School, chaplain services operate five days per week, addressing disengagement, family conflict, and socio-economic barriers. At Atwell College, the chaplain services are provided four days per week, focusing on resilience, peer conflict resolution, and mental health awareness.

At Hammond Park Secondary College, chaplaincy is delivered three days per week, supporting students with anxiety, identity, and relationship challenges. Chaplains are integrated within the schools' student services teams, facilitating referrals, interventions, and broader community support when required.

During 2024-2025 financial year, chaplains recorded 729 formal conversations with students, addressing key issues: mental health and wellbeing 35%, school concerns 26%, peer relationships 19%, family relationships 8%, grief and loss 5%.

They delivered 373 values-based education programs, these included 246 social and emotional learning sessions, 64 physical programs, 45 mental health programs, 18 community service and leadership programs.

Assisted by 44 community volunteers, chaplains served 2,996 breakfast club meals, supporting nutrition, learning outcomes, and stronger school and family connections.

CCYC delivers pastoral care to 18 schools within the City of Cockburn. While supported by the Commonwealth and State Governments through the National

School Wellbeing Program (NSWP), this funding alone does not meet growing student and family needs.

The City of Cockburn's contribution is therefore vital, enabling the continuation of these essential services, particularly for vulnerable, disadvantaged, or at-risk students, and strengthening wellbeing and connectedness across the school communities.

Funding of $20,000 in 2024 supported chaplaincy at the three local secondary schools where wellbeing needs are greatest. CCYC has a strong record of effective service delivery with measurable outcomes for students, staff, and families.

CCYC has previously received funding from the City of Cockburn, as follows:

- 2024 September $20,000 (Donation)
- 2023 September $20,000 (Donation)
- 2022 September $20,000 (Donation)
- 2021 March $3,000 (Donation)
- 2021 September $20,000 (Donation)
- 2020, September $20,000 (Donation)
- 2019 September $20,000 (Donation)
- 2018 September $20,000 (Donation)
- 2017 September $20,000 (Donation)
- 2016 September $20,000 (Donation)
- 2015 September $13,000 (Donation)
- 2014 September $48,100 (Donation)
- 2013 March $24,000 (Donation)
- 2012 March $9,450 (Donation)
- 2011 March $9,000 (Donation)
- 2010 March $11,600 (Donation)
- 2008 September $9,000 (Donation)
- 2007, October $9,000 (Donation)
- 2006 October $9,000 (Donation)

The application received an assessment score of 17/18 demonstrating the significant benefits of CCYC chaplaincy services for local students, their parents, carers, and teachers.

Recommendation:

It is recommended that Council approves a donation of $20,000.

Applicant: Cockburn Toy Library Inc

Requested: $8,500

Recommended: $8,500

Cockburn Toy Library is a not-for-profit, volunteer run organisation providing affordable access to a diverse range of toys, puzzles, and games for children aged 0-8 years, with some members borrowing for children up to 13 years.

Its mission is to support early childhood development, family wellbeing, and community engagement by offering toys that promote motor skills, creativity, and social interaction, while reducing financial strain on families.

Funding received from the City of Cockburn in 2024 was vital in covering key expenses, including insurance, wages for part-time toy librarians, hall hire at Atwell, utilities, and stationery. And a peppercorn lease at the Coolbellup premises also allows membership fees to remain affordable, ensuring families can continue accessing toys during the ongoing cost-of-living crisis.

In the 2024-2025 financial year, Cockburn Toy Library served over 190 member families, supporting children primarily aged 1-4 years.

Members borrowed a total of 25,890 toys, a significant increase from 15,158 the previous year, demonstrating the ongoing demand. Volunteers, including 18 community members and students from Atwell and Leeming Senior High Schools, supported operations with many volunteers having disabilities, reflecting the library's commitment to inclusivity.

The library functions as a community hub, fostering connections among families, carers, and volunteers. Collaborations with Atwell College, Toy Libraries Australia, and the City of Cockburn's Waste Education Team enabled toy swaps and events promoting sustainability, reuse, and community engagement.

Membership remains affordable, with standard rates at $50 for six months or $80 annually. Concession rates for Health Care Card or Carer Card holders, and the Active Plus membership ($45 for 12 months for families who can commit to ten roster duties per year), ensure access for vulnerable families. The toy collection also includes resources for children with disabilities and diverse cultural backgrounds, creating an inclusive environment.

Overall, Cockburn Toy Library provides direct support to over 500 individuals, including children, parents, grandparents, and other carers, while indirectly benefiting the wider community through toy swaps and volunteer engagement. Its services enhance childhood development, reduce financial strain, and promote sustainability, inclusivity, and community connectedness in Cockburn.

Cockburn Toy Library has previously received funding from the City of Cockburn as follows:

- 2024 September $8,000 (Donation)
- 2023 September $7,000 (Donation)
- 2022 September $7,000 (Donation)
- 2021 September $7,000 (Donation)
- 2020 September $3,500 (COVID-19 Recovery Grant)
- 2020 September $7,000 (Donation)
- 2019 September $7,000 (Donation)
- 2018 September $6,000 (Donation)
- 2017 September $6,000 (Donation)
- 2016 September $6,000 (Donation)
- 2015 September $4,000 (Donation)
- 2014 September $4,000 (Donation)
- 2013 September $4,000 (Donation)
- 2012 September $4,000 (Donation)
- 2011 September $4,000 (Donation)
- 2008 March 2008 $2,000 (Community Grant)
- 2003 March 2003 $1,283 (Community Grant).

This year, Cockburn Toy Library are requesting an additional $500, increasing the total grant request to $8,500. This increase is driven by several factors. Firstly, the 3.5% increase in modern award wages that came into effect in July 2025 has directly impacted staffing costs, particularly the wages of the part-time Toy Librarians. Secondly, insurance costs have risen significantly, reflecting broader economic pressures experienced across the sector.

The additional funding will also enable the Library to continue supporting the most vulnerable families in Cockburn by keeping membership fees low despite rising costs. While they have made significant efforts to fundraise through events such as Bunnings sausage sizzles, photo shoots, and chocolate sales, many member families find it difficult to volunteer extra hours due to their ongoing commitments to running the Toy Library. The ongoing cost-of-living crisis has further reduced families' capacities to contribute financially, making grant funding essential to sustaining these vital services.

The application received an assessment score of 17/18 and demonstrated a direct benefit to local families.

Recommendation:

It is recommended that Council approves a donation of $8,500.

Group Sponsorship

Group Sponsorship is a mutually beneficial arrangement where the City of Cockburn provides financial support for significant events, activities, services, or endeavours, in exchange for public recognition. This partnership not only enhances community value but also serves as an investment in recognition opportunities that promote the long-term interests of both the City of Cockburn and its beneficiaries.

Sporting teams/clubs can only apply if they are representing at a national or international level event at which they have been selected based on their endeavours in their chosen activity or, hosting a sporting event or activity in the City of Cockburn that is of state, national or international significance that will add value to the City of Cockburn.

Round One Group Sponsorship recommendations for Council approval are as follows:

Applicant	Comment	Requested Amount	Recommended Amount
Nepali Association of Western Australia Inc	Maximum $5,000, as an audited financial statement has not been provided.	$20,000	$5,000
Cockburn Masters Swimming Club Inc	As requested.	$18,500	$18,500
The Australian Association for Environmental Education WA Chapter	As requested.	$8,695	$8,695
Total			**$32,195**

At the Ordinary Council Meeting on 12 August 2025, Council approved a budget allocation of $90,000 for Group Sponsorship for the 2025-26 financial year.

A total of $32,195 is recommended for Council approval, leaving a balance of $57,805 available for Group Sponsorship in Round Two scheduled for March 2026.

A summary of the Group Sponsorship applications and Officer recommendations are below:

Applicant: Nepali Association of Western Australia (NAWA) Inc

Proposal: NAWA Holi MoMo Festival 2025 "Supporting"

Requested: $20,000

Recommended: $5,000

The Nepali Association of Western Australia (NAWA) is an independent, non-profit organisation established in 2005 to support people of Nepali origin and their families in Western Australia. NAWA's mission is to build a strong, supportive community by promoting Nepali culture, heritage, and values, while fostering goodwill between Australia and Nepal.

Today, NAWA proudly represents over 300 members and continues to grow alongside the rapidly expanding Nepali community in Western Australia. Through its activities, NAWA brings people together, preserves cultural traditions, and contributes to the multicultural fabric of the region.

NAWA is seeking support from the City of Cockburn to deliver the Holi and MoMo Festival 2026, scheduled for 1 March 2026 at Manning Park Soundshell and Grove of Trees, Hamilton Hill. This vibrant, family-friendly festival will celebrate Holi, the Nepali festival of colours, alongside Nepal's iconic MoMo dumplings, creating a joyful space for cultural exchange, connection, and community celebration.

The event is designed to be inclusive, welcoming people of all ages, backgrounds, and cultures, providing an opportunity for families, students, young people, and residents to come together in a safe and engaging environment.

The festival will feature a variety of activities, including a Holi Colour Celebration where attendees can enjoy playful colour throwing, traditional and multicultural performances, live music, and interactive entertainment.

A dedicated Kids' Zone will offer games, face painting, and family-friendly activities, while a diverse food festival will highlight Nepali cuisine alongside other international offerings. Community stalls will provide access to local resources, services, and information, strengthening connections and promoting wellbeing within the community.

The Holi and MoMo Festival 2026 will not only celebrate Nepali culture but also foster multicultural understanding and social cohesion. With an anticipated attendance of around 1,500 people, the festival will encourage interaction between community members from diverse cultural and social backgrounds, reducing social isolation and building a sense of belonging.

It will activate Manning Park as a vibrant, safe, and welcoming space, providing a platform for families, young people, and multicultural communities to connect, learn, and celebrate together.

The City of Cockburn will receive extensive recognition through event branding, media coverage, and engagement opportunities. Its support will be highlighted on all event materials, digital platforms, stage signage, and through live announcements, showcasing the City as a champion of multiculturalism, inclusion, and vibrant community life.

Representatives from the City will have the opportunity to engage directly with attendees, delivering speeches and distributing information, reinforcing connections with the community.

By funding the Holi and MoMo Festival 2026, the City of Cockburn will help create a memorable, inclusive, and culturally enriching experience that celebrates diversity, strengthens community pride, and promotes a connected, active, and welcoming environment for all residents.

NAWA has previously received funding from the City, as follows:

- 2025 March $2,673 (Community Grant)

This application received an assessment score of 17 out of 21. While the event is supported, funding is capped at $5,000 due to the applicant being unable to provide an audited financial statement, as required by the grant guidelines.

Recommendation:

It is recommended that Council approve group sponsorship of $5,000, conditional upon NAWA receiving alternative funding sources to deliver the event.

Applicant: Cockburn Masters Swimming Club Inc

Proposal: 30th Anniversary Coogee Jetty to Jetty Swim "Major Event Partner"

Requested: $18,500

Recommended: $18,500

The Coogee Jetty to Jetty Swim is WA's premier community ocean swimming event, attracting over 1,300 participants of all ages and abilities. Family focused and inclusive, the event offers three race distances: 250m Try-It, 750m Splash, and 1500m Classic, alongside a beach walk, Kidzone activities, and a community breakfast.

The Club's mission is to "give back" to the local community by providing a safe, fun, and memorable experience.

The 2026 event marks the 30th anniversary and will feature special commemorative medals for all participants, incorporating the City of Cockburn's logo. The event is organised by an experienced volunteer committee and has a long-standing history of delivering events on budget.

The impact of this event includes broad participation from children, families, young people, and older adults, showcasing Coogee Beach and Woodman Point as community assets, engaging local businesses, clubs, and volunteers, promotes health, safety, and family-friendly activity, cross promotes other local events, including Coogee Live.

Benefits for the City of Cockburn include exclusive naming rights for the Community Breakfast, Kidzone, and souvenir medal ribbons, logo placement on medals, finish line, backdrop, posters, flyers, caps, and promotional materials, opportunities for on-site promotion, social media, and web coverage, Mayor's participation in presentations and speeches, complimentary entries and promotional engagement with attendees.

In summary, funding the Coogee Jetty to Jetty Swim 2026 will deliver a safe, inclusive, and iconic community event that strengthens local pride, encourages active participation, and maximises the City's visibility as a major partner in celebrating 30 years of this much-loved event.

Cockburn Masters Swimming Club has previously received funding from the City of Cockburn, as follows:

- 2025 Small Events Sponsorship - Christmas 10K Swim, $3,000
- 2024 September $14,000 (Group Sponsorship)
- 2024 Small Events Sponsorship - Christmas 10K Swim, $3,000
- 2023 September $13,000 (Group Sponsorship)
- 2023 Small Events Sponsorship - Christmas 10K Swim, $3,000
- 2022 September $11,000 (Group Sponsorship)
- 2022 Small Events Sponsorship - Christmas 10K Swim,
- 2021 September $17,000 (Group Sponsorship-25th anniversary event in 2022)
- 2021 August $3,000 (Small Events Sponsorship-Christmas 10K Swim)
- 2020 September $11,500 (Group Sponsorship)
- 2020 July $3,000 (Small Events Sponsorship, Christmas 10K Swim)
- 2019 September $13,000 (Group Sponsorship)
- 2019 August $7,660 (Freo Ports Partnership, Christmas 10K Swim)
- 2018 September $12,500 (Group Sponsorship)
- 2018 August $7,675 (Alcoa Partnership, Christmas 10K Swim)
- 2017 September $12,500 (Group Sponsorship)
- 2016 September $12,500 (Group Sponsorship)
- 2015 September $10,000 (Group Sponsorship)
- 2014 September $10,000 (Group Sponsorship)
- 2013 September $10,000 (Group Sponsorship)
- 2012 March 2012 $10,000 (Group Sponsorship)
- 2011 September $10,000 (Group Sponsorship)
- 2010 September $3,500 (Group Sponsorship)
- 2009 September $2,000 (Group Sponsorship)
- 2007 October $1,000 (Group Sponsorship).

This year, the funding request is for $18,500, which is $4,500 more than the previous year, as additional funds will contribute to one-off 30th anniversary medals.

The application received an assessment score of 20/21.

Recommendation:

It is recommended that Council approve group sponsorship of $18,500 to support the 30th Anniversary of the Coogee Jetty to Jetty Swim.

Applicant: The Australian Association for Environmental Education WA Chapter (AAEEWA)

Proposal: 13th World Environmental Education Congress Wetlands Centre Cockburn Forum "Official Sponsor"

Requested: $8,695

Recommended: $8,695

For over 40 years, the AAEEWA has worked with government and non-government organisations in the interests of quality environmental education. The WA Chapter is unique, involving a broad cross-section of environmental educators from diverse areas such as schools, government agencies, industry, universities, technical and further education centres, zoos, museums, parks and reserves, environmental education centres and community and conservation groups.

They secure sponsorship, grants, and partnerships to develop and deliver events, programs, and forums inclusive of First Nations voice. The AAEEWA Chapter advocate for quality environmental education with local and state government bodies in support of our memberships concerns.

The Wetlands Centre Cockburn Forum will be held in September 2026 as part of the 13th World Environmental Education Congress (WEEC), an international event attracting delegates from more than 30 countries. As one of several "On Country Activation" locations across Western Australia, the Cockburn Wetlands Precinct has been selected to showcase leading examples of wetland restoration, community partnerships and environmental education.

Approximately 150 delegates will visit the precinct to experience how the City of Cockburn, community groups and Noongar educators have worked together to protect and restore local wetlands.

The Forum program will include guided walks, presentations and interactive activities highlighting the history of the Wetlands Centre, the work of the WA Wildlife Hospital, and the City's innovative approaches to biodiversity protection and youth engagement. The event will also feature Noongar-led sessions focusing on cultural knowledge and connection to Country, as well as displays by Cockburn youth groups presenting their environmental projects.

Through its sponsorship, the City of Cockburn will receive extensive recognition and media exposure. This includes logo inclusion on all promotional materials, the WEEC website, social media, flyers, posters, and programs, as well as signage and banners displayed at the Wetlands Centre. The City will also have the opportunity to provide information for delegate packs, display City signage, and negotiate discounted booth rates at the WEEC Conference Centre. City staff who are AAEEWA Chapter members will receive reduced delegate registration fees. The partnership provides a valuable opportunity to highlight Cockburn's leadership in sustainability, environmental education, and community collaboration to an international audience.

AAEEWA has previously received funding from the City, as follows:

- 2025 March $2,590 for the Little Green Steps (LGSWA) Program (Small Events Sponsorship)
- 10 August 2023, OCM a new three-year agreement was endorsed with AAEEWA to continue delivering the Little Green Steps (LGSWA) program from (2023-2026) with the following terms: $33,657.60 for the 2023-24 financial year (ex GST), 2024-25 and 2025-26 ($36,130) financial years to include CPI and superannuation adjustments, as applicable, plus GST and retention of current accommodation arrangements for the Education Officer, including a workspace, internet access, and use of a computer.
- 2015 to 2023 the City and AAEEWA entered into a series of two-year agreements for delivery of the Little Green Steps (LGSWA) program.

The application received an assessment score of 17/21 reflecting strong alignment with the City's strategic objectives for community engagement, environmental stewardship and youth participation.

Recommendation:
It is recommended that Council approve group sponsorship of $8,695.

Strategic Plans/Policy Implications

Community, Lifestyle & Security
A vibrant healthy, safe, inclusive, and connected community.
• A safe and healthy community that is socially connected.
• Accessible and inclusive community, recreation and cultural services and facilities that enrich our community.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

At the Ordinary Council Meeting on 12 August 2025 Council approved a budget of $1,955,500 for grants, donations, and sponsorship for 2025-26 financial year.

The donation and sponsorship recommendations for Council approval are within budget allocations for the respective grant programs (refer Attachment 1).

Legal Implications

N/A

Community Consultation

Community consultation was not required to deliver 2025-26 financial year-Round One, grants, donations, and sponsorship program. However, to encourage community participation the following mediums were used for the promotional campaign:

- One media release in the Perth Now Cockburn
- Several City of Cockburn Facebook promotional posts.
- Promotion to local community groups via Community Development's e-newsletter, Facebook, email, networking, and meetings.
- Promotion to schools via emails, school updates and Youth Services.
- Information on the City of Cockburn's website.
- Information in the City of Cockburn's Soundings publication.
- Reminder email sent to previous and regular applicants and people who made enquiries during the application period.
- Distribution of promotional flyers.
- Ten popup promotional tables across the City's three libraries attracting approximately 20 people.
- Two promotional banners at the City's community promotional sites.
- Information on City of Cockburn's intranet, Need to Know page and Yammer.

Risk Management Implications

Council allocates $1,955,500 to support individuals and groups via a range of funding programs.

The Community Funding for Community Organisations & Individuals (Grants, Donations and Sponsorships) Policy and Community Funding for Community Organisations & Individuals Guidelines are in place to ensure that Council's intent for the allocation of funds is met.

There is also an acquittal process in place to ensure successful applicants use funds for the purpose they have been allocated.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission have been advised that this matter is to be considered at the 9 December 2025 Ordinary Council Meeting.

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

Nil

GRANTS, DONATIONS & SPONSORSHIP RECOMMENDED ROUND ONE ALLOCATIONS FOR 2025-26 AND BUDGET EXPEDITURE AS OF 17/11/25

Activity OP 315 Natural Acc 6810	Description	Approved Budget For 2025-26	2025-26 Expenditure to Date at 17/11/25	Proposed recommendations or adjustments 2025-26	Comments	Council Decision/ Delegated Authority
	Donations: Committed/Contractual					
8243	Little Green Steps WA	36,130	36,130		Three year funding agreement (2023- 2026) with annual CPI and superannuation increases for an Education Officer position, one day per week. This funding is for year three of the agreement.	Council Approved (OCM 12 August 2025)
8896	Cockburn Community Men's Shed Coordinator	65,117	65,117		Three year funding agreement (2024-2027) includes annual CPI and superannuation increases to support a part time (30 hours per week) Shed Coordinator. This funding is for year two of the agreement.	Council Approved (OCM 12 August 2025)
9239	WA Wildlife (Native ARC)	138,184	138,184		Five year funding agreement (2023-2028) that aligns with their current lease and includes annual CPI increases to support administration expenses. This funding is for year three of the agreement.	Council Approved (OCM 12 August 2025)
9310	The Wetlands Centre Cockburn	114,731	114,731		Three year funding agreement (2023-2026) that aligns with their current lease and includes annual CPI increases to support administration expenses. This funding is for year three of the agreement.	Council Approved (OCM 12 August 2025)
9322	Cockburn ARC/Dolphin Swim Club Subsidy	150,000	53,426		Discounted fees, charges and related conditions for use of the pools at Cockburn ARC by the South Lake Dolphins Swim Club. The subsidy goes to Cockburn ARC for the loss incurred in providing discounted fees and changes.	Council Approved (OCM 13 April 2017)
9398	Cockburn Senior Citizens Building Donation	10,532	10,532		In accordance with the lease, which expired on 14 July 2021 and currently in over holding, an annual donation of $9,470 inclusive of GST and subject to annual CPI reviews is provided to the Cockburn Senior Citizens Association Inc to assist with maintenance. The 2025-26 budget allocation includes CPI 1.1%.	Lease Agreement. Council Approved (OCM 12 August 2025)
9559	Cockburn Cricket Club Insurance	1,500	1,500		In accordance with the lease, which expired on 29 August 2009 and currently in over holding and Council approval at the OCM on 17 September 2002 an annual donation of $1,500 in recognition of use of the facilities by junior clubs.	Lease Agreement. Council Approved (OCM 12 August 2025)
9574	Spearwood Dalmatinac Club - Rates Reimbursement	10,027	10,027		Council approved at the OCM on 14 May 2009 reimbursement of 50% of annual rates payable by Spearwood Dalmatinac Club for 42 Azelia Rd, Spearwood. At the OCM on 11 June 2024 Council approved that a request for reimbursement of rates (excluding ESL and waste charges) must be submitted to Council annually for consideration. Total improved commercial rates payable for 2025-26, excluding ESL and waste charges is $20,054.86 with 50% being $10,027.43.	Council Approved (OCM 12 August 2025)
	Committed/Contractual Total	**526,221**	**429,647**			
	Donations					
9196	**Donations: Round One Recommendations**					
9196	Marine Rescue Cockburn			15,000	Requested and recommend $15,000	Council Decision
9196	St Vincent de Paul Society-Yangebup and Spearwood Conferences)			13,000	Requested $15,000 and recommend $13,000	Council Decision
9196	The Hub 6163 Inc			15,000	Requested $16,000 and recommend $15,000	Council Decision
9196	Dance Ability Performing Arts Kelete Inc (DAPAK)			4,500	Requested and recommend $4,500	Council Decision
9196	Pineview Community Kindergarten Inc			5,000	Requested and recommend $5,000	Council Decision
9196	Friends of the Community Inc			5,000	Requested and recommend $5,000	Council Decision
9196	City of Cockburn RSL Sub-Branch			15,000	Requested and recommend $15,000	Council Decision
9196	Community Collective Hamilton Hill Incorporated			5,000	Requested and recommend $5,000.	Council Decision
9196	Cockburn Community and Cultural Council Inc			10,000	Requested $10,000 and recommend $10,000	Council Decision
9196	Yangebup Family Centre Inc			15,000	Requested and recommend $15,000	Council Decision
9196	Cockburn Central YouthCARE Council (CCYC)			20,000	Requested and recommend $20,000	Council Decision
9196	Cockburn Toy Library			8,500	Requested and recommend $8,500	Council Decision
9196	**Donations: Round One Recommendations Total**			**131,000**		
	Donations 2025-26 Budget	**210,000**				
	Sponsorships					
9197	**Group Sponsorship: Round One Recommendations**					
9197	Nepali Association Of WA Inc			5,000	Requested $20,000 and recommend $5,000	Council Decision
9197	Cockburn Masters Swimming Club Inc			18,500	Requested and recommend $18,500	Council Decision
9197	The Australian Association for Environmental Education WA Chapter			8,695	Requested and recommend $8,695	Council Decision
9197	**Group Sponsorship: Round One Recommendations Total**			**32,195**		

Activity OP 315 Natural Acc 6810	Description	Approved Budget For 2025-26	2025-26 Expenditure to Date at 17/11/25	Proposed recommendations or adjustments 2025-26	Comments	Council Decision/ Delegated Authority
	Group Sponsorship: 2025-26 Budget	**90,000**				
9197	**Individual Sponsorship**	**10,000**	4,100		Individuals attending a significant event or activity at a national or international level for which they have been selected.	Delegated Authority
	Total Sponsorship Budget 2025-26	**100,000**	**4,100**			
	Grants					
6299	Residents Group Projects	500,000	80,464		Resident Groups Grants Program commenced on 1 July 2024 to facilitate community led initiatives, events and programs that address locally identified issues.	Delegated Authority
8040	Landowner Biodiversity Conservation Program	32,800	0		Financial and natural resource management training program for Cockburn landowners to conserve the natural bushland and wetland areas on their property.	Delegated Authority
9004	Emergency Disaster Fund	15,000	0		For one-off emergency and disaster situations.	Delegated Authority
9015	Youth Academic Grants	2,000	0		Assists young people to travel to attend academic programs and activities	Delegated Authority
9031	Junior Sports Travel Assistance Program	50,000	22,400		Assists Cockburn young people representing WA or Australia in interstate or international teams or individual sports to travel to competitions.	Delegated Authority
9240	Sustainability Grants Program	40,000	5,570		Supports a range of environmental community projects.	Delegated Authority
9241	Len Packham Hall Subsidy (Burdiya)	6,000	926		A subsidy program to assist indigenous Cockburn families with hall hire costs for funerals, memorials and cultural events.	Delegated Authority
9312	Community Grants Program	100,000	30,433		Supports one-off projects or events that benefit the local community.	Delegated Authority
9314	Provide Bins Sporting Events	2,000	0		To support the costs of bins to schools sports carnivals.	Delegated Authority
9327	Community/Residents Assoc. Hall Hire Subsidy and Support Program	9,000	2,830		Assists community groups with hall hire costs for monthly meetings and events, and incorporation/set up costs and PO box hire for new resident associations.	Delegated Authority
9329	Cultural Grants Program	40,000	5,000		Small grants program for cultural and artistic groups and individuals.	Delegated Authority
9331	Bus Hire Subsidy	1,500	875		A subsidy towards bus hire for community organisations.	Delegated Authority
9335	Grants General Welfare	6,979	2,630		Miscellaneous requests for small donations as per Community Funding Guidelines	Delegated Authority
9341	Community Group Newsletter Subsidy	2,000	161		Assists community groups with promotion.	Delegated Authority
9373	Small Events Sponsorship Program	46,000	27,632		Support for small local events that benefit the local community.	Delegated Authority
9396	U Fund	1,000	0		Small youth grants program for cultural/arts initiatives and events.	Delegated Authority
9399	Youth Arts Scholarships	5,000	0		Assist young people with travel to participate in performing/arts events and further study.	Delegated Authority
9490	Environmental Education Initiatives Program	15,000	0		Assists schools to facilitate environmental education activities. Annually in Round 2	Delegated Authority
9517	Cockburn Community Group Volunteer Insurance	28,000	29,454		Cockburn community groups insurance program.	Delegated Authority
9535	Council Match Staff Donation	2,000	0		Council to match staff fundraising efforts.	Delegated Authority
9673	Sport and Recreation Club Grants	40,000	6,658		Matched funding by local sporting clubs for minor capital works on Council owned facilities and sporting equipment.	Delegated Authority
9674	Grants to Schools	12,000	6,663		Minor donations to schools e.g. sand, bus hire for interschool carnival, graduation book vouchers.	Delegated Authority
9688	Security Subsidy for Seniors	63,000	14,845		Subsidy program for seniors security devices.	Delegated Authority
9732	Economic Development (Business) Grants	100,000	98,632		Support for local micro, small and medium businesses.	Delegated Authority
	Grants Programs Sub Total	**1,119,279**	**335,172**			
	Totals	**1,955,500**	**768,919**	**163,195**		
	Budget	**1,955,500**	**1,955,500**			
	Balance		**1,186,581**			

14.4.3 Sailing On WA Inc-Sponsorship Request: Additional Information

Executive	Director Community and Place
Author	Community Grants Coordinator
Attachments	1. Sailing On WA Inc-Sponsorship Request ⇩ 2. Letter of Support-Cockburn RSL ⇩ 3. Letter of Support-Men's Shed Inc ⇩

RECOMMENDATION
That Council :

(1) RECEIVES the additional information provided by Sailing On WA Inc.; and

(2) DOES NOT support the sponsorship request submitted by Sailing On WA Inc.

Background

At the Ordinary Council Meeting held on 12 August 2025, Council resolved the following:

That Council:

(1) RECEIVES the additional information provided by Sailing On WA Inc.; and

(2) REQUESTS a meeting between Sailing on WA Inc and the Director Community and Place, and a report be presented to the Expenditure Review Committee on the outcome of the Meeting.

In accordance with this resolution, Sailing On WA Inc. was notified of Council's determination and has subsequently met with the Director Community and Place and provided a response for Councils consideration (refer Attachment 1).

Report

The Sponsorship grant category is a mutually beneficial arrangement where the City of Cockburn provides financial support for significant events, activities, services, or endeavours, in exchange for public recognition.

This partnership not only enhances community value but also serves as an investment in recognition opportunities that promote the long-term interests of both the City of Cockburn and its beneficiaries.

At the Expenditure Review Committee meeting held on 20 May 2025, it was recommended that Council does not support the sponsorship request submitted by Sailing On WA Inc.

The application received an assessment score of 12/21, reflecting only minor alignment with the City's sponsorship criteria, particularly in relation to direct community benefit, local participation, and long-term sustainability.

While Sailing On WA Inc's goals align with broader mental health and veteran support objectives, the application was assessed to not strongly meet the City's sponsorship objectives and criteria, particularly direct community benefit i.e.

- Limited local participation with only 12 members currently residing in the City of Cockburn
- Limited exposure as the organisation is not operating from Cockburn.
- Request made refers to funding of pen hire rather than for sponsorship.

Sailing On WA Inc. was established over three years ago with the mission of improving the mental health and wellbeing of veterans through a range of initiatives, including yacht repair and restoration projects, sailing education, racing participation, community building, and peer support.

The program operates out of the South of Perth Yacht Club on the Swan River, which serves as an effective training ground for beginners.

The organisation currently manages a fleet of five yachts in WA and has recently launched a Sydney chapter, with 240 members in WA, including family members, with 12 residing in the City of Cockburn.

Sailing On WA Inc's original sponsorship request to the City sort support to secure a commercial ocean pen facility, allowing the group to expand its program to include ocean sailing twice per week. After discussions with the Director Community and Place, the organisation has refined its proposal to better align with opportunities for local engagement.

The revised request is for $5,000 sponsorship to support a series of twilight sailing events in collaboration with the Cockburn RSL, Cockburn Men's Shed and RSL WA, offering them the chance to experience the wellbeing benefits of sailing while building stronger relationships.

In return for City support, Sailing On WA Inc. will acknowledge the City by displaying the City's logo on their website, printed materials, and social media.

Recommendation:

The proposal continues to outline a program that is well-intentioned and may offer indirect benefits to the community. Nevertheless, the application remains limited in terms of direct local participation and the scale of activities occurring within the City of Cockburn. As a result, the application was assessed to not strongly align with the City's sponsorship criteria or strategic funding objectives.

Therefore, it is not recommended that Council support the revised sponsorship request submitted by Sailing On WA Inc.

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.

Budget/Financial Implications

NIL

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The Council allocates a significant amount of money to support individuals and groups through a range of funding programs.

There are clear guidelines and criteria established to ensure that Council's intent for the allocation of funds is met.

To ensure the integrity, there is an acquittal process for individuals and groups to ensure funds are used for the purpose they have been allocated.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission have been advised that this matter is to be considered at the 9 December 2025 Ordinary Council Meeting.

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

Nil

City of Cockburn
Director Community and Place
Kylie Johnson

Sailing On Inc.
1A Regent
Wayasant WA

0447 447 788

Dear Kylie,

Funding Request Sailing ON

In our original request, Sailing On asked for funding to help position one of our yachts in the City of Cockburn precinct namely the Port Coogee Marina. After much investigation we have come to the conclusion it will not be possible to do this. We would however like to continue our funding request with City of Cockburn to help fund our organisation to continue to support the veterans of Cockburn and others.

To clarify, we have an MOU with the South of Perth Yacht club and will continue to use that facility as our current and immediate future base. SoPYC will continue to be used as a facility to moor our vessels and to conduct the on-shore maintenance when we need access. Our request for funding is not based on performing any repair works at the Port Coogee Marina, rather on helping us to continue the work we do. Currently we work closely in the promotion and collaboration with Cockburn RSL, Cockburn Men's Shed and RSL WA and see future potential growth within City of Cockburn residents. We will be running twilight events taking members from the RSL and Men's shed sailing. The $5000 we are requesting will go a long way to support that cause and should provide both positive PR and promotion for the City of Cockburn.

Below is an outline of why we exist which helps to highlight the social value being delivered promoting mental health, wellbeing, connection and accessible recreation for veterans in the Cockburn area. We currently have 12 members from your area and expect that to grow significantly. In addition to the positive PR helping Veterans, we will promote the City of Cockburn through including recognition on our website, printed materials, and social media channels. We recently conducted a name change event for one of our yachts that was attended by the Minister for Veterans Affairs, aired on Channel Nine national news and was seen on Facebook by 39,000 people. We currently have a lot of reach.

Why we Exist

Our focus at Sailing ON is improving the mental health of Veterans and current serving military through sailing. We are a totally voluntary group and have been in operation for over 3 years. Our strategy is to purchase old yachts, to teach our people how to repair them, to teach them how to sail and then to have them competing and sailing on the water in a safe environment where they can talk to each other.

The military are very adept at knocking people down and building them up again into soldiers and serviceman. This can be a positive thing; teaching the individual their

self-worth, a drive to achieve, how to be part of a cohesive team and the skills needed for their unique task. Along with this training comes a sense of mateship, belonging, comradery, a focus on the collective group and a way of life.

Once leaving the services, many suffer a sense of loss. As well as any mental health issues they may have developed during service, they no longer feel a part of a team, may not have transferable skills and doubt their self-worth in society. Many fall into a state of depression, and for some, this becomes too much, and they take their own lives.

Much has been done, and much is being done in the mental health arena to provide support to veterans; from psychiatric support, to ex-service organisations and including the previous 58 investigations and Royal Commissions into suicide within the military and veteran community. Unfortunately, the suicides are continuing and so it is evident that more is needed. There have been more than 2000 veteran suicides since 1985.

The teamwork, a sense of achievement, belonging, learning new skills and comradery need to be replaced. Gaining psychiatric support is vital but it does not replace the sense of loss experienced by many.

The role of adaptive sport, in particular Sailing, to help improve the mental health of veterans has been researched by both the British and Israeli governments.
"A 2007 Israeli government study found that sailing can help reduce the symptoms in veterans with depression and PTSD. Researchers say they observed a decrease in depression and functional problems, along with improved self-esteem." As a consequence of that study, the Israeli government saw the value in sailing for veterans.

They have set up a group called "The Boat is Sailing". The British conducted a similar study and set up the "Turn to Starboard" sailing group.

Unfortunately, Australian Government has not yet set up sailing for Veterans; and that is why we have set up Sailing On.

Hopefully this letter has helped outline the value of what we do including the why, and the reach and positive PR that the City will receive. $5000 will go a long way to help us continue our work to promoting mental health, wellbeing, connection and accessible recreation for veterans

Yours Sincerely,
Guy

Guy Mewburn
Chair and Founder
Sailing ON WA Inc Mob 0447447788

ABN 627 485 586 87
www.facebook.com/sailingonaus
www.sailingonwa.org.au

Sailing On Inc.
1A Regent
Wayasant WA

0447 447 788



RETURNED & SERVICES LEAGUE OF AUSTRALIA
WESTERN AUSTRALIA BRANCH INC.
CITY OF COCKBURN SUB-BRANCH
73 Frederick Road, Hamilton Hill W.A. 6163
PO Box 309, Hamilton Hill
ABN 55 149 438 969
Email: info@cockburnrsl.org.au

LETTER OF SUPPORT – SAILING ON

The RSL City of Cockburn Sub-Branch recognizes the organization known as 'Sailing On' to be a group dedicated to the health and wellbeing of Australian Defence Force Veterans, through its programs and equipment. Sailing On offers Veterans and former 1st Responders opportunities to participate in physical and mental activities that promote health and wellbeing.

This sub-branch supports all efforts made by Sailing On to secure grant funding and donations under a 'not for profit' status. Such grants and donations being necessary to purchase and maintain a range of sailing related equipment, etc.

This letter is offered in support of the organization known as 'Sailing On'.

Yours

Paul Prickett CSM
for
President and Committee

19 Sep 2025

16 October 2024

To Whom it May Concern

This letter of support is provided to confirm the Cockburn Community Men's Shed Inc. (CCMS) support for the organisation Sailing On.

From the Sailing On website:
Sailing On aims to improve the mental health and wellbeing of current and former Australian Defence Force members.

The Men's Sheds organisation has a similar overarching ethos of improving the physical and mental health of men by providing camaraderie, purpose and a sense of self-worth in a safe environment.
While we provide this through activities such as woodwork, metalwork and other community-based projects, Sailing On choose to achieve a similar goal through the repair and sailing of yachts, exclusively for veterans and current Defence members.

The CCMS has several members who are also members of Sailing On and as such we have a close working relationship with Sailing On.

Ove the past few years we have provided:

- A meeting space for Sailing On to hold their monthly management meetings, due to the lack of such a facility in their organisation. This is done at no cost to them.
- Assistance in the form of advice and support, including technical guidance, in the repair of small boat parts, as CCMS has expertise and facilities at our Shed location that Sailing On does not currently have.

At the time of writing, we have five Shed members who are also members of Sailing On, and while those members attend Sailing On events and volunteer to work on the yachts at the South Perth Yacht Club as Sailing On members, there is an interaction with Shed members through shared stories and experiences.

The CCMS additionally invites Sailing On to have a stand at the Shed Open Days, usually alongside the RSL as there is a commonality between those two groups.

I anticipate the support that the CCMS currently provides to Sailing On will continue for some time into the future, as it is part of our role to assist in the community insofar as we are able to do so.

Mike Murphy
Chairman

Endorsed for DGR
ABN 26 171 535 893

14.4.4 Davilak Park Redevelopment Master Plan

Executive	Director Community and Place
Author	Community Facilities Advisor
Attachments	1. Davilak Park Master Plan Report (Final) 2. Davilak Park Concept Designs (Final) 3. Davilak Park Community Engagement Report Attachments under separate cover

Recommendation
That Council:

(1) NOTES the completion of the public comment period for the Davilak Park Master Plan;

(2) RECEIVES the Community Engagement Report for the Davilak Park Master Plan (Attachment 3); and

(3) ENDORSES the final Davilak Park Master Plan for progression to the design phase (Attachment 1).

Background

Davilak Park is a key sporting and recreational asset for the Hamilton Hill community given its central location and ease of access from Rockingham Road.

It is heavily used by sporting clubs for Australian Rules football (football) and cricket with both senior and junior clubs based at the Davilak Park clubrooms. Davilak Park also provides for recreational activities such as dog walking, children's play, informal outdoor exercise and social gatherings.

The redevelopment of Davilak Park was identified in the 2018 Community, Sport and Recreation Facilities Plan and in the City's 2018 Western Suburbs Sporting Precinct Study (WSSPS). A preliminary concept design was adopted by Council in October 2018 to modernise and improve the functionality of the sporting clubrooms and accommodate growth in sport through a second sporting field.

In 2024 an external consultant was engaged to confirm the on-going need for the project, undertake a feasibility assessment and progress concept designs in collaboration with key community stakeholders. This concluded with the development of a draft Davilak Park Master Plan (Master Plan).

The Master Plan demonstrated that the project was feasible and had clear economic and social benefits for the City and community. Research undertaken by City officers also confirmed the current facilities remain inadequate and the growing demand for additional sporting, recreation and community spaces in the area.

During this time, the City undertook a Tree and Cockatoo Assessment to avoid unnecessary tree removal, identify impacts of a second oval and provide mitigation responses to support the City's environmental sustainability outcomes.

The draft Master Plan identified key design principles of community safety, universal design, sustainability, fit for purpose, multi and shared use, compatibility and health and safety. It also identified key project deliverables which are outlined below with no order of priority.

Key Deliverable 1: Sporting Ovals
- Provision of a second sporting oval
- Realigning the main sporting oval to allow for second oval and to maintain viewing position from clubroom spectator area
- Relocation of the cricket practice nets, allowing for up to six nets to be provided
- Upgrades to the floodlighting on the main (existing oval) to small and large ball sport standard.

Key Deliverable 2: Clubrooms and Changerooms
- Provision of new clubroom which opens out to an undercover spectator area
- Kitchen and kiosk facilities with sight lines to the playing fields for volunteers
- Adequate storage (internal and external) to replace existing sea containers
- First aid room and meeting space
- Provision of four gender neutral changerooms
- Provision of two gender neutral umpires changerooms
- Provision of a community room, available for general community use with a kitchenette, internal storage and toilet
- Provision of public toilets (internal and external)
- Change of management model from leased facility to seasonal Facility User Agreement.

Key Deliverable 3: Community and Recreational Facilities
- Relocated and upgraded playspace with opportunities for nature play, adventure elements, bike and scooter track and play experiences for different ages
- Seating and picnic areas
- Path network around the reserve for walking, running and riding
- Exercise equipment
- Drink fountains
- Recreational lighting to a portion of the second oval
- Enhancement of the urban forest on the eastern border, with the inclusion of smaller nature-play based elements.

These key deliverables were represented by a draft concept design shown in figure one.



Figure 1: Davilak Park Concept Design (Draft for public comment, August 2025)

Council endorsed the draft Master Plan in June 2025 for the purpose of public comment.

It was noted that a report would be presented back to Council with the outcomes of the community engagement for final endorsement of the Master Plan.

The purpose of this report is to present the results of the community engagement, the resulting update to the concept design and the final Master Plan Report for endorsement.

Submission

Community feedback was sought through a six-week engagement period. The detail and outcomes are outlined in the Community Consultation section of this report.

Report

This report seeks Council endorsement of the final Davilak Park Master Plan following extensive community engagement. Endorsement will allow the project to progress to design in FY27, consistent with the City's forward capital works model.

The Master Plan provides a clear framework for delivery of sporting, community and environmental improvements, ensuring the project meets community needs and strategic objectives.

The results of the community engagement indicated strong overall support for the redevelopment of Davilak Park, with 83% of respondents expressing satisfaction or neutrality.

Feedback from the remaining 17% (12 respondents) highlighted three main concerns including:

- Request for improved views from the clubroom to the northern oval
- Visibility and connection of the playground, particularly to the sporting fields for parents supervising children
- Parking and traffic impacts.

In consideration of this feedback, the configuration of the clubroom in relation to the kitchen, kiosk and bar has been amended to provide a more functional space. This amendment improves the connection to the undercover area and view across the sporting fields. These amendments also reflected feedback from the local sporting clubs and State Sporting Associations who are supportive of the changes.

The playground layout and position will be further explored through the detailed design stage. It is intended to ensure an integrated design of the playground with the building and park amenity which incorporates crime prevention through environmental design principles.

Investigation for additional parking along Strode Avenue will also form part of the detailed design stage. Parking and traffic management during peak times will also be addressed in collaboration with the sporting clubs and associations.

More information on the items raised by the community is detailed in the community consultation section of this report.

The final concept design with amendments is shown in attachment one. The final Master Plan Report is provided in attachment two.

Next Steps:

Following the Council meeting, the broader community who provided feedback, sporting clubs and other key stakeholders will be advised of the outcome. If endorsed, this will finalise the planning phase and ensure readiness to progress to the design phase, with ongoing communication maintained with key stakeholders.

The design phase of the project is proposed for FY27 and FY28. This is followed by delivery in FY29 and FY30.

Strategic Plans/Policy Implications

It is noted that the Master Plan Report references the Strategic Community Plan 2020-2030 and that there is now an updated Strategic Community Plan 2025-2035.

Our Environment
Valuing natural assets, building climate resilience and using resources sustainably.
• Protect and enhance our natural areas and streetscapes.

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Promote and support active, healthy lifestyles through recreation and wellness.
• Foster connected, accessible communities and services.

Our Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Plan for growth and sustainable development.
• Strengthen unique, liveable and adaptive places.

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
Strengthen engagement, communication and enhance customer experience.

Budget/Financial Implications

Planning for the Davilak Park redevelopment will continue during the current financial year. Funding allocations include:

- Financial Year 26/27: $750,000
- Financial Year 27/28: $750,000

These funds are intended for detailed design, which will be staged over two years. This phase will cover:

- Sporting fields (including creation of a second field).
- Sport and community building, playground and other reserve improvements.

Funding for construction is currently forecast as:

- Financial Year 28/29: $10 million
- Financial Year 29/30: $3.5 million

External grant funding opportunities will be sought for the project as available.

Legal Implications

There are no legal implications for Council endorsement of the draft Davilak Park Master Plan.

During the planning stages a qualified environmental consultant assessed the potential habitat impacts associated with the proposed redevelopment on endangered black cockatoo species, in accordance with the Referral Guideline for Three WA Threatened Black Cockatoo Species (DAWE, 2022).

The assessment concluded that the proposed redevelopment is not likely to result in a significant impact on black cockatoo populations. As such, a formal referral under the guideline is unlikely to be required.

Community Consultation

An extensive six-week community engagement period was undertaken across June and July which attracted 957 visits to the City's 'Comment on Cockburn' website. A total of 77 submissions (survey or email) were received and 19 individuals attended the community open house.

The City promoted and encouraged input from local residents, casual park users, sporting clubs, local schools, State Sporting Associations, resident groups such as Hamilton Hill Community Group and City's reference groups.

Information was provided on the 'Comment on Cockburn' website and advertised through direct email, on-site signage, letters posted to residents within 400m of Davilak Park, e-newsletters and posters at the Spearwood Library.

Feedback was collected through the online survey, email and letter submissions, phone calls, hard copy surveys and discussion at a community open house.

Most individuals found out about the project through the sporting clubs, email or online (social media).

Most individuals who submitted feedback resided in the City (88%) with the largest group residing in Hamilton Hill (48%). Other suburbs represented included Spearwood (17%) and Coogee (14%).

Most individuals indicated that they use Davilak Park several times a week (65%) for exercise, to play sport or exercise their dog. Other uses indicated they attend the park for fitness programs, as a community group or to use the playground.

Overall, the sentiment for the proposed upgrades was positive with 83% of respondents indicated being very satisfied, satisfied or neutral with the proposed concept designs. An example of benefits outlined by the community included:

- Improved, modern facilities particularly for females playing sport and to encourage growth in female participation
- Provision of more community space in the building and not just catering to sport use
- Second oval to accommodate growth in sport and use by community
- Relocation of playground away from main road with improved play opportunities for families (e.g. more space, more diversity in play options like nature play, BBQ and picnic areas, bike and scooter track)
- Moving of the building east from residents' boundary which will reduce noise
- Positioning of the building to serve both sporting fields

A range of feedback was provided by the community which has been assessed and then grouped into themes. These themes are shown in the table one below along with the City's response to the feedback.

Table one: Community Feedback and City Response

Community Feedback Theme	City Response
Viewing from clubroom to the northern sporting field.	This has been addressed through proposed amendments in the design for reconfiguration to the kitchen/kiosk and bar area. The sporting clubs, WA Football, WA Cricket and Perth Football League have been consulted to ensure the view is not obstructed and aligns with industry standard.
Request for double story building for viewing and bar.	There is no proposal for a second story given minimal cost benefit and potential impact to adjacent residents.
Size of the building spaces (patio, changerooms) is either too big or too small.	The size of the internal rooms such as changerooms has been guided by industry standards and State Sport Association facility guidelines. The building layout and rooms have been supported by the sporting clubs, WA Football and WA Cricket as suitable.
Access to public toilets.	Public toilets have been included in the building (see attachment 1, clubroom floor plan, item 16 and 17).

Cricket balls from the cricket nets being hit into the playground and parkland	The cricket nets are proposed to be fully netted to prevent the escape of cricket balls. A secondary safety net has also been proposed for between the cricket nets area and playground. This will be further investigated during the detailed design phase with WA Cricket as a key stakeholder in providing a safe facility for cricket users and general community.
Lighting to be provided on the southern oval.	Lighting for sports use on the southern oval is restricted by the overhead powerlines. The extent of lighting to the southern oval will be determined during the next detailed design phase with the intent to light a portion of the reserve for recreational use by the community and training for sports.
Use of southern oval for AFL	The southern sporting field will look to accommodate an oval sized 135m by 110m on an east-west orientation. This is the minimum sized oval for senior use and can be used for overflow, women's teams, colts and rotation of grounds to manage wear and tear. This has been included in line with feedback from WA Football and the Perth Football League. Parking and traffic management will be discussed with the sporting clubs in line with any increased usage at peak times.
Upgrade of the existing goal posts.	The City is systematically upgrading goal posts across the City. Davilak Park will be considered within the redevelopment project.
Parking and traffic impacts.	Investigation into options to increase parking along Strode Avenue will be included in the next stages of detailed design. Traffic management during peak times will also be discussed in collaboration with the sporting clubs.
Visibility of playground to sports fields for parents supervising children while watching sports.	A portion of the playground is within sight of the southern oval and there is a seating and nature play area proposed on the east embankment with views to both fields. Given the restrictions of space, the playground is not able to be placed ideally for sport viewing while also maximising outcomes for general community use. The layout and position of the playground area will be further refined during the detailed design phase.

Perception the playground is hidden behind the building.	The building is proposed to be moved east to align with the sporting fields which provides a large area for the playground. It is intended to ensure an integrated design of the playground which incorporates crime prevention through environmental design principles. The playground layout and position will be further explored through the detailed design stage to align with these principles.
Suggested play features for the playground	The most common features requested were nature play elements, swings and multi-age spaces This was followed by water play, climbing elements, slides, scooter tracks and flying fox. Unstructured play, use of the natural undulation of the site and shade was also highlighted as important. These suggestions will be included in the design brief for consideration.
Inclusion of basketball hoop	A half-court for basketball and netball was investigated however the site restrictions and proximity to residents for noise meant this element was not included at this stage of design. These will be further explored during the detailed design phase if the opportunity arises.
Water fountains	Water fountains for both people and dogs have been included.
Inclusion of a fenced dog park	Davilak Park is currently a dog off-lead location. There are no current plans within the City's Animal Exercise Management and Exercise Plan to include an enclosed dog exercise area at Davilak Park.
Include flattening of the hill in the south-west corner	Levelling the hill to provide more space was considered however, the high cost of earthworks and potential impact on the adjacent trees, identified veteran trees (2) and tree root systems was not viewed as feasible.
Additional sports	Given the high use of the current sporting fields for AFL and cricket and capacity limitations of the site, no additional formal sports are proposed. The City has however, looked to provide opportunity for informal activity through the exercise equipment, circuit path and lighting for recreational use on secondary oval.

Anti-social behaviour	Crime prevention through environmental design principles will be applied during detailed design, which will include strategies such as natural surveillance, sight lines, CCTV, lighting, vegetation types and play equipment that do not create blind spots or hiding places, open pathways, clear entry/exit points and activation. Evidence suggests improving park environments and increasing community use can decrease anti-social behaviour.
Public art inclusion	Public art will form part of the future project.

The City also met with the local sporting clubs, WA Football, Perth Football League and WA Cricket to review the community engagement outcomes and any sporting club concerns. No further concerns were raised from these meetings for this stage of the project, with all parties comfortable in progressing to the next stage of design.

A summary of the community engagement feedback will be made available for the community on the City's 'Comment on Cockburn' project page. In addition, a summary of the City's responses as outlined in the table above will also be made available.

The full Community Engagement Report is provided (refer Attachment 3).

Proposed Landscaping:

A comprehensive tree survey identified 31 trees and shrubs which could be removed to create the second sporting field with minimal impact on the cockatoo habitat. Removal of these trees and shrubs to create the second sporting field was broadly supported by the community (84%) who expressed satisfaction or neutrality to the City's approach.

The City plans to achieve a net increase of canopy cover through a planting program to counteract the initial loss and to ensure the redevelopment enhances the overall natural environment of Davilak Park.

The community provided planting and vegetation suggestions which included large trees such as Tuart, Jacaranda, Eucalyptus and Gum as well as small shrubs such as grevilleas and hakeas. Key outcomes were plantings for cockatoo habitat, small birds and wildlife which are low maintenance, low watering and quick growing. Shade and providing a buffer to adjacent housing was seen as important.

The project will result in an overall increase in canopy cover and vegetation, aligning with the City's Urban Forest Plan and broader environmental sustainability objectives.

Risk Management Implications

The Master Plan outcomes are supported by a comprehensive needs and feasibility assessment. While the concept design phase has been thorough, progression to the formal design phase is essential to enable technical investigations such as drainage and parking layouts.

Delaying this next stage could impact project timelines and limit the ability to address critical infrastructure considerations early in the process.

Advice to Proponent(s)/Submitters

The key stakeholders have been advised that this matter is to be considered at the 9 December 2025 Ordinary Council Meeting.

Community members who have registered interest in this project as part of the previous community engagement in 2024 and 2025 will be advised that this matter is to be considered at Council and will be informed of the resolution through the City's community engagement platform.

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

Nil

14.5 Office of the CEO

14.5.1 Delegated Authority to CEO to Approve Tenders and Contracts During the Council Recess Period

Executive	Chief Executive Officer
Author	Courts and Legal Process Coordinator
Attachments	1. Authority to accept and award specific tenders during period prescribed by Council ⇩ 2. OCM Tenders for Delegated Authority **(Confidential)**

Recommendation
That Council:

(1) DELEGATES authority to the Chief Executive Officer to determine and accept tenders as per the attached delegation in Attachment 1;

(2) APPROVES the tenders to be delegated to the Chief Executive Officer, as shown in Attachment 2; and

(3) SPECIFIES that this delegation may only be exercised during the Council recess period between 10 December 2025 and 9 February 2026.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

On 11 May 2023, Council delegated the CEO the powers to accept or reject tenders up to the value of $1 million.

The final Ordinary Council Meeting for 2025 is scheduled for 9 December 2025. The next Ordinary Council meeting is scheduled for 10 February 2026, with Council due to be in recess during the period between these meetings.

It has been identified by the City's procurement team that, during the upcoming recess, there are multiple tenders exceeding the approved value that will require approval.

These tenders exceed the amount currently delegated to the CEO, meaning that due to the recess, consideration of these tenders would ordinarily be delayed until the February 2025 Ordinary Council Meeting.

This situation has arisen because of the requirement of the Mandatory Caretaker Provisions stopping procurement activity during September and October 2025, meaning that many tenders which would have been returned earlier than the last Council meeting of the year are now being returned in December or January.

This report presents a proposal to Council to delegate power to the CEO to approve specified tenders during the recess period, so that the proper business of the City can continue during the recess period.

Submission

N/A

Report

The City's procurement team has identified seven (7) public tenders that will either close and/or require evaluation and a finalised recommendation within the designated recess period. These tenders are outlined in the confidential attachment.

A delegation (see Attachment 1) is proposed to allow the CEO to accept these tenders during the recess period, even though they exceed the CEO's current financial limit of $1 million. This will ensure the business of the City is not interrupted during the Council recess period.

The delegation has been worded in such a way that it is applicable to future Council recesses. Council will need to resolve yearly the tenders that may be accepted by the CEO, as well as a time period during which the delegation can be exercised.

A condition has also be imposed that the CEO can only accept a tender where expenditure 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.

Additionally, to ensure appropriate transparency and accountability, the delegation further specifies a condition that a report, similar to what gets presented to Council, must be presented to the CEO prior to them exercising the delegation. It further requires the report to be published on the website within 14 days of the decision being made.

It is also proposed that this delegation cannot be sub-delegated.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.
• Strive for financial sustainability and operational excellence.

Budget/Financial Implications

There are no significant budget implications arising from the recommendation of this report. Nil costs will be incurred.

Legal Implications

The CEO cannot accept tenders that exceed the value of $1 million. If the above recommendations are not adopted, all the aforementioned tenders will be put on hold until the next Council meeting in February.

Community Consultation

N/A

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. This is because it will allow the City to operate as usual during the Council recess.

The level of risk associated with any amendments to the recommendations is dependent on the contents of any proposed alterations.

There is a moderate to substantial level of risk if Council were to defer consideration of the recommendations in this report. This is a result of the potential delay in the delivery of key services within the City, affecting some business objectives. The delay may potentially bring public complaints and low media attention.

Advice to Proponent(s)/Submitters

N/A

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

Nil

1. Local Government Act 1995 Delegations

1.2 Council Delegations to CEO

1.2.38 Authority to accept and award specified tenders during period prescribed by Council

Delegator: *Power / Duty assigned in legislation to:*	Local Government
Express Power to Delegate: *Power that enables a delegation to be made*	*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 Delegated:	*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**
Function: *This is a precis only. Delegates must act with full understanding of the legislation and conditions relevant to this delegation.*	1. Authority to accept and award specified tenders during the period 10 December 2025 and 9 February 2026.
Council Conditions on this Delegation:	a. This delegation is in addition to the CEO's other delegations regarding tenders. b. This delegation can only be exercised in relation to the tenders specified in a Council resolution. c. The CEO must be provided a report similar to that which would ordinarily be provided to Council. d. The decision made by the CEO is to be published on the City's website within 14 days. e. In accordance with s.5.43(b), tenders may only be accepted under this delegation where: i. Expenditure 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. ii. The tenderer has complied with requirements under *F&G* r.18(2) and (4).

	f. This power cannot be sub-delegated.
Express Power to Sub-Delegate:	Nil due to conditions on the delegation.
Compliance Links:	Delegates are designated employees under s.5.74 and are required to provide Primary and Annual Returns. *Local Government (Functions and General) Regulations 1996* – prescribe applicable statutory procedures Procurement Policy
Record Keeping:	Details of decisions are to be recorded in the City's record keeping system.

1	Adopted 9 December 2026
2	

15. Reports - Standing Committee

15.1 Governance Committee Meeting – 18/11/2025

15.1.1 Review of the Cockburn Bush Fire Advisory Reference Group Terms of Reference

Executive	Director Sustainable Development and Safety
Author	Fire and Emergency Management Manager
Attachments	1. 2025 Bush Fire Advisory Committee Terms of Reference ⇩

Officer Recommendation
The Committee recommends Council:

(1) AFFIRMS that the Bush Fire Advisory Committee is to be established under section 67 of the Bush Fires Act 1954 and is not to be a committee of Council;

(2) ADOPTS the Bush Fire Advisory Committee Terms of Reference, revising the name from Reference Group to Committee; and

(3) APPOINTS _____ as a member and _____ as a Deputy Member of the Cockburn Bush Fire Advisory Reference Group.

Officer Recommendation
That Council:

(1) AFFIRMS that the Bush Fire Advisory Committee is to be established under section 67 of the Bush Fires Act 1954 and is not to be a committee of Council;

(2) RENAMES the Bush Fire Advisory Reference Group the Bush Fire Advisory Committee;

(3) ADOPTS the Bush Fire Advisory Committee Terms of Reference, as attached to this report, with the exception that the Terms of Reference be amended to provide up to three Elected Members to be appointed as members; and

(4) APPOINTS Cr Chontelle Stone, Cr Carol Reeve-Fowkes and Cr Tarun Dewan as members of the Bush Fire Advisory Committee.

Background

The Bush Fire Advisory Reference Group has reviewed its Terms of Reference.

The Bush Fire Advisory Reference Group was established to support the operations and management of the City's two Bush Fire Brigades, namely South Coogee and Jandakot Volunteer Bush Fire Brigades, and provide advice and information on bushfire matters.

The Bush Fire Advisory Reference Group endorsed the revised Terms of Reference out of session.

Submission

N/A

Report

As part of this review, the group sought to change its name to Bush Fire Advisory Committee (BFAC) to align with the wording of section 67 of the *Bush Fires Act 1954*.

The revised Terms of Reference includes a minor update to the purpose of the Committee to make direct reference to section 67 of the *Bush Fires Act 1954*, and clarity on the number of elected members required for the Committee, being two (including a deputy member). Some other minor changes to wording have also been made for clarity and mistake corrections.

Strategic Plans/Policy Implications

Environmental Responsibility
A leader in environmental management that enhances and sustainably manages our local natural areas and resources.
• Protection and enhancement of our natural areas, bushland, parks and open spaces.

Listening and Leading
A community focused, sustainable, accountable, and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

Section 67 of the *Bush Fires Act 1954*:

(1) A local government may at any time appoint such persons as it thinks fit as a bush fire advisory committee for the purpose of advising the local government regarding all matters relating to the preventing, controlling and extinguishing of bush fires, the planning of the layout of fire-breaks in the district, prosecutions for breaches of this Act, the formation of bush fire brigades and the grouping thereof under group brigade officers, the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities, and any other matter relating to bush fire control whether of the same kind as, or a different kind from, those specified in this subsection.
(2) A committee appointed under this section shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

(3) In respect to a committee so appointed, the local government shall fix the quorum for the transaction of business at meetings of the committee and may —
  (a) make rules for the guidance of the committee; and
  (b) accept the resignation in writing of, or remove, any member of the committee; and
  (c) where for any reason a vacancy occurs in the office of a member of the committee, appoint a person to fill that vacancy.

(4) A committee appointed under this section —
  (a) may from time to time meet and adjourn as the committee thinks fit;
  (b) shall not transact business at a meeting unless the quorum fixed by the local government is present;
  (c) is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Community Consultation

N/A

Risk Management Implications

Failing to adopt the proposed Terms of Reference would impact the focus and objectives of the BFAC. As a result, the retention of valued volunteers could be impacted and the quality of advice the City receives on bushfire matters could be reduced.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Bush Fire Advisory Committee

Terms of Reference

October 2025

Version no.	Date	Author	Comments/Amendments
1.0	24/09/19	M. Emery	Creation and reformatting with Accepted changes from Group
2.0	07/2023	C. Mora	Update purpose, objectives, and additional membership terms to align with other City reference groups
2.1	03/2025	C/Mora	Change to Committee from Reference Group, revise purpose and objectives.

Document Set ID: 11574560
Version: 3, Version Date: 20/10/2025

Name

Name of this committee shall be known as **Bush Fire Advisory Committee** (BFAC)

Purpose

The purpose of BFAC is to advise the City of Cockburn (hereafter: the City) on;

- all matters relating to the preventing, controlling and extinguishing of bush fires
- the planning of the layout of fire-breaks in the district
- prosecutions for breaches of this Act
- the formation of bush fire brigades and the grouping thereof under group brigade officers
- the ensuring of co-operation and co-ordination of bush fire brigades in their efforts and activities. and
- any other matter relating to bush fire control whether of the same kind as, or a different kind from section 67 of the *Bush Fires Act 1954*.

[extract from section 67 of the *Bush Fires Act 1954*]

as well as;

- promote and collaborate on operational alignment between agencies involved in bush fire prevention and mitigation
- monitor the effectiveness of the currency and implementation of local laws, the Cockburn Bushfire Risk Management Plan 2023-2028, and other relevant emergency management plans
- check the various relevant legislation and rules
- check the currency of the plan and identify any early risks and/or changes in the operating environment
- provide a channel for escalation of any systemic blockages, and
- be a collective voice for local needs.

Objectives & Strategies

The purpose of the Committee will be achieved through:

1. Open communication and information sharing on bushfire issues and concerns
2. Providing meaningful reports on issues arising
3. Providing guidance in the development of policies, programs and community preparedness activities relating to the prevention of and preparedness for bushfires
4. Providing guidance in the development of strategic policies, programs and plans to ensure response and recovery from bushfires within the City of Cockburn; and
5. Ensuring effective governance guides the group in achieving its objectives.

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Membership of the Committee

Pursuant to section 67 (2) of the *Bush Fires Act 1954*, this committee shall include a member of the council of the local government nominated by it for that purpose as a member of the committee, and the committee shall elect one of their number to be chairman thereof.

The BFAC will comprise of;

- South Coogee Volunteer Bush Fire Brigade
    - Captain or proxy
    - First Lieutenant or proxy
- Jandakot Volunteer Bush Fire Brigade
    - Captain or proxy
    - First Lieutenant or proxy
- Elected Member appointed by Council in accordance with Council policy, and one deputy member
- City of Cockburn staff – Fire and Emergency Management Manager, and Fire and Emergency Management Officer or equivalents
- Chief Bush Fire Control Officer
- Deputy Chief Bush Fire Control Officer/s
- Fire Control Officer/s (operational)

Guests;

- Regional staff and representatives from the Department of Fire and Emergency Services and/or the Department of Biodiversity, Conservation and Attractions
- Others as invited.

Membership Resignation

- A member may resign from membership of the BFAC by giving written notice of the resignation to the Fire and Emergency Management Officer or equivalent.
- The resignation takes effect when the City's Fire and Emergency Management Officer or equivalent receives the notice.
- If a person is removed or leaves their role, it is assumed that the incoming person will accept their role on the BFAC.

Document Set ID: 11574560
Version: 3, Version Date: 20/10/2025

Quorum

Pursuant to section 67 (4) of the *Bush Fires Act 1954* this committee shall not transact business at a meeting unless the quorum fixed by the local government is present. A quorum constitutes more than 50% of the members.

Roles & Responsibilities

Pursuant to section 67 (4) of the *Bush Fires Act 1954* this committee;

- May from time to time meet and adjourn as the committee thinks fit;
- Is answerable to the local government and shall, as and when required by the local government, report fully on its activities.

Members

- Prepare for, attend, and participate in meetings
- Adhere to the Terms of Reference for this Committee (This Document)
- Provide information and advice on items related to the Committee's purpose, scope, and objectives
- Be respectful to the Chair and other members and assist in maintaining an orderly and positive meeting by taking turns to speak and encouraging others to voice opinions
- Maintain positive relationships and communication with City staff and Elected Members, to be an effective liaison.

Chairperson

This role shall be filled by a City of Cockburn Elected Member appointed to the Committee by the Council.

The Chairperson shall ensure:

- The meeting is conducted according to Section 67 of the Bush Fires Act 1954 and the Terms of Reference
- Matters are dealt with in an orderly and efficient manner
- Meetings are kept on time.

In the absence of the Chair, an attending City of Cockburn staff member will undertake this role.

Elected Members

- Attend to provide a level of support and its membership
- Not to 'drive' the Committee in achieving its objectives
- Not to try influence outcomes
- Meet responsibilities of Members as detailed in the Terms of Reference.

Fire and Emergency Management Officer

- Coordinating the BFAC
- Administrative support to the BFAC

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- Progression of meeting outcomes
- Liaison between the BFAC and the City.

Accountability and Process

Members are required to:

- Act with honesty, good faith, and integrity
- Abide by the Terms of Reference and Code of Conduct
- Actively participate in meetings
- Declare any actual or perceived conflicts of interest at the commencement of the meeting
- Maintain confidentiality of discussions within meetings.

Members are not permitted to:

- Liaise with the media and represent either the opinions of Council or the Committee
- Use any Committee for any public lobbying or political purposes, including use of social media to promote specific campaigns or strategies
- Discuss City of Cockburn business outside of the boundaries of official BFAC and the City of Cockburn.

Term

The BFAC will be ongoing until terminated by agreement by resolution of Council.

These Terms of Reference will be reviewed biennially in line with the Local Government election cycle and may be amended, varied, or modified in writing after consultation and agreement by resolution of the Council.

Meeting Information

Decision-making

- The process of coming to an agreement is generally by consensus decision-making.
- A motion is carried if a majority of the Committee members present at the meeting vote in favour of the motion.

Meetings

- Quarterly (typically February, May, August, and November), or as determined by the BFAC.
- Typically held at the City of Cockburn Administration Building or other venues.
- Generally, meetings will not exceed one and a half hours.
- Members to attend in person.
- Requests for virtual attendance should be received by the Fire and Emergency Management Officer no later than five (5) business days prior to the meeting.
- Chaired by the Chairperson.

Notice of motion for significant matters

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A Member may have significant matters of business included in the agenda of a meeting by forwarding a notice of motion in writing to the minute taker no less than 14 clear days before the meeting so it can be considered by the membership.

The notice of motion must include a draft version of the motion proposed to be moved by the member.

Code of Conduct for Committee Members

Members are required to understand and agree with the Code of Conduct, as breaches may result in the forfeiting of membership.

Conflicts of Interest

BFAC members must not use their position as a means of making personal gain or influencing others in this regard. Meetings or group discussions should therefore not be misused by bringing personal interest or potential personal gain to the agenda or discussion. This includes the promotion of personal businesses or skills.

Misuse of position as a member

BFAC members are not permitted to use their position to exert influence in any community setting, to claim to be representing the BFAC without the express direction to do so from the City, or to bring disrepute to the Committee or the City.

Where approved by the City, members may represent the Committee if in an official capacity at an agreed upon function. Members are then required to do so in a professional and respectful manner

Communication

Members are required to use positive and respectful means of communicating with each other, with staff, and with the wider community.

Integrity

Members of the BFAC have a responsibility to act with good intent towards their fellow BFAC members, the City of Cockburn and all who engage with the BFAC. This means:

- Maintaining the business confidentiality of the City of Cockburn (written, spoken or otherwise)
- Maintaining the personal confidentiality of fellow BFAC members and all others who support or engage the BFAC (written, spoken or otherwise)
- Declaring one's own conflict of interest where applicable and removing oneself from the meeting where this is the case
- Being honest, open, and fair, in all dealings and conversations whilst conducting BFAC business.

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15.1.2 Final Adoption - Draft Local Planning Policy 5.23 - Tree Protection

Executive	Director Sustainable Development and Safety
Author	Service Lead Strategic Planning and Service Manager Strategic Planning
Attachments	1. Schedule of Submissions ⇩ 2. Advertised Draft LPP with 'Tracked' Recommended Changes ⇩ 3. Indicative Resourcing ⇩

Officer Recommendation
The Committee recommend Council:

(1) INSTRUCTS the Chief Executive Officer to consider the anticipated additional staff resources to implement the Policy as outlined in Attachment 3 as part of the 2026/27 Budget preparation process and/or when next undertaking a review of the City's Workforce Plan;

(2) NOTES the Schedule of Submissions prepared in response to the outcomes of advertising as set out in Attachment 1;

(3) ADOPTS Local Planning Policy 5.26 – 'Tree Protection' in accordance with Schedule 2, Part 2, Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 as set out in Attachment 2, subject to the following modifications:

(a) Modifying Clause(2)1(e) to state – 'The tree(s) is either a **'Declared Plant'** or a **'Weed of National Significance'**.

(b) Inclusion of an additional exemption - Clause (2)1(i) 'Pruning of Regulated Trees in prescribed air space where defined as a **'controlled activity'** under the Air Services Act 1995 (or equivalent) by Jandakot Airport or the Civil Aviation Safety Authority (CASA).'

(c) Renumbering the Policy to 5.23.;

(4) PUBLISHES a notice of the Policy in accordance with Schedule 2, Part 12, Clause 87 of the Planning and Development (Local Planning Scheme) Regulations 2015, upon gazettal of Scheme Amendment No.182;

(5) ADVISES those who made a submission of Council's decision accordingly; and

(6) NOTES should the Policy take effect in lieu of any budget changes, there will be a reduction in service levels to accommodate the additional workload generated.

Committee Recommendation
That Council:

(1) NOTES the Schedule of Submissions prepared in response to the outcomes of advertising as set out in Attachment 1;

(2) ADOPTS Local Planning Policy 5.26 – 'Tree Protection' in accordance with Schedule 2, Part 2, Clause 4 of the Planning and Development (Local Planning Scheme) Regulations 2015 as set out in Attachment 2, subject to the following modifications:

(a) Modifying Clause(2)1(e) to state – 'The tree(s) is either a **'Declared Plant'** or a **'Weed of National Significance'**.

(b) Inclusion of an additional exemption - Clause (2)1(i) 'Pruning of Regulated Trees in prescribed air space where defined as a **'controlled activity'** under the Air Services Act 1995 (or equivalent) by Jandakot Airport or the Civil Aviation Safety Authority (CASA).'

(c) Renumbering the Policy to 5.23;

(3) PUBLISHES a notice of the Policy in accordance with Schedule 2, Part 12, Clause 87 of the Planning and Development (Local Planning Scheme) Regulations 2015, upon gazettal of Scheme Amendment No.182;

(4) ADVISES those who made a submission of Council's decision accordingly; and

(5) REQUESTS the Chief Executive Officer to develop an Implementation Plan for aspects of the Policy that can be delivered within existing resources.

Background

Currently in the City of Cockburn, trees on private land can generally be removed without development approval, unless they are included on the 'Significant Tree' list or are within the 'Resource Zone'.

Council at the 12 November 2024 Ordinary Council Meeting (Item 15.2.1) adopted a draft Local Planning Policy (LPP) for community consultation to introduce the requirement for Development Approval prior to removal or 'tree damaging' activity to certain types of trees called Regulated Trees.

The draft LPP (Attachment 2) is based on the Western Australian Local Government Association (WALGA) model LPP for tree protection (including those on the Significant Tree register), tailored for the City of Cockburn.

The key objective of the LPP is to address the loss of tree canopy cover on private land. It is proposed to apply to all zones where the City has development control, and therefore will not apply to:

- The extent of the *Hope Valley Wattleup Redevelopment Act* area (which is not subject to the City's Local Planning Scheme or the Metropolitan Region Scheme)
- Development in reserves
- Exempted Public Works.

Due to the significance of the draft LPP, it was advertised for public comment (along with proposed Scheme Amendment No.182 – that seeks to remove potentially conflicting scheme provisions) for an extended period, from 5 May to 1 September 2025.

Submission

Both proposals were prepared by the City in response to Council's resolution at the 9 July 2024 Ordinary Council Meeting (Item 14.1.3), which considered options to improve tree protection measures on private land.

Report

The purpose of this report is for Council to consider the outcomes of consultation and decide whether to adopt the draft LPP to protect Regulated Trees on private property for final approval.

The draft LPP was advertised for public comment and a total of 323 submissions were received. The majority of submitters (76%) supported the idea of requiring Development Approval to remove or damage certain trees on private land, with 21% opposed.

Those who supported the LPP highlighted the importance and benefits of mature trees, including environmental value, climate change mitigation, managing urban heat, and improving amenity and liveability.

All submissions are included and addressed at Attachment 1, and the key issues are discussed below:

Impingement on private property rights and legal implications

The key concern of those who objected to the LPP was the proposed requirements represent government overreach and impinge on private property rights.

It is acknowledged the proposed requirements represent a departure from the prevailing understanding trees located on private property in Western Australia may generally be removed without the need for Development Approval. However, the Policy direction responds to increasing community concern regarding the ongoing loss of tree canopy, the associated environmental consequences, and the diminishing green leafy character of established neighbourhoods.

In recognition of these concerns, several local governments have adopted similar measures – drawing upon the WALGA model Local Planning Policy – to better protect trees on private land. This reflects a broader shift in community expectations, with growing support for affording trees a greater level of protection within the planning framework.

The LPP is not intended to impede the type and level of development anticipated by the zoning of the land – it seeks to retain trees were possible whilst reasonably accommodating new development.

Some submissions questioned the legality of the proposed requirements. From a legal perspective it is accepted removal of a tree can constitute 'development', and the LPP seeks to clarify when tree removal or works are deemed to be 'development' requiring approval.

The City's local planning scheme and local planning policies in conjunction with the *Planning and Development (Local Planning Schemes) Regulations 2015* identify requirements for development approval.

Safety concerns

Concerns were raised requiring Development Approval for removing or pruning Regulated Trees could delay urgent safety works.

There was also concern Regulated Trees could negatively impact neighbouring properties and create conflict between neighbours where a tree being 'Regulated' could complicate resolution of such matters.

The *Planning and Development (Local Planning Schemes) Regulations 2015* [Schedule 2 Part 7 Clause 61(b) item 18] provides a general exemption for works to be undertaken where they are urgently necessary for public safety; the safety or security of plant, buildings or equipment; the maintenance of essential services; or the protection of the environment. The LPP clarifies works to Regulated Trees are exempt where there is a safety issue or infrastructure is being damaged.

This means if a tree requires immediate removal for imminent safety reasons this can occur without delay pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Therefore, any conflict between neighbours relating to the safety of a Regulated Tree will not differ from the current situation where there may be a dispute regarding a tree.

Furthermore, the City has the power under the *Local Government Act 1995* to instruct a landowner to ensure a tree is safe.

The LPP also specifically exempts pruning of overhanging branches and roots from the requirement for Development Approval, therefore neighbours can continue to prune overhanging branches as they can currently.

Most pruning works (except topping or lopping) of Regulated Trees are also exempt from Development Approval, ensuring landowners have reasonable flexibility to manage their trees and ensure their ongoing health, viability and compatibility with existing development.

There was concern raised regarding large trees being incompatible with urban environments and smaller lot sizes, and it was therefore inappropriate to protect these trees. The LPP provides sufficient scope to provide consideration of the appropriateness of the tree in its context, including safety issues and ongoing viability.

It is therefore considered the LPP reasonably provides for protection of trees whilst allowing for removal where unsafe without the need for Development Approval; and consideration on a case-by-case basis through assessment against the provisions where Development Approval is required.

The draft LPP also exempts the following tree damaging activity from the need for Development Approval:

- Where expressly required as part of an approved Bushfire Management Plan or in accordance with the requirements of the City of Cockburn Fire Control Order
- It is on the City of Cockburn Unwanted Species List
- It is undertaken in accordance with an express written direction or requirement of a State Government Department in response to plant biosecurity issues (for example relating to the Polyphagous shot-hole borer)
- Works required by a notice issued under the *Local Government Act 1995* relating to obstructive and/or dangerous tree removal (detailed in Schedule 3.1).

These exemptions prioritise safety and security by allowing necessary works to be undertaken without the delay that would occur if a Development Approval was required.

Approval costs and application delays

Several submitters expressed concerns about the financial burden and potential delays associated with requiring Development Approval. While some suggested an expedited process, this is not considered practical or necessary because:

- Most applications will be part of a broader development proposal, whereby assessment of tree damaging works will form part of the assessment process and will not incur additional fees.
- Works required for safety reasons will be exempt from Development Approval, and other Development Applications will only be subject to the minimum application fee of $147. Given the anticipated cost of removing a large tree over 8m in height, this fee will only represent a small portion of the overall cost.
- Applications will be processed within the statutory timeframe of 60 to 90 days (depending on whether the proposal requires advertising).

Suggested modifications

A large number of submissions were supportive but suggested changes - primarily requests for lower heights to be considered (either the height itself or scope for smaller trees to be included as Regulated Trees), and replacement tree ratios.

Modifications to 'Regulated Tree' criteria

Many submissions supported the draft LPP but suggested changes, mainly:

- Limiting protection to native species
- Lowering the height threshold to include valuable shorter trees (e.g. Banksia and Grass Trees)
- or adding criteria like trunk circumference and environmental value.

Key objectives of the LPP include protecting urban tree canopy and green, leafy neighbourhood character (not just environmental values) therefore it is recommended the requirements do not just apply to native trees.

Large, mature trees offer the greatest environmental, aesthetic, and cooling benefits, making them the focus for protection on private land. While smaller trees under 8m (e.g. Banksias) have ecological value, they are already protected in 'Resource' and 'Rural' zones via Development Approval requirements.

The LPP would be complemented by *Local Planning Policy No.5.22 'Environmental Conservation'* (LPP 5.22) which applies to the assessment of structure plans, subdivision and development applications on larger development sites with remnant vegetation. This includes potential requirements for flora and fauna surveys, including trees with a diameter greater than 300mm diameter at breast height (DBH). LPP 5.22 states all endeavours are to be made to protect and retain trees that have been identified in fauna or flora surveys as providing significant habitat foraging value.

Effective implementation of the LPP depends on mapping to identify Regulated Trees. Without it, enforcement is difficult using aerial imagery alone. Although the WALGA model includes trunk circumference and canopy size as alternative criteria, these are not recommended due to lack of reliable mapping and difficulty verifying after removal.

The City therefore recommends retaining the 8m height threshold for Regulated Trees to align with the WALGA model LPP, R-Codes Volume 2, and practices of other local governments.

Concerns regarding assessment of Development Applications

There were some concerns raised from both objectors and supporters of the draft LPP regarding how Development Applications will be assessed and enforced, including transparency around decision making.

The LPP clearly states a presumption against the removal of Regulated Trees and sets out guidance on how proposals for tree damaging works will be considered. A balanced approach is required whereby tree retention does not have an unreasonable impact on the development potential anticipated by the zoning of the land.

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

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

Therefore, removal 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 Regulated 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.

The draft LPP provides flexibility for other trees on site to be retained as an alternative to Regulated Trees where it is considered a better outcome whilst meeting the objectives of the LPP.

Some submissions suggested introducing a replacement tree ratio, however the draft LPP is not prescriptive on the number of expected replacement trees as this will depend upon the circumstances, including the proposed new development whereby it will often not be feasible to include multiple replacement trees.

<u>Exemptions for tree pruning in Prescribed Airspace</u>

The City is aware Jandakot Airport occasionally undertake tree pruning on private property within prescribed air space. It is considered this could be defined as a 'controlled activity' under the *Air Services Act 1995* and the landowner could be directed to rectify the situation (or to allow Jandakot Airport to do so).

Development Approval is not required where tree-damaging works are required because the Regulated Tree causes safety risks to people, infrastructure or buildings.

To ensure it is clear such works are exempt from Development Approval, it is recommended the following exemption be added:

'Pruning of Regulated Trees in prescribed air space where defined as a 'controlled activity' under the Air Services Act 1995 (or equivalent) by Jandakot Airport or the Civil Aviation Safety Authority (CASA).'

Exemptions

The draft LPP references trees on the City's 'Unwanted Species Register' as being exempt from Development Approval requirements. However, it is recommended this be modified to reference 'either a 'Declared Plant' or a 'Weed of National Significance' to ensure consistency and clarity.

Proposed Scheme Amendment No.182

Scheme Amendment No.182 proposes to delete clause 4.18 of the City's Local Planning Scheme No.3 requiring Development Approval to remove trees on the Significant Tree register.

This is because if the local planning scheme specifies circumstances where Development Approval is required to remove or prune trees, it is legally questionable as to whether an LPP can specify other circumstances where trees may be subject to the requirement for Development Approval.

The draft LPP includes the protection of 'Significant Trees' by defining them as Regulated Trees, thereby replacing the function of clause 4.18.

Amendment No.182 to Town Planning Scheme No.3 to delete clause 4.18 is anticipated to be presented to the December 2025 Ordinary Council Meeting for final adoption in the event the draft LPP is adopted by Council for final approval.

Amendment No.182 must then be referred to the WAPC for Ministerial determination and could therefore lag behind adoption of the LPP by up to 6-12 months. Until this process is complete clause 4.18 retains legal affect.

To ensure there is no conflict or inconsistency that could undermine implementation of the new requirements, it is recommended that the LPP not take effect until Amendment No.182 is gazetted and clause 4.18 is removed from TSP3. This approach is supported by legal advice. It also enables the consideration of resource allocation to implement the Policy and to what extent that may be made available by Council and the impacts on service levels City officers can reasonably meet.

Conclusion

The proposed requirement for Development Approval to remove Regulated Trees, as outlined in the draft LPP), received majority support from the community.

While a wide range of feedback was received regarding the Regulated Tree criteria and Policy provisions, the advertised draft is considered to strike a practical balance-safeguarding trees that contribute significantly to the urban canopy, while allowing for reasonable development potential consistent with the intended zoning.

The draft LPP also prioritises safety by providing exemptions for urgent works required to address public safety or the security of buildings and equipment.

It is recommended that the Committee review and provide feedback on the revised draft Policy, including the community submissions received. In doing so, consideration of the financial and risk implications of implementing the Policy is required.

Notably, no funding has been allocated in the 2025/26 Budget, Workforce Plan, or Long-Term Financial Plan to support the administration of this Policy. As such, Council will need to assess the broader implications - financial, environmental, social, and risk-related - of resourcing the Policy, which may require trade-offs such as increased rates or reductions in other services.

These considerations may be addressed as part of the development of the 2026/27 Corporate Business Plan, Workforce Plan, and the review of the Long-Term Financial Plan, all of which are scheduled to occur in the coming months.

It is therefore recommended Council adopt the draft LPP (refer Attachment 1) for final approval, subject to the minor additions discussed in this report and outlined in the recommendation, with a deferred implementation date to coincide with gazettal of Amendment No.182.

Strategic Plans/Policy Implications

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.
• Address Climate Change.

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.

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.

Budget/Financial Implications

If adopted, in addition to notifying submitters there should be broad community education to ensure landowners and stakeholders are aware of the new requirements, as determined by a Community Engagement Plan.

This is particularly important given the longstanding presumption in Western Australia that trees on private property can generally be removed without the need for approval. This would occur through the Strategic Planning advertising budget.

This is captured in the estimated Implementation Costs. However, as an alternative, the minimum: writing to submitters and publication of the Policy's effect would technically be sufficient (if no additional resourcing was possible).

Implementation

Should Council adopt the LPP, additional resources will be required for implementation once it comes into effect (refer Attachment 3).

It is likely additional staff will be required in Development Services and Development Compliance to process Development Applications and to process and investigate unauthorised tree damaging works.

To implement the Policy and maintain service levels, this is estimated to be approximately an additional $500,000 a year, as outlined in Attachment 3.

Whilst there may be additional revenue generated from Development Application fees and prosecutions, it is anticipated many proposals to remove a Regulated Tree will already 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 and State Administrative Tribunal (SAT) appeals will incur legal costs and potential specialist reports.

The first 12 months of operation would likely 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.

There is no option to reduce the current level of service in the longer term to accommodate these changes given the impact primarily on a statutory process. A shorter period of time could likely be tolerable before any additional resourcing was considered. Therefore, Council would need to dedicate additional resources to ensure it can be implemented without compromising staff wellbeing due to unreasonable workloads and impacting the levels of customer service and statutory compliance the City currently meets.

Alternatively, there is a continued reduction in service of non-statutory components of officer roles. Some of these areas would be customer facing, including Elected Member requests.

It is therefore recommended the City consider the anticipated additional staff resources to implement the LPP outlined in Attachment 3 as part of the 2026/27 Budget preparation process and/or when next undertaking a review of the City's Workforce Plan. At this time there will be a better understanding of the resourcing required to implement the new requirements.

It is important to also mention the complementary efforts towards urban tree canopy through the City's Urban Forest Plan, which focuses on the public land in City control, as opposed to this LPP which covers private land.

The Urban Forest Plan mentions the need for a number of strategic actions which would lead to growth in our urban tree canopy. There is a combination of technical, geospatial mapping and environmental education skills which would be drawn upon to do these (currently not resourced) actions. The City's current operational and planting efforts are still seeing growth in the canopy but it is not significant.

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 the requirement for Development Approval for removal of trees or tree-damaging works, supported by legal advice.

Legal advice has confirmed such an approach should also involve the deletion of current references in the local planning scheme to the requirement for Development Approval to remove significant trees (proposed Amendment No.182) prior to the LPP taking effect, to remove any legal ambiguity regarding 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. This requires a minimum advertising period of 21 days and display of the draft LPP at Council offices.

The draft LPP was advertised with Scheme Amendment No.182 ('standard amendment') which pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* require advertising for 42 days.

The City undertook more extensive engagement, recognising the potential level of interest in the proposal, and to raise awareness and encourage input.

The draft LPP and Scheme Amendment No.182 were advertised between 5 May 2025 and 1 September 2025 as follows:

- Online survey via the Comment on Cockburn webpage
- Detailed GIS mapping to assist the community and stakeholders in identifying if a Regulated Tree falls within the boundary of their privately owned land.
- One-to-one meetings with the Strategic Planning team on request
- City-wide promotion through Cockburn Soundings printed newsletter, including reference to the consultation on the front page

- E-Newsletter to 10,425 Comment on Cockburn subscribers
- Comment on Cockburn website with community-friendly visuals and scalable infographics
- Social media advertising.
- Press advertising in the local newspaper.
- Flyers displayed at all City libraries and the Seniors Centre.

Should Council adopt the LPP for final approval, it is strongly recommended to continue further engagement and education to ensure widespread knowledge of the new requirements. This could reduce the likelihood of people inadvertently not complying with the Policy.

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 it applies. In this context, a LPP for protection of trees is appropriate.

If Council does not adopt an LPP to introduce broader tree protection measures, there is a risk the City will continue to lose valued urban canopy located on private land. This will particularly be the case in infill areas up-coded as an outcome of the City's revitalisation strategies, and in older established areas subject to redevelopment and urban regeneration.

This proposed LPP is also a complementary measure towards mitigation of the risk of climate change on the size of the City's urban forest which is identified as a moderate level risk. Note – this risk is presently not well addressed as the Urban Forest Plan is the only present 'control' for this risk – and the strategic actions for it are not resourced.

There is a risk without resourcing both the LPP and the Urban Forest Plan, some community members may view this as the local government regulating private landowners without modelling the same objectives and intent ourselves.

Advice to Proponent(s)/Submitters

Those who lodged a submission on the proposal have been advised that this matter is to be considered at the 11 November 2025 Ordinary Council Meeting.

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

Nil

File No. 109/182 & 104/013

Schedule of Submissions
Draft Local Planning Policy - Tree Protection

No.	Name/Address	Submission	Recommendation
1	Resident Hammond Park	**SUPPORT:** Cockburn has vast amounts of land with mature trees which needs to be retained for future peoples and animals. We should not get rid of a tree for a house, for extra $'s	**Noted**
2.	Resident, Success	**SUPPORT**	**Noted**
3.	John Langridge - Resident, Beeliar	**SUPPORT**: I think protecting our trees is a great idea - trees should be checked and given preservation status. Mature trees are vital for animal habitats, so protect as many as we possibly can!	**Noted**
4	Jessica4855 – Resident, Hamilton Hill	**SUPPORT:** Encourage owners to work with a range of architects/designers who prioritise tree retention in their designs (i.e. local Matt from Ecotecture), and offer tours or information sessions showcasing how trees can work in and will benefit urban environments and on multi residential developments. What happens if an owner removes a tree regardless of a DA... will they be fined? Or have to replace the tree with one that will grow to a similar size, or have a street tree chosen for them to make up for the loss? There's also the concern that owners who are currently considering subdivision will rush to remove trees now before the policy comes in, like #6 Parnell St who recently removed a mature Cape Lilac that was regularly visited by cockatoos but are yet to develop it :(	**Noted** 1. Failure to obtain development approval where it is required is an offence under the *Planning and Development Act 2005*. 2. The maximum penalties for breaching an offence provision under the *Planning and Development Act 2005* are significant. Alternatively, the City may introduce a local law to impose fines for tree damaging works. 3. The City may require a replacement tree of an appropriate species. 4. The City will discourage removal of trees in the interim, however the statutory requirement will not come into effect until the policy is approved.
5	Captain Fluoro – Resident, Success	**SUPPORT**: I would say 'obviously' that there has to be a circumspect approach taken with 'widow-maker' species of trees. i.e. Tree species known to randomly drop dangerous sized branches. Even though I strongly support keeping as many mature trees as possible, I've had to remove a backyard widowmaker, myself, before it destroyed the fence (again), or next time, our house or the neighbours. Basically - any approval needs to be based on leaving clearance around any trees that are kept, and a priority on putting in local non-threatening species (such as Agonis).	**Noted** 1. The policy exempts tree damaging activity 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 public safety, and the safety or security of plant, buildings or equipment. 2. Where approval is sought for removal of a Regulated Tree the draft policy provides for consideration of the appropriateness of the tree species and possible safety risks due to tree limb failure and infrastructure

No.	Name/Address	Submission	Recommendation
		Developers will just have to suck it up, and include the costs of the extra land required. Or Council just not approve sale of some plots of land and leave them as common ground.	and/or structural damage associated with retaining the regulated tree.
6	Lilli90 – Resident, Coolbellup	**SUPPORT:** 100% agree with needing approval to remove large trees. I was shocked when moving to Cockburn and finding out there is nothing in place. My neighbour cut down an incredibly large pine tree at the back of his property which was very dangerous to do by himself, i called the police assuming it was not allowed and they told me Cockburn does not care about trees. Put it through asap	**Noted**
7	Name and Address withheld	**OPPOSE:** If you want to protect the trees not a problem however the cost of maintenance should then fall to the City, not the landowner	**Noted** 1. Maintenance of trees and landscaping is the responsibility of the landowner regardless of whether the policy is in place or not. General pruning works are not proposed to require Development Approval and will allow for general maintenance to be undertaken in the normal manner.
8	Resident, Hammond Park	**SUPPORT:**	**Noted**
9	T.Langdon – Resident, Atwell	**SUPPORT:** Reduce rates for home owners with large trees on property Reduce rates of home owners to support the tree maintenance	**Noted** 1. At this time, the City is not proposing rate reductions or incentives for properties with large trees. Given the large number of potential 'Regulated Trees', introducing such concessions would either necessitate an overall increase in rates or a reduction in service levels across the City - both of which are considered undesirable outcomes. The City remains committed to maintaining affordable rates while continuing to deliver high-quality services to the community. However, this may be revisited in the future.
10	Frazer007 – Resident, Atwell	**SUPPORT:**	**Noted**
11	Lolo – Visitor, Fremantle	**SUPPORT:** Very clear and concise direction for developers regarding ground water dispersal, storm water disposal strategies and buffer zone requirements to protect save tree from issues with water logging compaction etc. Non indigenous	**Noted** 1. The draft policy references requirements for Tree Protection Zone(s) in accordance with AS4970.

No.	Name/Address	Submission	Recommendation
		trees have significant value in a city of limited canopy cover. These need extra protection as many fundamentalists will argue they have no value	2. The value of non-native trees is recognised, and they are included as 'Regulated Trees' where 8m or higher, or included on the Significant Tree list.
12	Linniesar – Resident, North Coogee	**SUPPORT:** No suggestions, just happy to see this put forward, as I fully support it.	**Noted**
13	Name and Address withheld	**SUPPORT:** Widespread education so all residents are aware this is a policy. How will it be monitored if trees are removed without approval and what are the ramifications?	**Noted** 1. Agreed that widespread education is also important to ensure awareness of the new requirements if adopted. 2. The City will maintain mapping to assist identifying Regulated Trees that will be updated every 2 years to assist in identifying removal, however it is recognised monitoring will be a challenge given the number of trees. 3. The maximum penalties for breaching an offence provision under the *Planning and Development Act 2005* are significant. Alternatively, the City may introduce a local law to impose fines for tree damaging works.
14	Maree41 – Resident, Lake Coogee	**SUPPORT:** I'd require more info about the policy. Green spaces and trees promote physical and mental well-being among residents.	**Noted** 1. Further information provided to submitter.
15	Resident, Beeliar	**SUPPORT:** Yes, I believe it's very important to strengthen the protection and expand the number of trees within the city. Additionally, unused or vacant land owned by government departments, especially those that are not maintained or currently serving a purpose, should be considered for conversion into parks or green areas. This would help increase urban canopy, improve biodiversity, and provide more accessible green spaces for the community. Policy should be as detailed and clear as possible.	**Noted** 1. The City will continue to investigate opportunities to increase tree canopy cover wherever possible. 2. The policy has been drafted to provide as much clarity as possible for landowners and the community regarding the requirements.
16	Resident, Yangebup	**SUPPORT:** Requiring Developers to plant suitable (NOT OLIVE) trees is developing areas rather than create deserts as has already happened in the developments west of the railway line in Yangebup. Council should replant and nurture verge trees in developed areas where no trees exist irrespective if adjacent landowners object	**Noted** 1. The City requires developers to plant and establish street trees as part of new subdivisions and will continue to identify opportunities for additional street tree planting across the City.

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17	Kathrin – Resident, Hamilton Hill	**SUPPORT:** Maybe with the option to propose to plant 3 to 5 native trees when one is removed or dramatically reduced ... But the problem here is the follow up ... There are also obligations on the mining industry yet the EPA is not managing the follow ups appropriately In regards to new development, we need to use the space above, built up and around, there are many sustainable options available these days to build around	**Noted** 1. The draft policy is not prescriptive on the number of expected replacement trees as this will depend upon the circumstances, including the proposed new development whereby it will often not be feasible to include multiple replacement trees.
18	Jane39 – Resident, South Lake	**OPPOSE:** Trees on private property should not be subject to council approval for removal. If a tree is causing a nuisance to property owners/neighbours, getting in the way of the owner developing or using their property, if the tree is causing damage to property or if the tree is creating a mess to the property it should be the home owners right to do what they wish with the tree on their property.	**Noted** 1. It is acknowledged that the proposed requirements represent a departure from the prevailing understanding that trees located on private property in Western Australia may generally be removed without the need for Development Approval. However, these new provisions respond to increasing community concern regarding the ongoing loss of tree canopy, the associated environmental consequences, and the diminishing character of established neighbourhoods. 2. In recognition of these concerns, several local governments have adopted similar measures - drawing upon the WALGA model local planning policy - to better protect trees on private land. This reflects a broader shift in community expectations, with growing support for affording trees a greater level of protection within the planning framework.
19	Chris89 – Resident, Hamilton Hill	**SUPPORT:** no comment, strongly approve the policy	**Noted**
20	RickyB – Resident, Coolbellup	**OPPOSE:** Tree to be retained where possible but the landowner has control over the trees on their land not the council. If developers are made to reduce the amount of houses/ units they can have on a property due to retaining trees, it will reduce the amount of houses/ units being built as some projects won't be viable, the areas where most infill developments are happening are older established suburbs where there is an ample amount of large trees already.	**Noted** 1. The intent of the policy is not to unreasonably impact the development potential of land as expected by the zoning. The policy will seek to retain trees were possible whilst reasonably accommodating new development, taking into consideration the development potential of the land.
21	Rhiannon9 – Resident, Yangebup	**SUPPORT**: The increase in urban heat in newer areas of Cockburn that have been flattened and developed is a real concern and I think ensuring as many mature trees are	**Noted** 1. The proposed policy would be complemented by other measures to protect vegetation, including local

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		maintained as possible in an incredibly important area the council needs to focus on. I even think trees under 8m should be more readily protected if they are native as a lot of smaller trees also contribute to the green-ness and reducing heat within the suburbs. The only concern I have is the maintenance cost of mature trees for low SES families and whether there are any supports available for them? and the councils ability to contact home owners that rent their properties out as I have seen some rentals left fairly unmaintained which could lead to fallen branches damaging property and neighbouring property. I would like the council to consider other policies that better support canopy cover and biodiversity in the area. For example better management of dieback (such as shoe cleaning stations with sprayers), increased signage (and replaced signage that's faded) in nature reserve areas to signal that animals need to be on leads and other rules, and really importantly we need to stop allowing cat owners to let their cats roam the streets and kill our native wildlife - cats should be required to be kept indoors at all times.	planning scheme provisions for rural areas, and LPP 5.22 Environmental Conservation. 2. Whilst monitoring the health of trees across all private property is not possible, if the City is aware of unsafe trees on private property this can be dealt with under the *Local Government Act 1995*. Pruning or removal of tree required for safety reasons are proposed to be exempt from Development Approval. 3. Other measures suggested for environmental protection fall outside the planning framework for consideration through other processes.
22	Hitchcock – Resident, North Coogee	**OPPOSE:** Should not be able to control people's property. It shouldn't be allowed.	**Noted**
23	Mjohns – Resident, Hamilton Hill	**SUPPORT:** I'd generally like it to be stricter on preventing removal/damage of trees. I think 'replacement trees' requires further specification, such as: – Minimum maturity (saplings on every verge that may or may not reach maturity will not reinstate/contribute to the canopy for many years) – Species (native? approved? similar? height?) Tree canopy is vital to liveability, and needs to take preference over infill	**Noted** 1. The size, species and maturity of replacement trees will be determined by the City on a case-by-case basis depending on the siting and context of the new development, and will be a condition of approval.
24	Name and Address withheld	**OPPOSE:** I am writing to provide feedback on the proposed 'Local Planning Policy 5.26 - Tree Protection' and to express my strong opposition to the introduction of additional regulations governing tree management on private property. While I acknowledge the City's intentions to enhance the urban environment, I believe this policy imposes significant burdens on residents, developers, and businesses, with far-reaching negative impacts on individuals and the broader community.	**Noted** 1. It is acknowledged that the proposed requirements represent a departure from the prevailing understanding that trees located on private property in Western Australia may generally be removed without the need for Development Approval. However, these new provisions respond to increasing community concern regarding the ongoing loss of tree canopy,

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		Below, I outline several key concerns regarding the downsides of this policy. 1. Infringement on Private Property Rights The proposed policy represents an unacceptable overreach into private property rights, stripping landowners of their fundamental freedom to manage trees on their own land. This intrusive regulation undermines the core principle that property owners should control decisions about their homes and landscapes. Homeowners purchase property with the expectation that they can make decisions about landscaping and tree management without excessive government oversight. Requiring development approval for removing or altering trees taller than 8 meters (or those on the Significant Tree register) sets a precedent for further encroachments, eroding the sense of ownership and autonomy that residents value. 2. Financial Burdens on Homeowners The policy introduces additional costs for residents, particularly those seeking to modify their properties. The need for development applications, arborist reports, or alternative landscaping plans to comply with tree retention requirements will increase expenses for homeowners. For example: Application fees and professional assessments could cost hundreds or thousands of dollars, placing a financial strain on families, retirees, or those on fixed incomes. Homeowners may face penalties or delays if they unknowingly violate the policy, further adding to financial stress. The inability to remove trees could limit property modifications (e.g., home extensions, pools, or gardens), potentially reducing property values or marketability. These costs disproportionately affect lower-income households, who may lack the resources to navigate complex regulations or afford compliance. 3. Increased Bureaucracy and Delays The requirement for development approval to remove or damage regulated trees adds layers of red tape to routine property decisions. This will likely lead to:	the associated environmental consequences, and the diminishing character of established neighbourhoods. 2. In recognition of these concerns, several local governments have adopted similar measures - drawing upon the WALGA model local planning policy - to better protect trees on private land. This reflects a broader shift in community expectations, with growing support for affording trees a greater level of protection within the planning framework. 3. The policy includes provisions for exemptions and clear assessment criteria to reduce uncertainty and avoid unnecessary delays. Internal resourcing and process improvements are also being considered to support timely decision-making. 4. The draft policy is considered to provide a balance between protecting mature trees and providing for reasonable levels of maintenance of vegetation and landscaping by private landowners, for example by making most pruning works exempt. 5. To minimise the financial burden the policy stipulates when arborist and other supporting reports would be required to justify removal. 6. The additional costs to developers are not considered to be excessive, and the intent of the policy is not to unreasonably impact the development potential of land as expected by the zoning. 7. The policy is not intended to impede development but to guide it in a way that balances growth with environmental sustainability. Tree retention can enhance the long-term value and liveability of developments, contributing to cooler streetscapes, improved biodiversity, and stronger community identity. 8. The policy will seek to retain trees were possible whilst reasonably accommodating new development, taking into consideration the development potential of the land (such as the anticipated lot yield based on the residential coding).

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		Lengthy delays in processing applications, frustrating residents and developers who need timely approvals for renovations, subdivisions, or commercial projects. Increased workload for City staff, potentially diverting resources from other essential services like road maintenance or community programs. Confusion and inconsistency in decision-making, as the subjective nature of “careful assessment” and “alternative options” may lead to unpredictable outcomes for applicants. This bureaucratic burden risks stifling economic activity and discouraging investment in the City of Cockburn. 4. Impact on Development and Housing Affordability The policy’s application to subdivision, development, and strategic planning proposals could hinder residential and commercial development, exacerbating housing affordability issues. Developers may face increased costs and constraints due to tree retention requirements, which could: - Reduce the number of viable lots in subdivisions, limiting housing supply. - Increase construction costs, which are passed on to homebuyers, making it harder for young families or first-time buyers to enter the market. - Deter developers from investing in Cockburn, shifting growth to neighbouring councils with less restrictive policies. At a time when housing affordability is a critical issue, policies that add costs and complexity to development are counterproductive and harm the community’s long-term growth. 5. Practical Challenges for Residents The definition of a “regulated tree” (trees 8 meters or taller, excluding palms and pest species) is overly broad and fails to account for practical challenges faced by residents. For example: Large trees can pose safety risks, such as falling branches or root damage to homes, driveways, or underground utilities. The policy may prevent timely removal of hazardous trees, putting families and properties at risk.	9. The draft policy explicitly exempts removal or pruning works for the requirement for Development Approval where there is a safety issue. 10. Other complementary measures to protect trees will also be considered by Council.

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		Trees can create maintenance issues, such as leaf litter clogging gutters, shading solar panels, or interfering with power lines, increasing costs for homeowners. In dense urban areas, large trees may conflict with modern housing designs or space constraints, limiting residents ability to optimize their properties. Beyond practical issues, the policy may impact residents mental health and lifestyle. For example, the inability to remove trees that block sunlight or create unwanted shade can limit outdoor enjoyment, particularly for families or elderly residents who value functional gardens or recreational spaces. The added stress of navigating complex regulations could further detract from residents quality of life. The policy's one-size-fits-all approach does not adequately consider these real-world challenges, placing undue burdens on individuals. 6. Negative Community Impacts While the policy aims to enhance the urban environment, it may have unintended consequences for the community as a whole: Reduced flexibility for neighbourhood evolution: Strict tree retention could prevent neighbourhoods from adapting to changing needs, such as higher-density housing or commercial development, stifling innovation and growth. Social inequity: Wealthier residents may have the resources to comply with the policy, while lower-income households may struggle, creating disparities in how the policy is experienced across the community. Community frustration: Excessive regulation risks alienating residents who feel their voices and property rights are being ignored, potentially eroding trust in local government. The policy could also harm small businesses, such as landscapers, arborists, or local builders, who may face increased costs to comply with approval processes or restrictions on tree removal. These costs could be passed on to customers, raising prices for services, or discourage business activity in Cockburn, impacting the local economy. 7. Questionable Environmental Trade-Offs	

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		While the policy aims to deliver environmental benefits, it ignores trade-offs, such as conflicts with sustainable home designs that rely on solar access or compact urban layouts. Alternative approaches, like planting new trees or expanding public green spaces, could achieve similar goals without restricting private property rights. Conclusion The draft Local Planning Policy 5.26 - Tree Protection, while well-intentioned, imposes significant costs, restrictions, and bureaucratic hurdles on residents, developers, and businesses. It risks undermining property rights, exacerbating housing affordability issues, and creating practical challenges for homeowners, all while potentially failing to deliver proportionate environmental benefits. I strongly urge the City to reconsider this policy and explore less intrusive alternatives that respect the needs and rights of the Cockburn community. Thank you for the opportunity to provide feedback. I hope the Council will carefully consider these concerns before making a final decision. Recommendations Instead of implementing restrictive regulations, I urge the City to consider alternative approaches that balance environmental goals with the needs of residents and businesses: • Incentives over regulation: Offer grants, rebates, or free tree-planting programs to encourage voluntary tree preservation and planting. • Education campaigns: Promote the benefits of urban trees through community workshops or resources, empowering residents to make informed choices. • Targeted protections: Limit regulations to truly significant trees (e.g., those on the Significant Tree register) rather than broadly applying them to all trees over 8 meters. • Streamlined processes: If regulations are unavoidable, ensure approval processes are fast, affordable, and transparent to minimize burdens on residents.	
25	Chris9876 – Resident, Coogee	**SUPPORT:** Lower the 8m height requirement as some mature trees maybe less than 8m but still beautiful and of great benefits to the community and the wildlife.	**Noted** 1. The City recommends the 8m height be used as a key criterion for ‘Regulated Trees’ to align with the WALGA model policy and the height generally

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			adopted by other local governments – this provides for a level of consistency and also aligns with tree height mapping. 2. However, the local planning scheme currently requires Development Approval prior to removal of all vegetation in the 'Resource' and 'Rural' zone where it is recognised often trees less than 8m in height (such as Banksias) have high environmental value. 3. For the reasons outlined above, the City does not support the proposed modifications within this submission.
26	JayBee – Resident, Beeliar	**SUPPORT:** Regulated tree condition could be added that if a tree is known threatened species habitat or provides this condition of removal could be to provide the same % of canopy loss to another property of location within the City.	**Noted** 1. While there is merit in this suggested approach, the City has defined 'Regulated Trees' by height as the key criterion so they can also be mapped to provide clarity and ensure the City has the ability to identify what is a regulated tree. This provides for ease of implementation and enforcement. For this reason, the City does not support the proposed modifications within this submission.
27	Kristy1234 – Resident, Coolbellup	**SUPPORT:** This policy is long overdue. I have been living in Coolbellup for 20 years and one of the things that appealed to me most about the suburb and its surrounds was the abundance of beautiful big trees and bushland. Over time I have seen so many beautiful trees be removed. It completely changes the landscape and takes away from the charm of the area. Stop cutting down our biggest assets.	**Noted**
28	Kallexiana – Resident, Hammond Park	**SUPPORT:** Street tree retention and removal compliance outcomes, education and awareness raising for residents re why large trees are so important.	**Noted**
29	Gmsegar87 – Resident, Spearwood	**SUPPORT**: Keep promotion of climate change, sustainable living and environmental impacts of trees are removed	**Noted**
30	RickC – Resident, Atwell	**SUPPORT:** Decisions that result in the removal of a significant tree need to be backed up with a requirement for additional planting, including the monitoring and responsibility for a period of 10 years post planting. The responsibility would need to	**Noted** 1. Whilst it would be impractical for the City to undertake 10 years post planting monitoring, replacement trees will be conditioned as part of Development or

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		accommodate natural events such as bush fire or extended periods of excessive heat. Support is required for small scale or mum and dad developers.	subdivision approval and therefore will need to be maintained for their lifespan (or replaced if they die).
31	RebeccaC – Resident, Hamilton Hill	**SUPPORT**	**Noted**
32	Neil R – Resident, Banjup	**OPPOSE**	**Noted**
33	Adriatic88 – Business Owner, Success	**OPPOSE:** If the council wants to protect trees it can do so on council land. Stop messing with and dictating to private owners what they can and can't do with their own property. We are not a communist country Stay out of private landholders business. You don't know if a large tree is causing problems in the sewer system or a risk of falling in a storm on an neighbours roof. Not every tree is a good tree and might be a nuisance to someone else. You have other things to worry about than a few trees. If you want to save the world then learn that a young tree absorbs more carbon than an older established tree so planting trees is more beneficial to the environment that keeping old ones	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submission 24.**
34	Norm1946 – Resident, Spearwood	**OPPOSE:** Meet with land, home owners, and act as per their individual requirements.	**Noted** 1. It is acknowledged that the proposed requirements represent a departure from the prevailing understanding that trees located on private property in Western Australia may generally be removed without the need for Development Approval. However, these new provisions respond to increasing community concern regarding the ongoing loss of tree canopy, the associated environmental consequences, and the diminishing character of established neighbourhoods.
35	Philip – Work in Cockburn, Murdoch	**SUPPORT:** All significant trees need to be listed on a public register. Applications for removal should be advertised and public comment invited. Wildlife value of significant trees, particularly as migration corridors and food supply.	**Noted** 1. The draft policy proposes protection of defined 'Regulated Trees' as a pragmatic way of protecting large trees. Generally most Development Application would not require advertising to ensure timely decisions can be made with reasonable resources, assessed against the policy for transparency.

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36	Name and Address withheld	**SUPPORT**: Outlining penalties for non-compliance Retaining and capture of existing significant trees subject to previously approved subdivision / development plans.	**Noted** 1. The maximum penalties for breaching an offence provision under the *Planning and Development Act 2005* are significant. Alternatively, the City may introduce a local law to impose fines for tree damaging works. 2. Trees required to be retained through Development or Subdivision approvals will be defined as 'Regulated Trees' to ensure their ongoing protection.
37	Anthony2 – Resident, Hamilton Hill	**SUPPORT**	**Noted**
38	Nick Favazzo – Resident, Beeliar	**SUPPORT:** Apply this to vacant land and large-scale land redevelopments.	**Noted** 1. The draft policy is proposed to apply to all zoned land, including vacant land and greenfield sites.
39	Danuta63 – Resident, Atwell	**SUPPORT:** To make tree planting compulsory	**Noted** 1. The draft policy is focused on protection of existing 'Regulated Trees', however new grouped and multiple dwellings do require deep planting zones and trees as part of the landscaping under the Residential Design Codes.
40	Name and Address withheld	**SUPPORT:** 1) Check with the council before buying land with mature trees. 2) Checking if architect can build around the tree/trees 3) Using Council approved services to "move" mature trees. Yes this is possible and many countries in the world use these means. Large scale developments where more than one tree is removed to subdivide land needs regulations in place. Tree moving services / methods need to be studied. Subdivisions with tree's can be larger plots and their beauty should be advertised - there are people like me/my family who don't mind mature trees on the plot.	**Noted**
41	Claire – Resident, Bibra Lake	**OPPOSE:** Land owners should be able to develop their own land with in the design guidelines. If land is located within industrial or commercial zoning, it should be expected that owners will want to clear the land to use as	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submission 24.**

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		they see fit. Preventing this because of existing trees seems to be counter intuitive to the zoning.	
42	Nicole – Resident, Hamilton Hill	**SUPPORT**: Is there an offsets type option? So if a development required the removal of a tree there could be a compensation such as offset tree planting? While I fully support every attempt to retain healthy, native mature trees, there might need to be an option to offset any damage caused. The loss of a mature tree vs new tree planting isn't an easy 1:1 replacement because of the ecological significance and urban heat impact a mature tree has vs a new young tree, but maybe a 1:5 or similar such balance could be achieved. I also think every new development should come with a minimum native vegetation footprint. Its depressing to see so many new houses and units going in with no green space considered. And while I understand the economic and social aspects driving this development, I think more consideration needs to be given to including a "green footprint" if you will in the design. Greater demands on development to include green vegetation spaces.	**Noted** 1. The draft policy focuses on protecting existing mature trees, rather than attempting to fully replace their loss which it is recognised may not be possible. 2. However Local Planning Policy 5.22 'Environmental Conservation' includes measures whereby if native vegetation or significant tree is identified as worthy for retention, but retention is unlikely due to unfavourable site specifics, the proponent shall liaise with the City regarding the feasibility of an appropriate revegetation/ tree replacement offsets package. 3. The Residential Design Codes dictate open space and general landscaping requirements, including deep soil zones for residential development.
43	Lukaswmartin – Resident, Lake Coogee	**SUPPORT:** If development is needed or approved there needs to be provisions for increasing the tree canopy as part of it. Additionally there needs to be flexibility based on these trees, ie concessions based on layout etc This policy is to protect existing trees which is GREAT. But, protection can also come in the form of additional trees and progressive planning for these additions.	**Noted** 1. The draft policy includes flexibility to consider trees in the context of new development, including the potential for replacement tree(s).
44	Laurence – Resident, Lake Coogee	**SUPPORT:** Make incentives for land owners who have trees in the protected tree policy, it'd be good to have more established trees around for wildlife as well as being visually nicer. To drive down streets lined with big trees is a beautiful thing. Street trees, begin using bigger trees as the street trees installed at new premises perhaps?	**Noted** 1. See the City's response to **Submission 9.**
45 & 242	gretta.littlepetal – Resident, Hamilton Hill	**SUPPORT:** Plant more trees! Love and look after our trees. In parks with mature trees consider succession planting	**Noted** 1. Consideration of tree planting and replacement in public open space does occur to ensure ongoing canopy cover and shade.

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46	Galeforce – Resident, Lake Coogee	**SUPPORT**	**Noted**
47	Name and Address withheld	**OPPOSE**	**Noted**
48	Percnco – Resident, Spearwood	**SUPPORT:** Significant trees should be protected for the habitat and food they provide. Planting new trees to replace them in 50 years doesn't cut it for the last remaining animals.	**Noted**
49	TrishaWF – Resident, Hamilton Hill	**SUPPORT:** I think it looks good as it is. I have a large tree across the fence from where I live and it provides shade for me (and therefore heat reduction), plus a place to eat and rest for many types of birds and bees too (they buzz around enjoying the blossoms in the tree). It could go further in encouraging homeowners to plant more native trees and bushes as well. Other than encouraging not only retention but planting of new trees/bushes, it might be good to explore encouraging removal of pest trees or trees that use too much water (e.g. are not native), too. Perhaps a rate discount or something for home owners who keep trees/plant new trees.	**Noted** 1. The City has other measures to encourage planting, including native plant subsidy scheme. 2. See the City's response to **Submission 9.**
50	Rider – Resident, Hamilton Hill	**SUPPORT:** The punishments for failure need to be proportional to the land and owner, NOT a flat rate. Flat rates become the cost of doing business. Merely another tax that get passed on to the end-user/buyer. We see this all the time by greedy developers, where they will flatten land, destroying vegetation, and then just pay the fine, put up high-end apartment blocks and pass the cost on to the buyers. However, a focus on speed of resolution in reviewing applications and appeals would go a long way to ensure rules are followed; in days or weeks at most, never months. If it costs a builder $1000 a day to wait, and it takes 10 business days to get a go-ahead, then a $5000 fine would be a half-price discount. Don't reward that kind of behaviour. Safety: in both leaving the trees there, and in bringing them down. Compromises: if there is a way to encourage a primary application, and a back-up alternate option(s) at the same time, it should be offered. eg. Cut down tree 1 or tree 2 vs trim tree 1 and 2 with maintenance and long term safety issues.	**Noted** 1. Penalties must be within the legislative framework - The maximum penalties for breaching an offence provision under the *Planning and Development Act 2005* are significant. Alternatively, the City may introduce a local law to impose fines for tree damaging works. 2. Proposals to remove 'Regulated Trees' on development sites will typically form part of the overall Development Application therefore will be unlikely to delay decisions.

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		ALWAYS consider the value of large trees as wildlife habitat. As part of that, consider the value that wildlife brings to property values. Being able to advertise backyard bbqs with flocks of parrots vs dead zones? One land will sell better.	
51	Anna11 – Resident, Hamilton Hill	**SUPPORT:** I think it is a wonderful idea to protect trees during redevelopment - too many times we see beautiful old trees pulled down when land is redeveloped, and if they are at the edge of the property there is no reason not to leave them. Putting in an incentive to plant trees on your property, maybe the council could plant trees on the property when the development is complete, not just on the verge.	**Noted** 1. The City has other measures to encourage planting, including native plant subsidy scheme. 2. See the City's response to **Submission 9.**
52	Chris Lim – Resident, Hamilton Hill	**SUPPORT:** Impose severe penalties, jail sentences, suspension of licences and permits and sack offenders.	**Noted** 1. See the City's response to **Submission 50.**
53	Name and Address withheld	**SUPPORT:** I would insist that all houses have a street tree and especially all new houses. There should be a large tree planted for every new dwelling. The impact of poorly implemented urban Infill that creates decimation of shade and habitat trees. Combating this is paramount not only for aesthetics and environmental reasons but consider the more affluent suburbs of Perth, Dalkeith for example is FULL of trees!	**Noted** 1. LPP5.8 'Subdivision and Development – Street Trees' requires a street tree for each residential property, imposed as a condition of subdivision or development.
54	John8448 – Resident, Banjup	**COMMENT**: My concern has been how, at one time, semi rural properties were expected to grow trees and also not to clear land. I notice most new owners now clear their land completely of vegetation. How did council allow this? Our land was complete scrub .. no trees. Now we have hundreds of trees. Some have had to be cleared because of density or 'breakage.' Have to be careful to not be too onerous.	**Noted** 1. The local planning scheme does currently require development approval prior to removal of vegetation on 'Rural' and 'Resource' zoned land.
55	Liz Mitchell – Resident, Hamilton Hill	**SUPPORT**: great idea even after going through a subdivision ourselves	**Noted**
56	Tantor – Resident, Lake Coogee	**SUPPORT:** I think it is a good idea	**Noted**
57	Osito80 – Resident, Hammond Park	**SUPPORT**	**Noted**
58	Brendan – Resident, Beeliar	**SUPPORT**	**Noted**

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59	Pompey Geezer – Resident, Hammond Park	**SUPPORT:** YES ! City of Cockburn could do something about the developers in Hammond Park ripping down trees. The black cockatoo is a very frequent visitor to this area and we do not want to lose them. Barfield road (south) development a prime example. Shame on Council. Not just canopy for resident but also for animal and birdlife	**Noted**
60	Grogan – Resident, Success	**OPPOSE**	**Noted**
61	Name and Address withheld	**SUPPORT**	**Noted**
62	Lake City – Resident, Coolbellup	**SUPPORT**	**Noted**
63	Ablore – Resident, Atwell	**OPPOSE:** Leave landowners to look after their own land and stop creating more and more laws limiting landowner rights. Scrap it	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submission 24.**
64	Name and Address withheld	**OPPOSE**: Leave private owners alone. Implement for developers only Don't tell anyone how they should live	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submission 24.**
65	Lizbowman84 – Resident, Spearwood	**SUPPORT:** We should have a tree canopy target to align with this policy. WA is the only state without a target and is dismally low compared to other states. Without tree canopy people and animals suffer from heat more, and endemic animals such as the red tailed black cockatoo are endangered due to reduced habitat from tree clearing. Yes we need more housing, but there needs to be a way to build compatibly with trees/nature.	**Noted** 1. The City's Urban Forest Plan will address tree canopy targets.
66	DavidQ – Resident, Treeby	**SUPPORT:** There should be a significant fine for breaching the policy, and the fine shouldn't be seen as just another cost for the developer/owner i.e. the fine is $5,000 so the developer/owner knocks down the trees and is happy to pay the fine.	**Noted** 1. See the City's response to **Submission 50.**
67	Denz – Resident, North Coogee	**SUPPORT:** If tree is in such a position that it will cause great expense to the development the trees can be removed but for that removal let's say 3 more mature trees have to be planted on that subdevelopment. But again this exposes a lot of discretion and could be abused it's just a suggestion. It is a good idea	**Noted**

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		having a tree protection. I live in Port Coogee and there are number of idiots that removed the trees from the verge. Suburbs without trees look horrible and Port Coogee needs way more trees suburbs with trees look so beautiful I work in western suburbs and it looks so good seeing the suburbs full of trees. The whole area needs more trees. Some of my friends tell me that the city council are planting a tree on every verge whether you like it or not and you need to maintain it I fully support that initiative hopefully city of Cockburn will one day implement that.	
68	RechelleB – Resident, North Coogee	**SUPPORT:** Developers should not be allowed to clear all site vegetation and then plant stupid little trees. All developments should be designed to allow for tree planting on both the verge and big enough gardens for owners to plant more trees. More verge trees	**Noted** 1. New developments are required to include new landscaping, including trees as set out by the Residential Design Codes and local planning framework appropriate to the new development to ensure they are viable. 2. In larger developments/subdivisions the City's Local Planning Policy No. 5.22 'Environmental Conservation' will apply, which may require flora and fauna surveys where remnant vegetation is present, including trees with a diameter greater than 300mm diameter at breast height (DBH) plotted on an overlay of the development plans and proposed cut to fill levels. LPP 5.22 states all endeavours are to be made to protect and retain trees that have been identified in fauna or flora surveys as providing significant habitat foraging value.
69	Lc89 – Resident, Bibra Lake	**SUPPORT**	**Noted**
70	JadoMS – Resident, Coolbellup	**OPPOSE:** Whilst I understand the need for canopy trees, this should not be at the sacrifice of human safety. My neighbour has huge widow makers that are 4 stories high, these are dangerous, their branches could fall and land on my granny flat and kill one of my children. Canopy trees have a place as long as they are safe. Yards with large trees, where there are homes, underneath is not safe, parks and wide-open spaces are places for these trees, not built up Many homes in Coolbellup are being subdivided, providing free tree's to builders that are of medium height would be a safer solution. I fear every winter that one of my neighbour's tree	**Noted** 1. Unsafe trees on private property can be dealt with under the *Local Government Act 1995*. Pruning or removal of trees required for safety reasons are proposed to be exempt from Development Approval.

No.	Name/Address	Submission	Recommendation
		branches will come down and kill or hurt someone I love. This is the price for urban development. We are in a suburb quite close to the City of Fremantle, large tree's need large blocks to drop their branches safely, that is not our suburban backyard. This policy could mean the death or damage to a human, this needs to be taken into consideration.	
71	Actamaran – Resident, Hamilton Hill	**SUPPORT:** I support the protection of trees. A policy like this should not be imposed without also providing resources to landowners. Looking after trees that size is at the owner's expense. Unless the council contributes to keep the trees healthy, they should not be imposing restrictions on what the landowner can and cannot do with them. If you care for the trees, I hope you show it in a responsible way. Mature trees on private properties are an asset for owners. We already are doing the work of protecting them and we live where we do because of them. You need to impose better landscape architecture guidelines for Developers not including trees when proposing design to the council. the project on 75 Healy Road is an example of the council doing nothing to encourage keeping trees some of them protected Tuart trees.	**Noted** 1. See the City's response to **Submission 9.**
72	Leith2020 – Resident, Spearwood	**SUPPORT:** Yes, more street trees that provide food for carnaby's such as macadamia and almond trees as well as hakeas, grevilleas etc If a tree is of particular significance in the street or to local wildlife and there is a large cost related to maintaining it, perhaps the shire could have some financial support for the property owner since we all benefit from the tree. Perhaps trees over a certain height?	**Noted** 1. See the City's response to **Submission 9.**
73	Renton1965 – Resident, North Coogee	**SUPPORT**	**Noted**
74	Mark007 – Resident, Hamilton Hill	**SUPPORT**	**Noted**
75	serenapangestu` - Resident, Bibra Lake	**SUPPORT:** Spread knowledge and educate the general public about the importance of living with trees. Incentivise people to grow and maintain large mature trees like the tree bonus proposal undertaken by the City of Canning.	**Noted** 1. See the City's response to **Submission 9.**

No.	Name/Address	Submission	Recommendation
76	RichB – Resident, Atwell	**SUPPORT:** Looks like you are doing a great job, keep up the good work balancing the trade-offs. Ultimately we do need new developments and increased density, but not at the cost of losing trees that take decades to grow.	**Noted**
77	JT – Resident, Bibra Lake	**SUPPORT:** I think tree density and maintaining a canopy connection should be considered when assessing each case. If a tree is a key connection between other trees, then it should be valued more than one on the outskirts of a tree grove. I.e. each tree is not valued the same. Consider the role of dead standing trees in habitat for many animal and bird species, a lot of dead tees provide shelter and holes for nesting, these holes take decades (if not centuries) to develop, so dead trees should be valued as well.	**Noted** 1. Matters such as tree species and connectivity will be considered in the assessment process of any proposals to remove 'Regulated Trees'. 2. Whilst the value of dead trees as habitat is noted, the City has taken the approach that only living trees can meet the definition of 'Regulated Trees'. This is considered to be a balanced approach across all zoned land, considering the potential safety issues associated with dead trees.
78	Shanan123 – Resident, Hamilton Hill	**SUPPORT:** To do some Public relations promotion via social media to inform the tree protection policy Reduce lawn and fertilizer and replace with native garden and edible vegetable and herb patch	**Noted** 1. If adopted there is an intention to widely promote the new requirements, including using social media. 2. The City promotes waterwise gardens, and has a native plant subsidy scheme.
79	Name and Address withheld	**COMMENT**: Unclear how some trees have been categorised. A number near me are protected on the map but are verge trees so would already be covered Differentiating between people clearing trees for development versus long term owners removing trees that may be impacting their garden space	**Noted** 1. The Regulated Tree mapping shows all trees 8m in height and greater, including those on reserved land. This mapping is a tool to assist in identifying 'Regulated Trees', and the policy is intended to all private property. 2. The policy intends to trigger the need for Development Approval to remove 'Regulated Trees' across all zoned land in response to increasing community concern regarding the ongoing loss of tree canopy, the associated environmental consequences, and the diminishing character of established neighbourhoods.
80	Paul Crouch – Resident, Coogee	**OPPOSE:** Multiple large trees are poorly maintained by landowners in Coogee and surrounding suburbs. Causing excessive mess, damage to neighbouring properly- passing such laws will make it even harder to get landowners to take responsibly of suitably maintaining trees	**Noted** 1. The draft policy provides for routine maintenance to 'Regulated Trees' and pruning of neighbouring overhanging branches, and it is not considered it will discourage landowners from undertaking such works.

No.	Name/Address	Submission	Recommendation
		Effort should be put in to better support new development and existing residents to maintain regular pruning of trees that become too large to ensure they can remain rather then needing to be removed.	2. Landscaping plans for new developments will be required to include trees of an appropriate species in the context of the new development, including consideration of the height of the tree at maturity.
81	Anina – Resident, Spearwood	**SUPPORT**	**Noted**
82	Madeline.129 – Resident, Coogee	**OPPOSE:** Privately owned trees should be kept to a reasonable size.	**Noted** 1. See the City's response to **Submission 80.**
83	Janeller – Resident, Aubin Grove	**SUPPORT:** Listen to the owners' concerns Not for this policy but something needs to be done about the growing number of properties installing large amounts of fake grass	**Noted**
84	Name and Address withheld	**SUPPORT:** No suggestions, I think it is a great initiative. There is too few trees in the city of Cockburn and a lot of them are dropping limbs and beginning to look unhealthy so it is important to maintain those that we can. If removal of trees are needed then it should be policy to replace that tree with at least two others that will be able to contribute to an increase of the overall canopy on maturity compared to the tree being removed. This will ensure that the future canopy is maintained. There is too many houses that remove vegetation to have barren dry lawns in the area.	**Noted** 1. See the City's response to **Submission 17.**
85	GeorgeS – Resident, Coolbellup	**SUPPORT**	**Noted**
86	Name and Address withheld	**SUPPORT:** I strongly support the proposal especially registering trees over 8m. I think there needs to be a commitment from the council to manage the registered tree data base, looking at the map a number of the trees highlighted in my area have been already removed, also, with the removal of overhead powerlines in a few years time, there may be a number of trees that can finally grow to their full height which will need to be put on the register.	**Noted** 1. The Regulated Tree mapping shows all trees 8m in height and greater, including those on reserved land. This mapping is a tool to assist in identifying 'Regulated Trees', it does not represent a database, and will be updated every two years to assist in implementing the policy.
87	Name and Address withheld	**COMMENT**: Not sure. It took ages to get the council to poison a declared pest in our neighbourhood. So, will it take extra workers, will it be trained people, what is it going to cost, ...? I wonder if we start with parks and development areas before we engage with homeowners.	**Noted** 1. The City will continue to identify opportunities to increase tree planting in reserves to contribute to tree canopy cover.

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		Private property is PRIVATE property, and I would like to see that the council can make suggestions and plant trees in the council areas and manage them.	2. See the City's response to **Submission 24.**
88	Popcorn – Resident, Spearwood	**SUPPORT:** It currently isn't clear as to exactly how much assessment the City is required to conduct when it receives an application for approval for tree destruction. It is not clear whether one person can decide the outcome of the tree destruction or whether a consensus among a few people is required. I.e how resilient is the policy and process to corruption? Please clarify what level of transparency of the approval process there will be for the public, how many people from the City have to agree to the destruction of a tree, and appropriate justifications for authorisation of tree destruction.	**Noted** 1. The process for assessing and determining applications will depend upon the nature of the proposal and whether it is part of a broader development proposal. 2. Proposals will be assessed against the policy and other elements of the local planning framework. 3. Development Applications will be typically be assessed and determined by the Development Services team with input from other teams, and potentially specialist arborist assessment as required. 4. This process seeks to ensure timely and efficient decision-making within statutory timeframes.
89	Damo – Resident, Beeliar	**SUPPORT:** If it's not native to Australia then it should be removed without a permit. If it is a native species then a permit should be required. Residents should be allowed to remove problem trees on their own property without the red tape.	**Noted** 1. The draft policy proposes to include native and non-native species 8m in height or greater as 'Regulated Trees' recognising their contribution to urban canopy and neighbourhood character. 2. The draft policy identifies that pruning works or removal of a tree for safety works, or where damaging infrastructure, is exempt from Development Approval.
90	Name and Address withheld	**SUPPORT:** Include trees of a smaller height, perhaps 5 or 6 m That Cockburn has one of the lowest tree canopy cover rates in all of WA. Tree canopy gives relief from heat, habitat to native wildlife, and sound mitigation.	**Noted** 1. See the City's response to **Submission 25.**
91	Name and Address withheld	**OPPOSE:** Any costs to drain damage etc & pruning is the owners responsibility therefore it should be the owners choice whether to remove the said tree If the council want to maintain my trees & provide costs to damages they are welcome to keep them	**Noted** 1. The draft policy identifies that pruning works or removal of a tree for safety works, or where damaging infrastructure, is exempt from Development Approval.
92	Burger – Resident, Atwell	**OPPOSE:** I do not believe these such rules should be imposed on privately owned property. It's down to the owner how they wish to proceed with their own property	**Noted** 1. See the City's response to **Submission 24.**

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93	WB6164 – Resident, Hammond Park	**SUPPORT:** Stop planting verge trees that are useless for providing canopy shade	**Noted**
94	BushChookAlco – Resident, Beeliar	**OPPOSE:** Put more effort into developing trees along major roads. Cars aren't meant to hit trees and should be considered a non-issue.	**Noted**
95	H4nn4h – Resident, Hammond Park	**SUPPORT:** Improve definition of general maintenance and what is considered damage. Unobstructing/non-dangerous branches being cut down etc.	**Noted** 1. The draft policy does provide guidance on the types of pruning works that are exempt to provide greater clarification than the WALGA policy template. The City accepts some pruning works may occur within the scope of the policy without Development Approval that may not be strictly required for safety reasons, however a reasonable approach has been taken which allows for pruning works generally where they are not topping or pollarding (which impact the ongoing health, viability and safety) of the tree.
96	Felicia – Resident, Spearwood	**SUPPORT:** Please protect mature trees they are becoming fewer and fewer at a detriment to the community and animals.	**Noted**
97	RaymondGrenfell – Resident, Hamilton Hill	**SUPPORT:** It is a good policy but should be expanded to include any significant areas of tree canopy, not just mature trees. The city would be wise to consider that Cockburn is currently one of the lowest ranked local areas in terms of tree canopy. This is in stark contrast to the desires and wishes of the majority living in Cockburn, we want to preserve our natural and wild spaces.	**Noted** 1. In the 'Resource' and 'Rural' zone removal of vegetation will continue to require Development Approval, and clearing of large areas of native vegetation requires a permit under Part V Division 2 of the *Environmental Protection Act 1986.*
98	Junelle – Resident, Yangebup	**COMMENT:** Councils own the verges plant trees and maintain them to help environment and bird life Plant more verge trees	**Noted** 1. The City will continue to identify opportunities to increase tree planting in reserves to contribute to tree canopy cover.
99	Lorna Hardy – Resident, Bibra Lake	**OPPOSE:** If the council became responsible for the pruning of large trees if they are deemed protective, and also any liability for any damages caused by the tree - fair enough. Also if renovations need the removal of the tree this should be allowed. Instead of penalising homeowners and what they do with their tree, how about legislating that every property has a verge tree.	**Noted** 1. The draft policy identifies that pruning works or removal of a tree for safety works, or where damaging infrastructure, is exempt from Development Approval. 2. The policy is not intended to impede the type and level of development anticipated by the zoning of the

No.	Name/Address	Submission	Recommendation
		This impacts on homeowners, and could be utilised by the community to prevent neighbours from renovating, also if permission is needed to prune, this can delay in pruning causing damage. Instead of making people keep trees on the property, maybe plant more trees on verges and council owned lands, parks, ovals etc	land – it seeks to retain trees were possible whilst reasonably accommodating new development. 3. Proposals to remove 'Regulated Trees' to accommodate extensions will be considered reasonably where there is no alternative option. 4. LPP5.8 'Subdivision and Development – Street Trees' requires a street tree for each residential property, imposed as a condition of subdivision or development. 5. The City will continue to identify opportunities to increase tree planting in reserves to contribute to tree canopy cover.
100	Mgreen – Resident, South Lake	**SUPPORT:** Clear communication on the responsibilities of people who live near trees e.g. it is not the tree 'owner's' responsibility to collect all leaves from neighbours yard. Neighbours cannot throw leaves and debris over the fence. There needs to be an understanding that trees lose leaves or may lift pavement etc but provide amenities that make this worthwhile. It can sometimes feel like a legal liability to have trees depending on who your neighbour is. It would be nice if the City could also encourage people to plant trees in their gardens. I think a behaviour change campaign could be helpful in changing attitudes and behaviours towards trees in certain suburbs.	**Noted** 1. It is recognised these matters can be addressed through education which will be important to assist with implementing the policy and encouraging vegetation protection more broadly by promoting the benefits.
101	Name and Address withheld	**OPPOSE:** Ridiculous policy to control how land owners manage trees in small lots, potentially causing damage to their own property and those around them. The larger a tree becomes and closer to property the more unstable and potential risk it causes, as well as leave litter to damage surrounding properties. Who is going to police if very large trees in small plots of land are structurally safe to surrounding properties and don't spread leaf matter that will cause fire risks?	**Noted** 1. The draft policy specifies that pruning or removal of Regulated Trees for safety reasons is exempt from Development Approval. 2. Under the *Local Government Act 1995*, local governments have the authority to intervene when trees on private property pose a danger to people or property. This includes requiring property owners to take action to make such trees safe.
102	Zorba – Resident, Hamilton Hill	**OPPOSE:** Expanding the criteria for a protected tree. Age Type Potential Hazard	**Noted** 1. The City recommends the 8m height be used as a key criterion for 'Regulated Trees' to align with the WALGA model policy and the height generally adopted by other local governments – this provides

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			for a level of consistency and also aligns with tree height mapping. 2. The City considered it important to be able to reasonably identify 'Regulated Trees' for the purposes of transparency, implementation and enforcement. Other criterion (such as age or type) will be too difficult to map across the City, making implementation problematic. 3. However, these matters (age, type and potential hazard) will be considered in assessing any proposals.
103	Paulapeldoorn – Resident, Atwell	**OPPOSE:** Greater protection of existing public space as opposed to private land - why is it ok for Glen Iris to be demolished but homeowners can't reduce or remove one tree. No consideration for preventative removal. I live near an area with significant trees and EVERY major blow there is always large dangerous limbs on the ground. None of which is ever looking dangerous prior I'd hate for that to happen onto my home/car etc Owners rights - stop creating more red tape and charging us to modify our own land!	**Noted** 1. The Glen Iris subdivision considered retention of trees as part of the planning process, in line with the planning framework at the time. 2. See the City's response to **Submission 24.**
104	Name and Address withheld	**SUPPORT:** The current 8m threshold is too high. Thus should be lowered to 3m. Trees of this size already provide valuable shade, cooling, habitat and amenity, especially as many smaller species are better suited to urban environments and smaller lots. Other thoughts: - include protections for native shrubs and understorey vegetation. We need a variety of habitats to be protected to support biodiversity - Require replacement planting for any approved removals, with a preference for native species and a minimum growth potential - Offer incentives or recognition for landowners who retain or enhance tree cover on their property - Map and monitor tree canopy over time to track progress and accountability	**Noted** 1. See the City's response to **Submissions 9 and 25**. 2. The City will monitor tree canopy cover through the Department of Planning, Lands and Heritage mapping, and Urban Eye mapping.

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105	Name and Address withheld	**SUPPORT:** Involve the land owners in the process prior to the process being fully implemented. (i.e. identify the trees first then finalise the process with input from as many land owners as possible before locking down the process).	**Noted** 1. There are over 15,000 trees 8m in height or greater therefore it would be impractical to liaise with each individual landowner. The consultation process for the proposed policy has been extensive, including supporting mapping to assist in identifying 'Regulated Trees'.
106	S&B – Resident, Coogee	**OPPOSE:** When large trees are on small blocks there are dangers to residents and neighbours Use common sense when considering individual cases. Consider safety above saving trees	**Noted** 1. See City's response to **Submission 101.** 2. Proposals to remove 'Regulated Trees' will be assessed against the policy, including consideration of safety issues and appropriateness of the tree in the context of new development.
107	Name and Address withheld	**SUPPORT:** Preserve flora and fauna	**Noted**
108	Ruairi750 – Resident, Bibra Lake	**SUPPORT**	**Noted**
109	Name and Address withheld	**SUPPORT:** Clear definitions of what a regulated tree are essential, but I cannot see them. I would love for trees that provide forage for Black cockatoos and other wildlife such as Marri, Jarrah, Sheoak, Rottnest Is. pine, macadamia and jacaranda to be given priority for preservation. I would like the Council and City to consider retaining Cape Lilac trees as they provide good forage for black cockatoos. This is a great initiative and I thank the City for attempting to improve amenity, reduce urban heat and retain large trees as habitat and food sources for native fauna.	**Noted** 1. The draft policy proposes the key criterion for 'Regulated Trees' to be a height of 8m or greater. This provides for supporting mapping to ensure transparency and ease of implementation and enforcement.
110	Name and Address withheld	**OPPOSE:** Don't make it apply to smaller landholdings and subdivisions (e.g. single property division)	**Noted** 1. The draft policy is proposed to apply to all zoned land, however it is not intended to impede the type and level of development anticipated by the zoning of the land – it seeks to retain trees were possible whilst reasonably accommodating new development.
111	Mattgrida – Resident, Coogee	**SUPPORT**: City of Cockburn should look to plant trees in reserves that will benefit wildlife. It will take a long time for them to mature but have to start somewhere	**Noted** 1. The City continues to actively identify opportunities for additional tree planting in reserves.

No.	Name/Address	Submission	Recommendation
		Buy back from land owners if the policy renders land unusable for development. City can then manage the land and trees how they see fit	
112	Bfoottit – Resident, Atwell	**SUPPORT**	**Noted**
113	Noahl – Resident, Spearwood	**SUPPORT:** Increase penalties for not adhering	**Noted** 1. See the City's response to **Submission 50.**
114	Colin4748 – Resident, Lake Coogee	**SUPPORT**: I don't have anything to add that might improve the proposed Policy. I do support tree retention, but I also realise that it would not be possible in some cases. I would not like to see the Policy get in the road of the planning approval process. I think we have enough red tape in that process already. So, really a case of retain trees that can be accommodated within a development, but don't go overboard to protect every tree in a proposed development.	**Noted** 1. The draft policy is not intended to impede the type and level of development anticipated by the zoning of the land – it seeks to retain trees were possible whilst reasonably accommodating new development.
115	Name and Address withheld	**SUPPORT:** All verges should require mandatory trees. No mature tree AT ALL should be removed - and penalties should apply if they are. There are incredible buildings around the world incorporating trees into design instead of removing them We desperately need increased tree canopy. Mature trees are irreplaceable habitat. Planting a new one cannot compare to the shade and habitat provided by mature trees	**Noted** 1. The City's LPP 5.18 'Subdivision & Development - Street Trees Policy' species the requirement for a minimum one street tree per lot, which applies for subdivision and residential development, and the City continues to identify opportunities for street tree planting in verges.
116	Name and Address withheld	**SUPPORT**	**Noted**
117	Cathy Garbin – Resident, Coogee	**SUPPORT:** Encourage people to plant more trees and other plants. Plant many more street and park trees.	**Noted** 1. The City continues to actively identify opportunities for additional tree planting in reserves; and offers native plant subsidies to encourage planting on private property.
118	Albrecht – Resident, Beeliar	**SUPPORT:** Extend it retroactively to existing properties by assessing trees Consider vertical development. Less land clearing, better energy efficiency, increased population density to enable better funded and utilised public services	**Noted** 1. The draft policy is proposed to apply to 'Regulated Trees' on existing properties. 2. The City promotes higher density development where appropriately serviced by public transport through structure planning and zonings.

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119	Leah – Resident, Coolbellup	**SUPPORT:** A clear list of species to be protected should be developed, focusing on endemic species or species that are known to be of environmental and amenity value. Similarly, a list of species not to be protected should be developed, for example those that pose human health risks (such as London plane trees). Consideration needs to be made of potential risks from mature trees overhanging houses or interfering with underground infrastructure, with decisions made based on professional advice. Criteria for condition assessment of the tree's health in line with best practice arboricultural standards. The Council needs to balance the need for the revenue created by infill subdivision with the concurrent loss of tree canopy, increased heat island effects, loss of amenity and decline of quality of life for residents. I'm glad this LPP is being considered, but the first step is for Council to stop approving residential subdivisions and house sizes that leave no room for significant trees.	**Noted** 1. Trees that are either a 'Declared Plant' or a 'Weed of National Significance' are proposed to be exempt from the requirements of the policy. 2. The draft policy seeks to balance infill development with tree retention. 3. The draft policy specifies that pruning or removal of Regulated Trees for safety reasons is exempt from Development Approval, and safety matters will be considered in the assessment of Development Applications.
120	Nic_taylor – Resident, Coolbellup	**OPPOSE:** The focus should be on developers and large builders who are developing swathes of land to create canopies, rather than putting increased pressure on individual landowners. Hammond Park and Calleya are examples of bad planning where developers had nothing forcing them to put trees in. I also have concerns about getting simple pruning/trimming done by my neighbours who have already been resistant to me asking them to trim their large trees due to leaf damage and risk of falling branches. This guidance will provide them with a generic "protected tree" response, regardless of a risk based approach to whether tree trimming is needed. Focus on large new developments, not existing older properties.	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submissions 24, 80 and 101.**
121	Name and Address withheld	**OPPOSE:** That trees over 8m height and minimum distance from boundaries on private property need to be implemented by law that the trees are managed by the owner, checked by arborist and to be pruned or to maintained that the tree is manageable at the larger size and not a danger to the public and property. The above, the required height and distance from boundaries and rules on how these trees need to be managed by the	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submissions 24, 80 and 101.**

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		owners of the property where the tree is located. What ramifications are in place and governed by Cockburn to the damage to buildings and infrastructure, also the required placement of the larger trees ie how far from boundaries to have a healthier canopy, tree etc.	
122	AJ Anderson – Resident, Bibra Lake	**SUPPORT:** Low fees a must Impact on elderly, disabled, low income residents	**Noted** 1. Development application fees would be in accordance with the City of Cockburn Schedule of Fees and Charges. If no development is proposed, and the application is only for tree damaging activity, the development application fee would be $147.
123	Kyliemann – Resident, Coogee	**SUPPORT**	**Noted**
124	Name and Address withheld	**SUPPORT:** Include mandatory caveat to include trees 8m + on sale of properties so buyers are aware and plan especially for developers.	**Noted** 1. It is not considered a caveat on the property would be a practical approach – the City will seek to educate the community and developers about the requirements
125	Kook420 – Resident, Hamilton Hill	**SUPPORT**	**Noted**
126	Emma-Leigh – Resident, Hamilton Hill	**SUPPORT**: This is a REALLY important policy development and many thanks for taking action. I would love to see the policy stronger. For example: – 8 m high is a big tree, could we reduce this to 6 m high. – In larger developments, we know tree health requires other trees and plants. Can there be discussion around 'Regulated trees and their supporting trees'. This will assist in tree health, so we don't get one struggling tree that eventually dies. Perhaps a pocket of trees retained to support one another as the priority? – I am worried about the wording of 'feasibly retained' (section 4(4)). This is very subjective.... Who decides what is 'feasible'?... this relates to my next point - – Can 'economic loss' be added to the "justifications for tree damaging activity to a regulated tree will not be supported" list (section 4(5)). The reason why most people cut trees down is to maximise profit and minimise cost... this can't	**Noted** 1. See the City response to **Submission 25.** 2. In larger developments/subdivisions the City's Local Planning Policy No. 5.22 'Environmental Conservation' will apply, which may require where remnant vegetation is present, proponents may be required to undertake flora and fauna surveys, including trees with a diameter greater than 300mm diameter at breast height (DBH) plotted on an overlay of the development plans and proposed cut to fill levels. This will assist with identifying stands of trees for retention. LPP 5.22 states all endeavours are to be made to protect and retain trees that have been identified in fauna or flora surveys as providing significant habitat foraging value. 3. The City does not support inclusion of 'economic loss' as a justification that is not supported, as it is considered reasonable for landowners to achieve

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		continue if this policy is to help change behaviour. Most would not be happy to retain a tree v earn or save a bit more money. So this policy needs to be paired with review of local planning so that biophilic and nature-positive design is mandated, prioritised and incentivised in development. For example - Incentivising creative development that include homes / buildings with smaller footprints but some height, rather than normal clear-fell subdivision with small blocks and huge homes. These sorts of developments can ensure the retention of trees and the creation of shared green space for those living in the area. Especially important to highlight that there should be design around existing trees, maximisation of replanting significant trees / rewilding their verge / shares spaces etc, and creation of CORRIDORS (how are developments considering the precinct and connectivity of green spaces - can we create links of green to parks / nature spaces etc)? Also enforcing or ensuring designs have permeable pavings and driveways, large spaces to protect roots and ensure enough water to the plants, banning false turf that suffocates roots and soil, etc. It must also be a bit clearer that 'replanting' a tree is not the same as existing canopy (especially if large natives are replanted with introduced species or trees such as frangipani, ornamental pears, or Mongolia). the other question is how will this be enforced.... Will there be penalties for not retaining trees? Link with review of local development policy - Consider how this fits with future large development and can we take an 'intentional and regenerative design' approach in general to create spaces that give back and nourish environmentally and socially, rather than 'minimum sustainability principles'. - This therefore needs to encourage developers or subdividers to explore 'connectivity' and precincts and how their block relates to the local landscape and local community.	development anticipated by the zoning of the land. This seeks to achieve a balanced approach to retaining trees where feasible in the context of new development, and where designing around the tree is feasible. 4. The policy is clear that there is a presumption against removing a Regulated Tree, however sometimes a smaller replanted tree may be more appropriate and feasible in the context of new development. 5. The City is constrained in incentivising subdivision outcomes in this way by the State Planning Framework, including the Residential Design Codes and Single House exemptions under the *Planning and Development (Local Planning Scheme) Regulations 2015.*
127	TBean – Resident, Yangebup	**OPPOSE:** If council is going to insists residents keep trees that cause a lot of mess, will they help to keep them pruned etc.	**Noted** 1. The policy does not prevent the removal of trees that pose a genuine safety risk or cause significant

No.	Name/Address	Submission	Recommendation
		Elderly residents might get tired of getting gutters overflowing and just want to get rid of a tree	structural damage. Where trees are contributing to ongoing maintenance issues residents may apply for development approval to remove or modify the tree and the proposal will be considered on its merits.
128	Name and Address withheld	**SUPPORT**: Yes in established suburb there should be a requirement to consult with people living next door who might value the tree. There should also be a review of the criteria for nominating significant trees with a positive view towards listing instead of finding reasons not to list. as when I wanted to list some significant trees I was told I couldn't because they weren't the right species. Even those these trees have been here for decades and are used by the carnabys and red tailed black cockatoos and should have been listed for that reason. You state palms are not included but you have identified a palm next door as a regulated tree. Re use of aborists - this needs to be done with caution as too many times I have seen aborists declare healthy trees as a danger to circumvent policies like this to protect trees and their word is seen as the deciding factor (the aborist is being paid by the applicant so there is inherent bias). Perhaps in situations where there is disagreement over removal, an independent expert is required to provide an opinion.	**Noted** 1. The 'Significant Tree' register is intended to protect trees with cultural heritage value, and there is no intention at this stage to review criteria. 2. The mapping referred to is a tool to assist in identifying 'Regulated Trees' – it maps all vegetation 8m high and greater, and is to be read in conjunction with the policy which specifies exemptions. 3. The City may undertake an independent review of arborist reports where necessary to confirm recommendations.
129	Linka – Resident, Beeliar	**SUPPORT**	**Noted**
130	Tanivey – Property Owner, Yangebup	**SUPPORT:** The long term sustainability and livability of urban/suburban areas. The more trees and parks the better.	**Noted**
131	Name and Address withheld	**SUPPORT**	**Noted**
132	Jess Openshaw – Resident, South Lake	**SUPPORT**: Limited Scope of Protection: The policy primarily targets mature trees on private land, which may exclude significant vegetation in public spaces, bushland areas, and road reserves. This narrower focus could overlook broader ecological networks essential for biodiversity conservation. Threshold-Based Approach: The policy sets specific criteria for tree size and species to qualify for protection. Trees that fall below these thresholds may not receive adequate safeguarding,	**Noted** 1. The draft policy targets private property because street trees are protected by local laws, with local government approval required for their removal. Public works are exempt from Development Approval so the policy could not apply. The City will only remove trees on reserves where they are unsafe or where unavoidable as part of new works.

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		potentially leading to the loss of smaller yet ecologically valuable trees. Implementation and Enforcement Challenges: The policy's effectiveness hinges on robust enforcement mechanisms. Without clear guidelines and resources for monitoring and compliance, there is a risk that the policy's objectives may not be fully realised in practice. I think the policy should broaden its scope to include various vegetation types and public areas, adjust criteria to protect a wider range of trees and establish clear enforcement protocols. Effective monitoring and enforcement are vital to ensure compliance with the policy. Establishing clear procedures for reporting violations, conducting inspections, and imposing penalties for non-compliance would strengthen the policy's impact. If a tree is removed, will landowners be required to plant 3 native trees in its replacement, for example? Raising public awareness about the importance of tree retention and the benefits of mature trees is really important and should be considered when rolling out this policy. I also worry that landowners may rush to cut down trees or undertake development works when hearing of the new policy.	2. The draft policy focuses on protecting large trees that make the greatest contribution to tree canopy cover, consistent with the WALGA model policy. 3. If adopted the City will seek to ensure adequate resources for successful implementation and enforcement. Failure to obtain development approval where it is required is an offence under the Planning and Development Act 2005. 4. The draft policy is not prescriptive on the number of expected replacement trees as this will depend upon the circumstances, including the proposed new development whereby it will often not be feasible to include multiple replacement trees. 5. It is agreed education and awareness will be important for successful implementation of the policy and protection of vegetation more broadly.
133	AU49 – Resident, Aubin Grove	**OPPOSE**: It is not within the City's remit to interfere in matters that rightfully fall under the jurisdiction of private landowners. Of greater concern, however, is the well-documented and indisputable evidence of irresponsibility and incompetence displayed by elected officials. There is clear evidence suggesting a lack of due diligence in reviewing reports and policy papers, or alternatively, a concerning deficiency in comprehension of the materials presented to them. This has resulted in a disturbing practice where important policies - with significant implications for residents - are effectively rubber-stamped without proper scrutiny or understanding. Entrusting decisions to such elected officials who either lack the capability or the willingness to engage thoroughly with the subject matter is both reckless and dangerous. Furthermore, this environment of disengagement and inadequate oversight creates fertile ground for unethical behaviour, including the potential for corrupt arrangements between City staff, elected officials and third parties - particularly in decisions related to policy development or the removal or retention of trees.	**Noted** 1. The City's local planning scheme and local planning policies in conjunction with the *Planning and Development (Local Planning Schemes) Regulations 2015* identify requirements for development approval. From a legal perspective it is accepted that removal of a tree can constitute 'development', and the draft policy seeks to clarify when tree removal or works is deemed to be 'development' requiring approval. 2. The draft policy has been subject to extensive consultation, including tree height mapping to help landowners and the community identify 'Regulated Trees' and where the new requirements would apply to ensure transparency. 3. See also the City's response to **Submission 24.**

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		Do not implement it for the reasons stated above.	
134	W_Callum – Resident, Coolbellup	**OPPOSE:** Only apply to commercial land, not residential	**Noted** 1. The draft policy is proposed to apply to all zoned land to assist in tree retention and canopy across the City, and consideration will be given to the zoning of the land intended development potential.
135	Name and Address withheld	**OPPOSE**	**Noted**
136	Kimberley Robinson – Resident, Hamilton Hill	**SUPPORT:** Increase fines for developers who cut down protected trees so they don't just cut them down and pay the fine Educating the community on why trees are so important. Also another reason to keep as many as we can is due to the shot hole borer.	**Noted** 1. See the City's response to **Submission 50.**
137	Tulip – Resident, Hamilton Hill	**SUPPORT:** Landowners should be required to include plans for the preservation of the tree. If the proposed development includes the tree removal this should be allowed but the landowner should also be required to put up a substantial bond to ensure tree replacement. For every tree removed, 2 approved trees should be planted. If the trees are considered to be established over a 5 year period then the bond can then be claimed. Trees grow and mature trees can be replaced.	**Noted** 1. See the City's response to **Submission 17.**
138	Name and Address withheld	**OPPOSE:** The city should stay out of private property decisions. There is overreach here. If the city wants more trees, there is a mechanism for them to encourage and provide more private planting. Plus there are plenty of council administered areas in which to plant more trees. No, it's blatant overreach by the local council administration.	**Noted** 1. See the City's response to **Submission 24.**
139	Lauzie1884 – Resident, South Lake	**SUPPORT:** Have very clear guidelines on what homeowners can and can't do to trees. Make the application process easier and quick if they need to remove a tree.	**Noted** 1. The policy will be supported by information to assist landowners understand the requirements and application process.
140	Heidijgreen – Resident, Coolbellup	**SUPPORT:** clearer definitions of a regulated tree including age, size and species can help people determine which trees are protected. outline in more detail the importance of having a large urban canopy and the benefits it poses to the community. provide more	**Noted** 1. The draft policy proposed a clear definition of 'Regulated Trees' by specifying a height of 8m or greater, with supporting mapping to provide clarity on which trees are protected.

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		education in these areas to help the community get on board with the proposition. Offer maintenance services to members of the community that may have a regulated tree on their land to help them maintain it so it does not become a burden or hazard to them or their home. *'keep the trees or ill break your knees' - the Lorax*	2. It is agreed that education will be important to assist with implementing the policy and encouraging vegetation protection more broadly.
141	Kmcm554Wolfe – Resident, Banjup	**OPPOSE:** Amend the policy. Rural Residential landowners will unfairly be burdened with significant costs as a result of this policy which should be more specifically targeted towards new land developments, urban infill and council land. Rural residential property owners should be encouraged, as per the Cities Forrest Plan, but otherwise exempt. This is a poor one size fits all policy that does not consider the significant urban greening contribution the rural area of Banjup has been providing and managing for decades. Failure to address this in the policy will impose significantly higher cost to rural properties and increase risk from bushfire. Amend the policy for Rural Residential areas or the City must consider compensating Rural residential property owners who will be disproportionately and financially impacted by such a policy and who are already financially contributing significantly higher expenditure each year in maintaining their much loved "green forest" environment.	**Noted** 1. In the 'Resource' and 'Rural' zone removal of vegetation will currently requires Development Approval, and clearing of large areas of native vegetation requires a permit under Part V Division 2 of the *Environmental Protection Act 1986.* 2. The policy specifies clearing tree damaging activity to a 'Regulated Tree' is exempt if undertaken in accordance with the requirements of the City of Cockburn Fire Control Order. **3.** The draft policy identifies that pruning works or removal of a tree for safety works, or where damaging infrastructure, is exempt from Development Approval. Where Development Approval is sought for removal of trees for bushfire reasons this will be considered.
142	Name and Address withheld	**SUPPORT:** Listen to the people who live in the area concerning the trees	**Noted**
143	Name and Address withheld	**SUPPORT:** I think the harsher penalties that apply for damaging mature trees or cutting them down the better. Hundreds of years of growth can be destroyed in an instant so there needs to be proper penalties and will discourage people, not just slaps on the wrist Large fines	**Noted** 1. See the City's response to **Submission 50.**
144	MSP – Resident, Yangebup	**SUPPORT:** Implement it immediately and put in a requirement for new large developments to replace all (or say those above 3 metres) trees removed with new ones that are at least semi-mature and ensure that the maintenance of these trees is included in their services and at their cost for at least the first 3 years.	**Noted** 1. The City recommends the 8m height be used as a key criterion for 'Regulated Trees' to align with the WALGA model policy and the height generally adopted by other local governments – this provides for a level of consistency and also aligns with tree height mapping.

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		I would recommend to review the approved tree species for infill planting that you currently offer household's. You should expand this list to include larger trees and introduced but climate appropriate species	
145	Name and Address withheld	**SUPPORT**	**Noted**
146	GreenyMcGreen – Resident, Hammond Park	**SUPPORT:** A common sense approach to individual land owners being required to comply need to be adopted. However Large developers must be made to comply. Individual land owners need protection form overbearing requirements to comply with costly directives from council.	**Noted** 1. The draft policy is considered to propose a reasonable approach that protects large trees whilst allowing for maintenance pruning and removal where unsafe without the need for Development Approval.
147	Lauren103 – Resident, Spearwood	**SUPPORT:** allow for removal of pest or damaging non-native plants (e.g. ficus, pepper tree) glad to protect mature trees!	**Noted** 1. Trees that are either a 'Declared Plant' or a 'Weed of National Significance' are proposed to be exempt from the requirements of the policy.
148	Stevenh – Investor, Hamilton Hill	**SUPPORT:** The Policy will need to be supported by suitable baseline tree data as well as enforcement measures such as significant fines for those who clear protected trees without permission, which is often the case (private or developers). Developers need to have stronger rules on large scale subdivisions where there is no space to have a garden let alone a tree. There needs to be more monitoring for pre and post development. E.g. the City could hire contractors to audit and catalogue the significant trees on private land that is suitably zoned for subdivision (e.g large blocks) using GIS imagery (to check canopy) and google street view (to check heights). There is risk that landowners will poison large trees to then have a reason to chop them. Other councils have tree protection policies and they should be consulted with to understand challenges and opportunities for the proposed policy. Without decent baseline data, methods for enforcement (officers and hefty fines to developers), this policy will not carry any weight. This is a wonderful step in the right direction to protect what habitat is left in urban areas, assist with reduced urban heat (and energy bills for residents) and overall improve neighbourhood aesthetics to the benefit of all. I hope this policy	**Noted** 1. The City has engaged with other local governments to understand the challenges with implementing such a policy, and the draft has been adjusted to allow for reasonable pruning works and provide greater clarity. 2. The City also established tree height mapping to assist in identifying 'Regulated Trees' and to aid enforcement of the policy, as individually surveying trees on private property across the City would be too resource intensive. 3. Penalties must be within the legislative framework - The maximum penalties for breaching an offence provision under the *Planning and Development Act 2005* are significant. Alternatively, the City may introduce a local law to impose fines for tree damaging works.

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		goes through and is bolstered with more staffing and financial resources to enable a lasting impact that can make a difference.	
149	L-J – Resident, North Lake	**SUPPORT:** It should only apply to street frontages. If the property cannot be built in a cost efficient manner or without removing a tree eg to make way for a driveway the owner must replace with another tree on the property (council could supply a tree subsidy or supply a verge tree). Rear areas could have more flexibility applied, with tree retention preferrable.	**Noted** 1. Consideration will be given in the assessment to the impact and importance of the tree and feasibility to retain it in the context of the new development.
150	Estherjanefox – Resident, Success	**SUPPORT:** Doing all we can to maintain mature trees is incredibly important! Planting more trees, I'm a very pale redhead, I need all the shade I can get haha	**Noted**
151	Name and Address withheld	**SUPPORT:** I think the requirement to preserve or plan for trees in new developments is important. I am concerned for the autonomy of owners on people who have large trees on their private land.	**Noted** 1. The draft policy allows for maintenance pruning without the need for Development Approval, which will assist landowners to manage trees on their property without incurring additional costs.
152	Biff6163 – Resident, Spearwood	**OPPOSE**	**Noted**
153	KF6164 – Resident, Beeliar	**COMMENT:** I like the idea of a Tree Protection Policy, and have a stunning; albeit poorly maintained, street tree on the public land out the front of my home. But I believe that trees on private land should be at the discretion of the private landholder. I would ask that the council adopt a policy on more local native trees, that align with fauna and birdlife. The street tree out the front of my home is native to a small area of Queensland and I don't know what fauna that serves here in Cockburn.	**Noted** 1. It is acknowledged that the proposed requirements represent a departure from the prevailing understanding that trees located on private property in Western Australia may generally be removed without the need for Development Approval. However, these new provisions respond to increasing community concern regarding the ongoing loss of tree canopy and the diminishing character of established neighbourhoods, in addition to habitat loss. 2. Regarding street trees, the City aims for a diverse mix of tree species to help resilience against pests. While many native trees are planted in Cockburn, there is a limited range of suitable trees due to the smaller lot sizes in current developments. Native trees, typically large evergreens with invasive roots, may not be suitable for smaller verges. As a result, smaller, non-native deciduous trees are often preferred.

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154	DAVPO554 – Resident, Hamilton Hill	**SUPPORT**: Education as to why this needs to become policy ~ the benefits to community and environment. Gentle easing into new policy so people have time to readjust.	**Noted** 1. It is agreed education will be important to ensure there is an understanding of the benefits of the policy.
155	Marjorie – Resident, Yangebup	**SUPPORT:** I wonder if landowners will be notified/updated if one of their trees falls into the protection category Underground power lines would allow more space for big trees	**Noted** 1. If the policy is adopted the City will advertise this widely on an ongoing basis to ensure widespread knowledge of the new requirements, however the responsibility to check requirements for tree removal will be with the landowners.
156	Name and Address withheld	**OPPOSE:** This policy should apply directly to new and proposed developments not in well established built up areas where tree canopies are adjacent and overhanging private residences. The owner of the tree has the ultimate decision and course of action regarding any large trees where it is necessary to ensure safety of premises. No costs should apply to contest any pruning or other actions carried out.	**Noted** 1. The policy seeks to enhance tree canopy cover across the whole City, including established areas. 2. Pruning and removal of a tree that is unsafe will be exempt from the need for Development Approval.
157	Jane1964 – Resident, Coolbellup	**SUPPORT:** Perhaps a list of exempt (from protection) species could be developed, to include 'problem' trees such as the Japanese (South American) Pepper, Robinia and Cottonwoods, which offer almost zero wildlife benefit and create a lifetime of pruning, suckering etc. And if no plan to remove them, there should be a requirement to remove them prior to development and if they are big, replace with native species. Consider 'groups' of trees that may cross fencelines. e.g. I had a very old Marri on the back corner of my subdivided block which I hope the buyer will retain. Not only is it important on its own, but it is part of group of old Marris close together but across two properties, and provides a lot of bird habitat.	**Noted** 1. Trees that are either a ‘Declared Plant’ or a ‘Weed of National Significance’ are proposed to be exempt from the requirements of the policy. 2. In considering Development Applications for removal of ‘Regulated Trees’ consideration will be given to their context, including other vegetation, and the contribution to habitat.
158	HamiltonHillbilly – Resident, Hamilton Hill	**SUPPORT:** The more protection for trees, the better! Please enact any policies to protect trees in Cockburn. Tree canopy is a vital public health and environmental measure to prepare for climate change	**Noted**
159	Name and Address withheld	**SUPPORT**	**Noted**
160	Birdart48 – Resident, Hamilton Hill	**SUPPORT**: It should also include areas of small / shorter type trees such as Banksia woodland, which is rapidly disappearing from the Jandakot area	**Noted** 1. In the ‘Resource’ and ‘Rural’ zone removal of vegetation will continue to require Development

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		I applaud this type of local planning consideration, it is long overdue and hopefully implemented asap	Approval, and clearing of large areas of native vegetation requires a permit under Part V Division 2 of the *Environmental Protection Act 1986.*
161	Ester5555 – Resident, North Coogee	**OPPOSE:** The Council needs to consider the owners views and needs not be inflexible.	**Noted** 1. The draft policy provides a level of flexibility to allow for routine maintenance of trees, and a reasonable framework to consider tree damaging works.
162	Name and Address withheld	**OPPOSE**	**Noted**
163	Georg – Resident, Hamilton Hill	**SUPPORT:** Let no trees be removed. Build them in to your development. The air we breathe. The water they cleanse.	**Noted**
164	corinnefranky1537@ - Resident, Banjup	**SUPPORT:** We shouldn't be allowed to cut down mature trees. It takes minimum 50 years for a tree to mature. Trees are human's Oxygen supply. It is an environmental crime to cut trees down and totally unacceptable and irresponsible. Every time the council approves the removal of trees, it suppresses habitat for the fauna and the bird. And endangered species even more! I see residents turning their bush block into sandpit, destroying every peace of greenery. Higher penalties make it less financially viable for individuals or companies to disregard tree protection laws. Increased enforcement can be more effective if penalties are substantial enough to warrant action. This can lead to a reduction in illegal tree removal and damage, promoting better management of urban and rural forests. The City should lead the way in protecting all trees and protect the environmental canopies regardless of the locations, public or private lands. Environmental accountability starts on our doorstep. Global warming is a reality.	**Noted** 1. The draft policy seeks to reasonably balance new development with tree protection. 2. See the City's response to **Submission 50.**
165	Gembok – Resident, Aubin Grove	**SUPPORT:** Trees less than 8m high where species of bird are frequently nesting should also be identified and possibly included. A certain percentage of trees should be considered in planning for each street, not just pockets of a suburb.	**Noted**

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		Allow the opportunity for landowners to have this policy over-turned if the tree is deemed dangerous or causing structural damage.	
166	Barbarossa – Resident, North Coogee	**SUPPORT**	**Noted**
167	Name and Address withheld	**OPPOSE:** A tree on private property is exactly that. private property. If the council wishes to control trees on private properties then the council actually has defined that they own and control those trees. This being the case the council if they go ahead should accept full liability and ownership of said trees and assume all costs regarding those trees.	**Noted** 1. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submission 24.**
168	Name and Address withheld	**SUPPORT:** A rate subsidy for people/landowners who retain large trees (8m+) on their property That Perth's tree canopy is the worst in Australia. We need to encourage people to value trees and the vital role they play in our community ie shade, reduction of heat island effect in an era of climate change, animal and plant diversity, protection for endangered animals and birds, aesthetically and for nature's proven mental health benefits	**Noted** 1. See the City's response to **Submission 9.**
169	Name and Address withheld	**OPPOSE:** Individual registrable trees should be identified including the landowner who is growing the tree, not properties affected by the canopy. Landowners should be given the opportunity to remove the trees before the proposal comes into effect. If the City wants to look after the environment, it would be better to invest in patrolling and identifying landowners who do not control weeds on their property, which pose a threat to the conservation values of established bushland.	**Noted**
170	John1975 – Resident, Coogee	**OPPOSE**: No. It's not the councils role to tell people what to do with trees on owners land. It is over reach and must stop. Drop it, this is not a nanny state, owners should not have the council adding another layer of green bureaucracy, complexity and cost to an already overpriced council. Please get back to your work at hand and stop wasting our councils resources on non-events please.	**Noted** 1. See the City's response to **Submission 24.**

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171	Janzen2 – Resident, Hammond Park	**SUPPORT:** I think the min height could be lowered to 6 meters. A min of 8 meters means that most trees in our area would still be removed. In our geographic area of WA, 8 meter trees would be the exception. The few saved would not reduce the heat map or benefit	**Noted** 1. See the City's response to **Submission 25.**
172	Karen M – Resident, Coogee	**OPPOSE:** The City of Cockburn should have an agreement with the developers of residential suburbs to leave developed trees untouched instead of bulldozing them all down to make roads and housing lots. Reserve trees for parks and council land, that way homeowners don't have the issue of needing to cut down a tree. Homeowners own their title of land. They should be able to do what they want when they have ownership.	**Noted** 1. The proposed policy would assist with tree retention ahead of residential subdivision of greenfield sites. Structure Plans and subdivisions will seek to identify retention of trees within road reserves and public open space. 2. The City's local planning scheme and local planning policies in conjunction with the *Planning and Development (Local Planning Schemes) Regulations 2015* identify requirements for development approval. From a legal perspective it is accepted that removal of a tree can constitute 'development', and the draft policy seeks to clarify when tree removal or works is deemed to be 'development' requiring approval.
173	Harley1978 – Resident, Aubin Grove	**SUPPORT**	**Noted**
174	Name and Address withheld	**OPPOSE:** Absolutely support protecting trees, but there needs to be more street trees rather than placing the restrictions on private land. There are so many areas without street trees and it was the one thing I noticed immediately when we bought here 12 years ago. It makes more sense to plant more street trees that cant be removed. I used to live in Western Suburbs and their street trees are the reason those areas are so beautiful and cooler during summer. You can walk any time of the day because of the street tree shade. In Yangebup it is like a desert in summer, though I've definitely noticed an improvement. Instead of expecting residents to manage this issue individually, which won't work, the City would be better placed doubling or tripling its street tree planting. I would 100% support this! We have planted 8 trees on our land, but the houses across from us got their first street tree after 12 years. Imagine how wonderful it would have been to see that if it had been planted 12 years ago. Not everyone understands the benefits of trees, and even with what we have planted, street trees generally grow quicker and	**Noted** 1. The contribution and importance of street trees is acknowledged, and the City will continue to identify opportunities to increase tree planting in reserves to contribute to tree canopy cover. 2. The matters raised are addressed in the City's response to earlier submissions. Specifically, please see the response to **Submission 24.**

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		are larger because they are further from the house. Thank you for looking at ways to increase our tree canopy! You will just get residents offside if you try and control what they can do with their own land. Regulation is not always the answer.	
175	Name and Address withheld	**OPPOSE:** Yes, because council is failing to see the negative impact of nuisance trees, non-native species, neglected, poorly planted and poorly maintained trees by tree keepers in suburbia. The only way tree protection for trees on private property could work is with a tree keeper registering a tree and paying a yearly fee with many other conditions imposed. This, however, would create a legal minefield for councils moving forward when there are problems associated with the tree. Council does not maintain trees they are responsible for on road verges, so realistically they should not have a say on the protection of trees on private property. Mandatory Fees for Tree Protection ▪ A tree keeper who wishes to protect their tree must be an owner occupier with landlords disallowed from the program. This disallows wealthy, foreign landlords negatively affecting the lives in a neighbourhood they do not live in nor care about. It also disallows interference from interfering neighbours with a 'green bent' and conservationists. ▪ If someone wants to preserve a tree, they should bear full financial responsibility for its upkeep. ▪ A tree that is registered and protected by a tree keeper can only be native to the area, otherwise it has no cultural significance. A 'Significant Tree' register should not be implemented no matter what it's foreseen values on private property. Council can do this on their own land, but not on others. ▪ A $4,000 yearly fee for registration should be paid to councils, ensuring proper maintenance and preventing damage to neighbours property above and below ground. ▪ Tree keepers must prove they manage their trees, keeping roots controlled, debris cleared, and branches trimmed. Example: A 'protected' tree ruined a neighbour's concrete driveway, yet the tree keeper refused responsibility expecting others to pay.	**Noted** 1. The City's local planning scheme and local planning policies in conjunction with the *Planning and Development (Local Planning Schemes) Regulations 2015* identify requirements for development approval. From a legal perspective it is accepted that removal of a tree can constitute 'development', and the draft policy seeks to clarify when tree removal or works is deemed to be 'development' requiring approval. 2. The responsibility for maintaining trees on private property will remain with the landowner as it does currently. 3. Tree branches encroaching on a neighbouring property can be removed by that landowner under common law, and would be exempt from the requirement for Development Approval if the policy is adopted. **4.** The draft policy identifies that pruning works or removal of a tree for safety works, or where damaging infrastructure, is exempt from Development Approval. Such matters will be given consideration in the assessment process if Development Approval is sought.

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		The paying of the fee indicates the tree keeper's commitment and true value of the tree to the tree keeper. Without a tree being valued and the tree keeper's commitment the system will not work as there will be rogue, poorly maintained trees that cause issues that are then on a protection list. With the occurrence of an issue, risk or the tree needing to be removed the yearly registration fee then covers the cost of the works needed and forgoes the legal minefield for the neighbour affected. Protecting trees on private property creates financial burdens, legal battles, safety hazards, and development restrictions. While trees offer benefits, they should not take priority over homeowners' rights to safety, maintenance, and fair property use. If tree protection laws persist, tree keepers should bear full responsibility - including annual fees, mandatory maintenance, and legal liability for damages caused. No homeowner should suffer financial, legal, or physical harm from a tree they don't own. If a tree is truly valuable, it can be replanted responsibly - without forcing unfair burdens onto neighbouring property owners. Council should refrain from taking tree preservation too far on private property as it is too bureaucratic and intrusive, and the draft reads as too intrusive and restrictive. Tree protection laws on private property create unnecessary restrictions, financial burdens, bureaucracy and property disputes. Tree protection laws on private property do not contribute to happy neighbourhoods. Enforcing strict protections with registers, rules etc. does not serve property owners and homeowners' rights, safety, and well-being. A tree keepers poorly maintained tree, that's impacting the neighbour as it encroaches on the property boundary. This issue is often reduced to "nuisance" by councils; however, it is more than nuisance issues of a tree. The trees are usually poorly maintained because the tree keeper doesn't spend the money. It is the tree imposing on neighbours when it is not their tree, and therefore it should not interfere in their lives. It costs time, money, effort and back and forth to unwilling tree keepers (Landlord or neighbour) to rectify a problem or mitigate a risk. It is an unfair system where the onus is too heavily on the neighbour instead of the tree keeper.	

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		A neighbour paying for an arborist and then seeking to recover the costs from the tree keeper is a legal minefield. A quote provided by a neighbour to the tree keeper results in no action and a statement from the tree keeper that they are not going to engage or talk about the situation further. The common law, the right of abatement - a neighbour has the "right to abate the nuisance". That is, the right to prune (abate) the encroaching branches (from their neighbour's tree or hedge) to remove the nuisance - does not work when the tree keeper states they will take legal action if you cut the tree, nor does it work when a tree is so large with the branches height so far off the ground that an arborist has to be engaged to remove them anyway, as again that is a cost the neighbour incurs and the tree keeper will never pay. Why Trees on Private Property Should Not Be Protected Here's why trees should not be protected on private property: 1. Homeowner Rights vs. Unfair Regulation ▪ Private property owners should control vegetation on their land without government interference ▪ Mandatory tree protection forces homeowners into costly compliance, limiting their ability to use their land freely. ▪ Permits for removal are bureaucratic, expensive, and often denied - even when trees pose hazards. 2. Safety & Structural Damage Risks ▪ Large trees pose safety risks: ▪ Falling branches damage homes, cars, and threaten lives. ▪ Aggressive roots crack concrete, damage fences, footings, driveways, and underground utilities. ▪ Encroaching trees lead to disputes, forcing affected neighbours into stressful legal battles. Example: A neighbour spent thousands repairing house foundation cracks caused by a tree keepers tree rootsâ€"yet removal was denied by the council. 3. Non-native to Area and Fire-Prone Species	

No.	Name/Address	Submission	Recommendation
		▪ Non-native trees should never be protected. They behave and grow differently in a non-native environment, causing problems. ▪ Flammable trees increase bushfire risks, making neighbourhoods more vulnerable to fire tree top hopping. Examples: Imported pine species have worsened fire severity in Australia due to their highly combustible nature. A Queensland Lemon Scented Gum was planted too close to homes and fences in a neighbourhood by an overseas landlord who had no knowledge of the species and how large and problematic it would be above and below ground. 4. Unmaintained Trees on Rental Properties ▪ Landlords refuse to manage tree growth and maintenance and by extension the tenants also do nothing to maintain the tree, leaving neighbours to deal with overgrowth, root invasion, and constant leaf litter and branch fall. A non-maintained treetop canopy encourages moss growth, comfort issues, stunts neighbours plants and causes inconvenience. ▪ Neighbours often must resort to paying half the cost to have the branches overhanging their home and property boundary that are causing problems lopped as it is the only way a landlord will agree to an action to address the ongoing issue - without the neighbour benefiting from the tree. Examples: A rental property's trees blocked sunlight, causing severe moss growth on a neighbouring roof. The landlord refused action, forcing the neighbour to pay for cleanup alone. A rental property's tree canopy shadow made the neighbour's home cold and caused them to have to pay more to heat their home in winter, as well as extended into their backyard taking many hours longer for their washing to dry on their clothesline. 5. Leaf Litter & Debris Issues ▪ Constant gutters, roof valleys, and yard cleanup becomes a costly burden for affected neighbours. ▪ Excessive leaf buildup blocks drains, damage rooves and encourages mould growth.	

No.	Name/Address	Submission	Recommendation
		▪ Homeowners shouldn't be financially responsible for mess caused by trees they don’t own. Example: A homeowner spent hundreds annually in yard clean-ups and clearing gutters clogged by a neighbour’s neglected tree. Their council green waste bin was full, and they had to wait until it was emptied to continue to remove the debris from their property. 6. Watering Neglect & Root Encroachment ▪ Unwatered trees become invasive, extending roots into neighbouring properties to seek moisture. ▪ Root damage kills gardens, cracks pavement, and harms underground pipes. ▪ Owners should either care for their trees or bear full financial responsibility for damage they cause. Example: A neglected tree destroyed a neighbour’s backyard, forcing costly landscaping repairs. 7. Neighbourhood Suitability Issues ▪ Some trees are too large for suburban areas, overshadowing homes and reducing property value. ▪ Poorly placed trees block views, disrupt spaces, and break fences. ▪ Many protected species belong to different states or climates and are not suited for local environments. Example: A fast-growing tree expanded into a neighbour’s property, forcing both owners to pay for fence repairs. 8. Economic Burden & Legal Disputes ▪ Protection laws shift financial responsibility onto homeowners, forcing them into expensive maintenance. ▪ Councils fine people for removing hazardous trees, even if they pose real threats. ▪ Absentee landlords ignore tree problems, leaving neighbours with the mess and costs. Example: A homeowner was fined for removing a dangerous tree, despite proving it was unsafe. 9. Costly & Unfair Legal Process	

No.	Name/Address	Submission	Recommendation
		▪ Homeowners should not have to go through courts to remove trees that clearly negatively impact quality of life. ▪ Mediation is stressful, costly, and delays action - favouring tree preservation over human well-being. ▪ Neighbours shouldn't be forced into long legal battles just to protect their own property. Example: A homeowner spent months in mediation trying to remove an invasive tree, costing them more than removal itself. 10. Property Development Restrictions ▪ Tree protection limits building, renovations, improvements, demolitions, and rebuilding efforts, restricting land use. This in turn decreases the value of the property and resale price of the home. ▪ Homeowners (both tree keeper and neighbour) should not sacrifice expansion plans or improvements that positively impact their quality of life for a tree that can simply be replanted/replaced elsewhere. ▪ If a tree is so dearly loved, it can be relocated rather than forcing development restrictions. Example: A tree keeper couldn't build an extension due to a protected tree, despite offering to replant it elsewhere. A neighbour could not build a second storey or have solar panels installed because of the overbearing, invasive tree keepers tree.	
176	4now4thefuture – Resident, Hamilton Hill	**SUPPORT**: It should be obligatory to maintain habitat and shade trees. There should be no 'if', it should be 'when'!	**Noted**
177	LanieC – Business Owner -	**SUPPORT:** Emphasise retaining dead trees, as they are critical habitat also, particularly for cockatoo roosting and resting. Just how long it takes for nesting hollows to develop, in living and dead trees.	**Noted** 1. Whilst the value of dead trees as habitat is noted, the City has taken the approach that only living trees can meet the definition of 'Regulated Trees'. This is considered to be a balanced approach across all zoned land, considering the potential safety issues associated with dead trees.
178	Anita – Resident, Success	**OPPOSE:** All land or property owner should have the right to make their own choices if it comes to trees and other issues.	**Noted** 1. See the City's response to **Submission 24.**

No.	Name/Address	Submission	Recommendation
179	JennyLP – Resident, Bibra Lake	**SUPPORT:** Distribution of basics of the Policy to all residents with rates notices. Needs to be in a clear, concise format. Love that you have mapped the regulated trees. A letter to each block owner to indicate if they have one/some on their property and how to protect them.	**Noted** 1. If the policy is adopted the City will ensure widespread advertising to ensure landowners and developers are aware of the new requirements, with the details of this still to be determined.
180	StewartD – Resident, Hamilton Hill	**SUPPORT:** An incentive/s to keep and plant large trees would be good. Currently this proposed policy only has a stick, and no carrot It will be very difficult for the City to achieve the canopy targets it is chasing if at the same time as it is planting trees on council land, mature trees are being removed on private land. A large education & promotion campaign would help I suggest.	**Noted** 1. See the City's response to **Submission 9.** 2. It is agreed that education will be important to assist with implementing the policy and encouraging vegetation protection more broadly.
181	Natalie84 – Resident, Atwell	**SUPPORT:** Ensure there are no suspicious tree "deaths" caused by owners wishing to subdivide their property and don't want to adhere to the policy Once a tree is lost due to subdivision it's never replaced, force people to plant a street tree on their verges	**Noted** 1. LPP5.8 'Subdivision and Development – Street Trees' requires a street tree for each residential property, imposed as a condition of subdivision or development.
182	Richardjc – Resident, Hamilton Hill	**SUPPORT:** Lower the height for a regulated tree to 6m. Put reliable measures in place to surveil, enforce, and penalise damaging/removing regulated trees In the current draft will the removal of a regulated tree on private land only come to the attention of council if reported by a neighbour? If not, how else might this be enforced?	**Noted** 1. The City recommends the 8m height be used as a key criterion for 'Regulated Trees' to align with the WALGA model policy and the height generally adopted by other local governments – this provides for a level of consistency and also aligns with tree height mapping. However, the local planning scheme currently requires Development Approval prior to removal of all vegetation in the 'Resource' and 'Rural' zone where it is recognised often trees less than 8m in height (such as Banksias) have high environmental value. Given the number of 'Regulated Trees' in the City it will be difficult to active surveil these trees, however the tree height mapping provides a way to identify where trees have been removed, and the undertake compliance if required.
183	Name and Address withheld	**SUPPORT:** I think more protection of trees in City of Cockburn the better.	**Noted**

No.	Name/Address	Submission	Recommendation
		The importance of mature and significant trees for future generations, the environment and the cultural heritage of the area.	
184	Kirsty Watkinson – Resident, Atwell	**SUPPORT**	**Noted**
185	user_219620 – Resident, Atwell	**NEUTRAL**	**Noted**
186	stuart2610 – Resident, Spearwood	**COMMENT:** It's important to have in the proposed tree protection policy that a neighbouring property that has the misfortune of another neighbour's tree planted close to the boundary that they be protected from any responsibility for retaining or root barrier etc that might be needed for any future building or sub division and subsequent earth works on the none tree owners lot. Responsibility for the tree lies completely with the owner (within the lot on which the tree is located) and does not affect the right of a neighbouring lot owner subject to usual planning to build/sub divide and or earth works that that may be needed and effect the tree root system.	**Noted** 1. The proposed policy will largely not change the requirements for landowners affected by a tree on an adjacent site, and the requirements related to 'Regulated Trees' specifically apply to the lot on which the tree is located.
187	Name and Address withheld	**SUPPORT:** Discounted rates for forested properties (over 5 significant trees) Major penalties for trees cleared without approval and name and shame shipping container billboards put out front of properties where it is done	**Noted** 1. See the City's response to **Submissions 9 and 50.**
188	Tim1986 – Resident, North Coogee	**SUPPORT:** Maybe an incentive to keep mature trees, or rewards for planting etc.	**Noted** 1. See the City's response to **Submission 9.**
189	Julietk486 – Resident, Yangebup	**SUPPORT:** Use simple, clear English, reduced jargon, and clearly state where to find the registered tree list. Make policies easy to locate on the website and reduce multiple documents pertaining to same subject for clarity and access. Clarity on verge tree management requirements for home owners.	**Noted** 1. If adopted the City intends to provide clear information to assist landowners use the mapping and understand the requirements.
190	Julie28 – Resident, Beeliar	**SUPPORT**	**Noted**
191	Name and Address withheld	**COMMENT**: My comments are based on my experience navigating the City of Fremantle's tree retention policy, along	**Noted**

No.	Name/Address	Submission	Recommendation
		with a broader interest in practical, community-supported approaches to increasing urban canopy. I fully support the City's intent to protect and expand tree canopy across all zones, and I commend the detailed and thoughtful nature of the proposed policy. To help ensure the policy is workable and encourages community buy-in, I've outlined several suggestions that may further improve implementation and long-term outcomes. Some of these suggestions may require policy design adjustments, but I believe they are worth considering to ensure the final framework supports both environmental goals and the practical realities faced by residents. Suggestions for Consideration 1. Improve Website Accessibility and User Guidance While the draft policy is comprehensive, it will be important to ensure that relevant guidance is easy to find and understand on the City's website. A dedicated tree protection section with FAQs, practical examples of common scenarios, and clear links to mapping, application forms, and exemptions would help make the policy more approachable for residents unfamiliar with planning processes. 2. Maintain the Clarity of the Online Mapping Tool The City of Cockburn's online mapping tool is a strong asset. Maintaining the clarity and functionality of this tool will be essential, especially given that mapping plays a central role in identifying regulated trees. 3. Create a Fit-for-Purpose Application Pathway for Tree Works Not all tree removals or pruning works are tied to building or subdivision applications. The City would benefit from introducing a simplified approval pathway for standalone tree-damaging activity, such as removal due to tree health, safety risks, or site maintenance unrelated to development. This could reduce administrative burden for both residents and the City, while still ensuring good oversight. By comparison, the City of Fremantle's online DA platform is not well-suited for tree removals that are not part of building projects and can be cumbersome for residents to navigate. 4. Consider a Streamlined Process for Low-Impact Development	1. If adopted the City intends to provide clear information to assist landowners use the mapping to assist in identifying 'Regulated Trees' and understand the requirements. 2. The City intends to continue to ensure there is publicly available and easy to use online mapping that is regularly updated. 3. The City recognises not all proposals to remove a 'Regulated Tree' will be part of a broader Development proposal, and will look at ways to make the process of applying for tree removal more simple. 4. It is agreed that education will be important to assist with implementing the policy and encouraging vegetation protection more broadly. This includes education relating to better-informed planting which will be considered by the City to support improved outcomes.

No.	Name/Address	Submission	Recommendation
		For proposals like ancillary dwellings - which often support the City's infill and housing diversity objectives and may not require a development application under recent planning reforms - I recommend a streamlined or alternative process for addressing tree-related matters. Ensuring that tree approvals can be managed efficiently in these cases would better align with the City's broader strategic goals and reduce unnecessary barriers to urban infill and gentle density. 5. Build in Flexibility to Encourage Tree Planting One issue that arises with strict retention rules is the potential deterrent effect on planting. Residents may hesitate to plant large trees if future removal is seen as complex or costly. A possible solution would be to introduce a limited removal allowance (e.g. up to 20% of regulated trees over a five-year period) through a simple permit or notification process, which would encourage planting while still maintaining overall canopy targets. 6. Introduce Fee Waivers or Reductions for Specific Circumstances Where tree removal is undertaken for safety, succession planting, or other non-development purposes, the cost of arborist reports and development applications can be a deterrent. Waiving or reducing fees in certain cases, especially where public safety is involved, may improve community cooperation with the policy. 7. Support "Right Tree, Right Place" Education Reducing future removals starts with better-informed planting. The City could consider supporting: ▪ Subsidised arborist or landscaper consultations for residents planning tree planting ▪ Educational resources and community workshops on suitable species selection, placement, and long-term maintenance These initiatives would not only align with the Urban Forest Plan but could also reduce the City's administrative burden by preventing future conflicts. Final Thoughts	

No.	Name/Address	Submission	Recommendation
		The draft Tree Protection Policy provides a solid foundation for supporting tree canopy in Cockburn. I hope these suggestions are helpful in refining the policy and ensuring it is effective, equitable, and well-supported by the community. Thank you again for the opportunity to provide feedback.	
192	APFreo – Resident, Atwell	**OPPOSE:** Private Property owners should be allowed to managed vegetation as they see fit	**Noted** 1. See the City's response to **Submission 24.**
193	Name and Address withheld	**SUPPORT:** Trees need to be consciously considered, not just scanned on maps by AI. Area's have been scanned that aren't actually garden. Observe and respect ecosystems; one tree is not solitary. Consider groups of trees and their impacts on each other and the surrounding atmospheres. They exchange information, nutrients and support life with each other. Current development clearing methods destroy mycelia (underground fungi). 'Beneath a typical acre of forestland [bush] is a thirty-million-mile mycelial network. In an age of increased heat and drying soils, mycorrhizal relationships will [are] crucial to plant survival. ' The damaged mycorrhizal communities in deteriorated land [cleared for development] may require years or decades to be restored. Is this a direction we want to be going in? Note: glyphosate is a water-soluble pesticide that travels through the land and is found in dairy cows, house dust, drinking water, ice cream, tampons, organic cereals, sea lions, breast milk and 75% of the worlds rain. Why is our council still using it?	**Noted** 1. The tree height mapping is a tool to assist in identifying 'Regulated Trees' to implement the proposed policy which seeks to respond to increasing community concern regarding the ongoing loss of tree canopy, the associated environmental consequences, and the diminishing character of established neighbourhoods. 2. However, in the 'Resource' and 'Rural' zone removal of vegetation will continue to require Development Approval, and clearing of large areas of native vegetation requires a permit under Part V Division 2 of the *Environmental Protection Act 1986.* 3. The proposed policy would be complemented by other measures to protect vegetation, including local planning scheme provisions for rural areas, and LPP 5.22 Environmental Conservation.
194	John_B96 – Resident, Hamilton Hill	**SUPPORT:** Ensure that there is a clear pathway and regulated timeframe for response from city.	**Noted** 1. Development Applications will be processed within the statutory timeframe of 60 to 90 days (depending whether the proposal requires advertising).
195	2022CockBurn – Resident, Coolbellup	**SUPPORT:** We have noticed that the pruning process is very uninformed & actually causes dieback/loss-of-tree-limbs &/or unsustainable/inappropriate growth. Would it be possible for Parks & Gardens to learn proper Pruning practice for tree health & maintenance? Perhaps also advise landowners of this best practice? Would you consider making Indigenous-to-the-area trees & shrubs the only plantings that developers may use as park &	**Noted**

No.	Name/Address	Submission	Recommendation
		street trees? London Plane Trees exacerbate Asthma & deciduous trees do not provide shelter/nesting & food for our Indigenous Birds, Lizards & Insects. Thank you.	
196	Cheryl DIXON – Resident, South Lake	**SUPPORT**: Nests should be built in the trees for our birds. Every species is declining. Just acres of rooves and nothing else. No shade, just overheating everything. Also tunnels should be built under roadways so native animals can move from one area to the other, especially turtles who are slow moving, stop the slaughter on the roads as they all try to go from one lake/area to another Encourage people to purchase native trees and other species for their homes	**Noted**
197	Elle1 – Resident, South Lake	**SUPPORT**: Grants to help maintain protected trees - i.e pruning costs etc	**Noted** 1. See the City's response to **Submission 9.**
198	Lewis – Resident, Beeliar	**SUPPORT:** An increased the focus on Businesses, Industrial Areas and new residential and commercial land development areas. reduce height of mature tree 8m to 6m	**Noted** 1. See the City's response to **Submission 25.**
199	Name and Address withheld	**SUPPORT:** For larger developments, including road works, larger areas of bushland needs to be kept intact. A single tree needs an environment around it. This policy should also include xanthorrea and Nuytsia specifically as they are rarely above 8 metres, but very valuable vegetation and very old in many cases.	**Noted** 1. For larger subdivision areas, Local Planning Policy 5.22 'Environmental Conservation identified broader measures to identify vegetation worthy of protection.
200	Jiddison – Resident, Hamilton Hill	**SUPPORT:** It sounds a very good policy I am happy with the proposal	**Noted**
201	KBOswaldst – Resident, Coolbellup	**SUPPORT:** I don't have any suggestions, I strongly believe that we need the existing tree's because apart from being beautiful they support local wildlife.	**Noted**
202	Sin – Resident, Atwell	**OPPOSE:** Private property owners should be allowed to cut trees on their property regardless of the Hight. Developers should save what is practically possible.	**Noted** 1. See the City's response to **Submission 24.**
203	Name and Address withheld	**SUPPORT**: Maybe protect the trees you already have so you don't sound like hypocrites. E.g the tree thats being attacked by the local crack head at Dubove Park but you keep doing nothing about.	**Noted** 1. The City aims to retain as many trees as possible in new development, and to protect trees in public open space.

No.	Name/Address	Submission	Recommendation
		Consider how long it is, so every time you edit or reprint it doesn't use too many pieces of paper that come from trees, who enforces the tree policy and will you hold yourselves accountable? You recently cleared old gum trees without approval or community consultation at the new tip site.	2. Council Local Planning Policies are generally not printed as hardcopies and are provided electronically.
204	Caron – Resident, Hamilton Hill	**SUPPORT**	**Noted**
205	Name and Address withheld	**SUPPORT**	**Noted**
206	Ktrod – Resident, Hamilton Hill	**SUPPORT:** Certain valuable trees may be less than 8m tall. Would welcome a sensible approach to protecting these too.	**Noted** 1. Consideration will be given to all trees on site when assessing a Development Application where possible, acknowledging there may be other trees worth of retention. 2. For larger subdivision areas, Local Planning Policy 5.22 'Environmental Conservation identified broader measures to identify vegetation worthy of protection. 3. The local planning scheme currently requires Development Approval prior to removal of all vegetation in the 'Resource' and 'Rural' zone where it is recognised often trees less than 8m in height (such as Banksias) have high environmental value.
207	Name and Address withheld	**SUPPORT:** The current draft relies heavily on tree height as a determinant for significance or retention thresholds. This approach is inadequate and potentially undermines the policy's intent to protect mature, structurally significant, and ecologically valuable trees. Height alone is easily manipulated, trees can be pruned or lopped prior to development applications to fall below height thresholds, effectively bypassing protections. Without accounting for (DBH), the policy leaves room for exploitation and weakens long-term urban canopy outcomes. I strongly recommend to: - Introduce DBH thresholds (e.g. >400mm) in addition to height to reflect true tree maturity and significance. - Require aerial imagery and site photos (e.g. from Nearmap) to verify pre-application tree dimensions and canopy form. Build awareness about the importance of trees in urban areas.	**Noted** 1. The City recognises the limitation of only using height as the criterion for 'Regulated Trees', however this has been selected as this is the only characteristic the City is able to reasonably map. This provides for transparency regarding which trees are 'Regulated' and provides for enforcement. 2. It is agreed that education will be important to assist with implementing the policy and encouraging vegetation protection more broadly. 3. The maximum penalties for breaching an offence provision under the *Planning and Development Act 2005* are significant. Alternatively, the City may introduce a local law to impose fines for tree damaging works.

No.	Name/Address	Submission	Recommendation
		Provide workshops, signage, and online resources about tree care, pruning do's and don'ts, and climate resilience. Involve schools and local groups in tree planting or monitoring programs. Ensure benefits of the urban canopy are evenly distributed, especially in historically under-canopied or low-income areas. Ensure the policy is backed by appropriate funding, staff, and enforcement mechanisms. Create penalties for illegal removals and poor pruning practices.	
208	Kcirvam – Resident, Yangebup	**OPPOSE:** Allow home owners protections for being able to reduce/ remove trees within their boundaries. Those who would like large trees within their yard can plant them.	**Noted** 1. See the City's response to **Submission 24.**
209	Vladimir – Resident, South Lake	**SUPPORT**: I support the City's goal of protecting significant trees, but I'm concerned that the current proposal relies too heavily on regulation and restrictions. I encourage the Council to also introduce positive incentives for all landowners - not just developers - who retain large, healthy trees on their property. These trees offer substantial environmental and community benefits, and small incentives such as rates discounts or grants could encourage broader voluntary protection, complementing the regulatory approach. In addition to protecting existing trees on private land, I encourage the City to increase efforts to green our streets and public spaces. Planting more trees in residential suburbs - especially along streets and in local parks - would greatly enhance the urban canopy, improve local amenity, and support climate resilience. A proactive approach to public tree planting would complement the draft policy and demonstrate leadership in creating a greener, more liveable Cockburn for all residents.	**Noted** 1. See the City's response to **Submission 9.** 2. The City will continue to identify opportunities to increase tree planting in reserves to contribute to tree canopy cover.
210	Andy01 – Resident, Coolbellup	**SUPPORT:** What types of trees will be protected? I think the criteria should be focussed on large and indigenous trees. For example, we recently bought a property in Coolbellup. There was a kaffir lime tree in the front garden, right on the property boundary. The tree was quite large, but its maximum height would be much more. We decided to remove it, as it wasn't indigenous (although it did provide food for red tailed cockatoos), and it would be more expensive to remove as it became larger. I would have felt frustrated if a tree like this was	**Noted** 1. The criteria for 'Regulated Trees' include a height of 8m and greater – it is intended to protect trees for their contribution to the streetscape and tree canopy. 2. The City will continue to identify opportunities for additional street tree planting.

No.	Name/Address	Submission	Recommendation
		regulated, due to it not being indigenous and how large it would grow (affecting underground infrastructure, damage to our roof and gutters etc) I hope the community has an "inform" level of engagement for this project. Large indigenous trees belong to everyone, and we have lost so many due to subdivision, and the community removing them. I would also like to see more resources towards growing our urban forest within the verge. In the past in Coogee, the community was given the choice as to whether trees were planted within the verge. Of course, because a big proportion of the community don't value trees, they said no, and the project didn't go ahead. Unfortunately, the community don't realise how much they subconsciously value trees, and the environmental, social and economic benefits they provide	
211	Alana1966 – Resident, Hamilton Hill	**SUPPORT:** Council to automatically plant trees on the verge when mature trees need to be cleared from a residential block due to development. Council to take responsibility for increasing tree canopy on verge land rather than relying on residents to request tree planting. The Council could promote the benefits of mature trees to residents on a regular basis and lead by example. The species of trees planted need to support local biodiversity, especially Carnaby and red tail cockatoos.	**Noted** 1. LPP5.8 'Subdivision and Development – Street Trees' requires a street tree for each residential property, imposed as a condition of subdivision or development. 2. It is agreed that education will be important to assist with implementing the policy and encouraging vegetation protection more broadly.
212	Juno – Resident, Coolbellup	**SUPPORT:** I strongly support this, if the mentioned potential drawback of unclear guidance is sufficiently mitigated. Wildlife habitats - there are many different types of birds that use our trees for shade and food.	**Noted** 1. If adopted the City will ensure adequate supporting information to assist landowners and developers in understanding the requirements.
213	Name and Address withheld	**SUPPORT**: I would like to see builders/developers that have removed very old trees for development held accountable, building licences should be withheld for a period of time and the persons fined. Recently on Hamilton Road and across the corner of Azelia Rd, a very old Xanthorrhea preissii was bulldozed down to make way for a new multi housing development. We all know these plants grow an inch per year, this beautiful plant stood at least 1.8 m and branched into 3, indicating its age was well over 3-400 years. Such a shame, a specimen of this age was thoughtlessly destroyed for monetary gain.	**Noted** 1. See the City's response to **Submission 50.** 2. The draft policy seeks to reasonably balance tree protection with new development as anticipated by the zoning of the land.

No.	Name/Address	Submission	Recommendation
		Trees of significant age on private property should have to remain or removed if possible and relocated in a safe environment. I realise this is going to be rather difficult but too often larger trees and old trees are removed to make way for more concrete.	
214	Leith2020 – Resident, Spearwood	**SUPPORT**: I think a register of all the significant trees and notification to individual landowners set the trees are on the register would be important I hope it is adopted urgently and that more large Street trees and part trees are planted, especially trees like Marri trees and other eucalypts that provide food for cockatoos.	**Noted** 1. Given the large number of 'Regulated Trees' (which will change over time) it would be impractical to identify them all on a register.
215	Ray-yukich – Resident, North Coogee	**OPPOSE:** Give incentives to keep trees. increase verge tree planting. Banksia trees were very common but cut down as firewood. Replant more Banksia trees non suburban streets. More emphasis on planting more trees around the community.	**Noted** 1. See the City's response to **Submission 9.**
216	Name and Address withheld	**SUPPORT**: Life Cycle Assessment (or equivalent) support for prospective builders	**Noted**
217	lizbowman84 – Resident, Spearwood	**SUPPORT:** Implement a tree canopy target. WA has an average canopy of 16%. This is dismal!!	**Noted**
218	Name and Address withheld	**OPPOSE:** Apply only to public property. Large immature trees have been placed on or close to fence lines indiscriminately without any consideration of future impact on neighbours . Therefore these trees along fence lines or close to fence lines should be excluded from the proposal. Trees overhanging adjacent properties should be excluded from the proposal. Only future development of properties should be considered under the proposal. The placing of large, over 8 m high trees that are planted on property should require council's approval before placing the trees. That protects land owners of adjacent properties from being subjected to tolerating overhanging trees that are included in the proposal as well as malicious intent from a land owner who is seeking to annoy a neighbour by placing a protected tree on their own property, knowing that it will overhang and create a nuisance in the future.	**Noted** 1. See the City's response to **Submission 24.**

No.	Name/Address	Submission	Recommendation
		The proposal definitely should not apply to trees that are already causing an issue by overhanging adjacent fence lines. The proposal, if adopted, should only apply to future commercial land development projects of significant size.	
219	Name and Address withheld	**SUPPORT:** Support those land owners who currently keep trees on their property. This proposal coincides with increased felling of large trees and planting of non-natives in the surrounding area. It coincides with land owners concerns about the cost of maintaining the larger trees and their concern about the cost and limitations keeping trees may have on their future land use options. Land clearing has dramatically increased since this proposal was publicised. It is currently having the opposite effect to the one Council is trying to achieve. Tree canopies are becoming too much of an expense and liability concern to land owners. Please rethink your approach. Support for those who keep trees on their property and consider supporting them for their additional maintenance costs, insurance costs/liability concerns etc.	**Noted** 1. See the City's response to **Submission 9.**
220	Jozina – Resident, Hamilton Hill	**SUPPORT:** Residents need to be made aware of steps they can take and numbers they can call, when they see a tree being cut down. How can a resident check that there is approval? I think approval needs to be notified and publicized before tree is cut to neighbours. Since trees that are cut down, decreases the amenity of neigbours and wildlife, a permit price needs to be paid by the authorised owner of the tree that goes towards growing another tree elsewhere/nearby.	**Noted** 1. Concerns regarding potential breaches can be directed to the City's Customer Service team to be dealt with.
221	Peter1980 – Resident, Spearwood	**SUPPORT:** Be more transparent, with stronger enforcement for non compliance. The policy should include more advocacy for tree protection and highlight the financial benefits of trees for home values and ecological and social well been. Understory native vegetation and habitat for birds, insects and our precious and locally endangered marsupial populations.	
222	Name and Address withheld	**SUPPORT:** I think there should be priority species and more support for Friends Groups and those that are active in bushcare. That trees on Council land should be better cared for. That in kind contributions for tree removal or not planting should be spent automatically in the closest conservation area.	**Noted**

No.	Name/Address	Submission	Recommendation
		The current low tree canopy. Supporting the Cockburn Community Wildlife Corridor and the concept plant inc 40% public open space.	
223	Tlamatoa – Resident, Atwell	**SUPPORT:** Yes, a register of trees so people can't lop trees to under metres to get around the policy Yes, community education about the benefits of trees	**Noted**
224	PeterJ – Resident, Banjup	**OPPOSE:** Private land is only 23% of the area of the Cockburn, take out 7% for roads and then different governments own the rest. So in theory if the government's do what they want us to do we wouldn't have this issue, not going to happen, just more red tape and regulation along with increased costs Stop developers wholesale land clearing, smaller blocks with no bloody trees. I can see the larger blocks paying the cost for the treeless suburbs	**Noted** 1. See the City's response to **Submission 50.**
225	Name and Address withheld	**SUPPORT:** Have an arborist initial opinion or report on the condition of a regulated tree Always contact the tree owner prior to the maintenance of the regulated tree by council,	**Noted** 1. It is not the intention of Council to maintain trees on private land, this will remain with the landowner as it is now.
226	LisaF – Resident, Treeby	**OPPOSE:** Agree with putting street scape trees in, but council should not get involved with private trees in landowners property limiting their choices and uses of the land, as well as potentially putting a financial burden in place. The City of Cockburn has enough ovals, wetlands and public open spaces to protect mature trees. Do not include the policy to impact future development opportunities.	**Noted** 1. See the City's response to **Submission 50.**
227	R.Paul – Resident, Yangebup	**COMMENT**: The restrictions should be on commercial developers of land developments, they way new developments are allowed to clear trees is disgusting and verge side tree planting will never offset that. Private land owners should be able to clear trees within a reason but shouldn't get held up in council unless they are clearing for subdivision and development. If I have a big tree growing under my house it should be straight forward. Or a dead tree dropping limbs but why do all the new subdivisions clear 100% of trees, its gross. Look at all the lovely trees in old Yangebup then look at Bayview. Not a tree to be seen	**Noted** 1. The proposed policy allows for the assessment of proposed tree removal against set criteria with the objective of improving tree retention across the whole City.

No.	Name/Address	Submission	Recommendation
		There needs to be multiple angles to the approach, straightforward for owners of certain size properties clearing problem trees. Inclusion of leaving some existing trees built into new developments and then blocks below 2000m2 with its own considerations	
228	Name and Address withheld	**OPPOSE**: The policy needs to be based on more than just a simplistic estimation of the tree height by LIDAR. The policy needs to take into account the zoning of the area that a tree is located in. The policy needs to take into account the species of the tree. Including how tall it will grow to when mature, if it creates a fire risk by dropping oil loaded leaves and bark multiple times a year, if it has a tendency to drop large branches that would cause damage to neighbouring properties. The policy needs to take into account the fully mature size of a species, allowing property owners to remove trees that will be too large for the zoning of the area before they become so large that they become expensive to remove. A 40 to 50m tall lemon scented gum is not appropriate for a residential area zoned R20. The policy must include a provision for any protection provided under the proposed policy to be reassessed by council when the zoning of an area is changed. The policy needs to include an assessment of the location of the tree within the property. A large tree close to the boundary will be less appropriate that one in the center of the property. The policy should require council to attend the location of every tree that they propose to include within the scope of the policy and provide a written assessment explaining the value of retaining the tree under the proposed policy to all impacted property owners, not just the owners of the property where the tree is located. The policy should include a requirement for council to routinely monitor all trees protected under the proposed policy to ensure that they are properly maintained and not causing a risk to neighbouring residents. The policy should require council to cover the costs of these activities from general revenues and not permit a specific levy to be raised for this activity.	**Noted** 1. The purpose of the tree height mapping is to trigger the requirement for Development Approval, and the matters outlined in this submission will be considered in the assessment of proposed removal, including the appropriateness of the tree species (and its location and size at maturity) in the context of new development. 2. Maintenance of trees on private property will remain the responsibility of the landowners, and urgent works that are required for safety reasons are exempt from the requirement for Development Approval.

No.	Name/Address	Submission	Recommendation
		The policy should require council to actively seek input from all potentially impacted rate payers, not just those that respond to feedback requests such as this to ensure that this policy is actually something that all rate payers want, not just the noisy ones. Council needs to consider the impact of retaining inappropriate trees just on the basis of their height on the liveability of the areas for the people who live and own the neighbouring properties before implementing any blanket bureaucracy on the basis of simplistic estimations.	
229	Ella1 – Resident, Spearwood	**SUPPORT:** In the case of large, overhanging, flammable or branch- dropping species, it may be beneficial to help landowners manage this. With professional pruning advice and perhaps some initial financial support to carry out such pruning, we might see better acceptance of retaining such trees.	**Noted**
230	Liane – Resident, Banjup	**SUPPORT:** I think it is fantastic that the city, hopefully, will protect its trees. This policy is so much needed and long overdue! Also please consider other, maybe less spectacular, plants that play an important role in maintaining a sustainable environment. Fines for breaches of the policy/bylaws must be higher to act as better deterrents. The beautiful unique environment we have in Perth, and particular in Banjup, must be maintained and improved, for the benefit of all residents.	**Noted**
231	Name and Address withheld	**OPPOSE:** Adjust rates fees based on each block's canopy. Example, have a target canopy % for all blocks (this can start low and increase over 5-10 years to allow property owners to adjust). Properties significantly below the target pay higher rates, properties around the target are neutral, properties significantly above the target pay lower rates (balanced against properties below the target to make the scheme cost neutral). This incentivises ALL property owners to INCREASE canopy. The proposed map of regulated trees seems to be based on data at least 2 years out of date. I encourage you to review data for Coolbellup from prior to the announcement of this proposal to now. During the recent greenwaste collection I noticed many large trees being removed,	**Noted** 1. See the City's response to **Submission 9** regarding incentives. 2. The tree height mapping will be updated every 2 years which is considered reasonable to support implementation of the policy. 3. The proposed policy seeks to provide a framework for tree protection and requirements with an intent to provide greater clarity for landowners.

No.	Name/Address	Submission	Recommendation
		likely landowners who want to preserve the ability to develop/subdivide. The intent (increased canopy) is great, but the actual proposal is rubbish. All you're proposing to do is punish the people who have been maintaining these significant trees, often at significant cost (both financial and the headache of neighbours who "love the trees just not near their house"). Meanwhile, those who have previously flattened and developed their blocks get away with no impact. Large trees are already a divisive issue in the community. In my experience, the direct neighbours complain and want them removed, anyone more than 2 houses away complains if you touch them. It has lead to violent confrontations in my street. Please put some more thought into this and come back with a better idea.	
232	Name and Address withheld	**SUPPORT:** In Japan they never remove trees! Even large, established trees are carefully removed if they cannot be integrated into developmental plans. Working around established trees is more cost effective than constantly removing and re planting and is better for the environment and native fauna (especially bird life) . Considering Cockburn has the 4th worst air quality in the entire nation, I think taking action on saving our trees should be paramount to future development in the city. Since moving from Spearwood to Success, the lack of large, established trees in the suburbs has been depressing and utterly boiling in Summer, not to mention bleak to walk around these neighbourhoods with a lack of plant life. Work around established trees and native flora! Change the way you look at constant land clearing for developers gain. If this is a council that values its beautiful native flora and fauna then why is there a constant trend of wiping out hectares of bushland for more soulless estates? Be forward thinking like other countries and work around pre existing flora so we can live in healthier and more liveable neighbourhoods. It is quite boring and tiring seeing the same things over and over again and unhealthy for us and our precious wildlife to be constantly wiping our native bushland.	**Noted**
233	Name and Address withheld	**SUPPORT:** Legislation to support tree protection	**Noted**

No.	Name/Address	Submission	Recommendation
234	Kiani – works in Cockburn, Atwell	**SUPPORT:** Significant trees should be 6 metres minimum	**Noted** 1. See the City's response to **Submission 25.**
235	Name and Address withheld	**COMMENT**: Ensure that the trees being saved on private land isn't to the detriment of good development opportunities. If a tree is removed for development, then the developer needs to offset the removal by covering the cost of planting, and watering in the first year, another tree in the suburb. Essentially, sponsoring another tree.	**Noted**
236	KatWeazle – Resident, Jandakot	**OPPOSE:** I planted all my trees, the City of Cockburn did not, it cost me time and money, now you want to cost me more time and money. Get rid of the rubbish dump on Cutler Rd, its an eyesore and it polluting the environment	**Noted**
237	Melanie Maclou – Resident, North Lake	**SUPPORT**	**Noted**
238	Name and Address withheld	**SUPPORT:** Appears to cover major aspects. Need to ensure the wider public is informed. Inform potential buyers of property of 'Significant tree Registered' on property to avoid 'I didn't know' scenarios. Ensure the fine is substantial enough to avoid individual approach to council for leniency. Ensure the trees are not poisoned or pruned to an extent where they are seen as 'dangerous' - a thousand cuts. Definite investigation of loss of tree/s for no apparent reason Definitely information to be disseminated to the wider public. Real estate agents to be informed of Registered trees on property by owners prior to sale.	**Noted**
239	Christine – Resident, Hamilton Hill	**SUPPORT:** The policy must be supported by a budget to employ staff to monitor compliance and there should be a mechanism to apply and enforce fines for non-compliance. Otherwise, it's a 'toothless tiger' and appeases the some ratepayers but does not provide real change. The following is too weak: If tree planting or tree replacement is required as part of a Development Approval, the City of Cockburn may include the following condition on the Development Approval:	**Noted** 1. There are penalties for breaching the *Planning and Development Act 2005*, including breaching condition of an approval. Alternatively, the City may introduce a local law to impose fines for tree damaging works.

No.	Name/Address	Submission	Recommendation
240	Melhorner – Visitor, Spearwood	**SUPPORT:** There's always going to be issues when introducing new policy perhaps a thorough education process needs to be developed on why with a significant lead time.	**Noted** 1. It is recognised education will be important in implementing the new policy.
241	Elanahurn – Resident, Coolbellup	**SUPPORT**: Make it happen If someone removed a tree they have to pay for several replacement trees and their upkeep.	**Noted**
242	Duplicate Submission to No.45	**Duplicate Submission – Submission 45**	See response to submission 45.
243	Sheree – Resident, Yangebup	**OPPOSE**	**Noted**
244	Lester Smith	**COMMENT:** On Public land, yes private,no	**Noted**
245	Name and Address withheld	**COMMENT**: Firstly, it is hypocritical after the devastation that was allowed to occur at the former glen iris golf course and I know have Black Carnabies fighting in tiny little trees for space near my yard which an absolute disgrace. The size of the trees the developers (Ritas gang) have been knocking down is sheer criminal and has destroyed an entire habitat for what?, crappy houses to home mass immigration. Secondly, No you should have no right to be able to tell a land and home owner what they do with their property trees, if people want a tree gone on their property it is completely their decision (heard of council rates?). thats my 2 cents.	**Noted.** 1. The Glen Iris subdivision considered retention of trees as part of the planning process, in line with the planning framework at the time. 2. See the City's response to **Submission 24.**
246	Stewart Dallas	**SUPPORT**: I would strongly support the proposed policy: Local Planning Policy 5.26 – Tree Protection	**Noted**
247	Name and Address withheld	**SUPPORT:** As a Cockburn resident I fully support the tree protection policy and hope it will be implemented. One of our neighbors removed the most beautiful jacarandah tree when subdividing and building on the back block and we are still grieving this. I am surprised that there aren't any such policies in place already.	**Noted**
248	C Innes	**SUPPORT**	**Noted**
249	Phoebe Phillips	**SUPPORT:** I am a cockburn resident and rate payer and I fully support trees being protected on private land. Cockburn is one of the 'hottest' suburbs and everything needs to be done to	**Noted**

No.	Name/Address	Submission	Recommendation
		make the city 'greener' and more sustainable. A stricter tree policy would help this.	
250	Name and Address withheld	**COMMENT**: Urban trees are disappearing rapidly in many suburbs. As we are aware, the loss of trees increases the urban heat island which affects the physical and mental health of residents including the elderly and children. In addition, flora and fauna are being affected as their habitat and ecosystems are being destroyed. In the City of Cockburn and other councils, poorly planned and managed high density development has resulted in a huge loss of significant trees on private properties and verges, as developers are hell bent on building from parameter to parameter and not providing any shade by planting shrubs or trees, and tearing down every branch and leaf from trees or shrubs which were on those properties. I noticed on your significant tree register there is a magnificent gum tree in front of 3 Egbert Street in Coolbellup. This tree no longer exists as the root system was disturbed due to a massive subdivision at the corner of Simons and Egbert St recently. The result? The whole tree keeled over from the roots falling into the road. Luckily no-one was hurt. The tree was absolutely magnificent and provided shade to the houses built behind it and a home for birds and insects and fungi. There is another development in Williams Road near Hartley Street in Coolbellup and I fear the magnificent tree which must be at least 150 years old will suffer the same fate due to the close development near its roots. I hope that tree is on the register. I live opposite Jarvis Park and have noticed over the past few years, the over development of properties bordering the park and the loss of tree cover and birdlife. If we want a healthy community then we need to be able to walk around our streets under trees, particularly, in the middle of summer and watch the birdlife and experience the coolness and shade that trees provide. They are part of the ecosystem and part of a healthy lifestyle - which is even more important as we are now experiencing the trauma of climate change.	**Noted**
251	Anna Fiocco	**SUPPORT:** I am very pleased to see that Cockburn Council is following developments in increasing canopy cover.	**Noted**

No.	Name/Address	Submission	Recommendation
		I totally support this plan and would like to see a plant to not just preserve but also to increase the canopy for new developments. Therefore, I would also like to see that any current and new development on land that is currently without trees must include the planting and preservation of new trees to increase the canopy cover for the area. There are large areas of the Cockburn Council where there has been significant removal of trees and it would be appropriate for the Council to involve the owners and community in incentive programs to replant and preserve native trees.	
252	Name and Address withheld	**COMMENT:** We live at *address removed* and have regulated trees behind our home on Beenyup Road. They are definitely more than 8 meters tall and while we have enjoyed the view of the paperbark trees and the birds they attract, unfortunately they drop flowers and debris on to our pool. This effects the cleanliness of our pool and puts strain on our pool pump when the debris from the trees clog it. Furthermore we are concerned they are a huge fire hazard (think February 2014 fires that were moving toward Atwell made us very concerned) more so for *address removed* whose house is significantly closer to said paperbarks. My husband has written to City of Cockburn lodging a request to prune them 27/11/23 *redacted*. Nothing has been ever done and they are now super tall. I hope the new policies can allow for pruning to keep us safe and not be annoying (litter debris), yet keep the balance of nice greenery in our community.	**Noted** 1. The draft policy allows for tree pruning, including overhanging neighbouring branches.
253	Anne Marliac	**SUPPORT:** Simple answer is YES! No brainer. Unless they pose a risk to houses and drainage plumbing really, any tree should be retained on all existing properties and when new developments occur and sub divisions.	**Noted**
254	Name and Address withheld	**SUPPORT**: I support the idea of having a policy to protect 'regulated trees'.	**Noted**
255	Josephine Stone	**COMMENT:** Yes I think trees should be protected on private land if they conform to the specifications outlined. However this can sometimes prevent a lot of money from being realised by the owner in a development opportunity.	**Noted** 1. Proposals to remove Regulated Trees as part of a Development Application will consider the

No.	Name/Address	Submission	Recommendation
		This is unfair as the neighbour, who may not have a said tree on their land, could go ahead and make a lot of money. I therefore think there should be some sort of compensation made to the owner who has a protected tree on-site, in development rules, regulations or other such ways.	development potential of the land based on the zoning, and whether retention is feasible.
256	Toni Collinge	**SUPPORT:** I firmly support regulating big tree protection on private land, and urge you to extend that to publicly-owned land as well. We don't have anywhere near enough trees in this area and, from what I can see, trees are being bulldozed faster than they're being replaced. Would you consider also protecting trees which are important but don't grow to 8M - such as the few banksias and Christmas trees (Nuytsias) which still reside in Cockburn?	**Noted.** 1. See the City's response to **Submission 25.**
257	West Australian Tree Canopy Advocates	**COMMENT**: We make this submission on behalf of our +25,000 members and the broader Perth community who support the West Australian Tree Canopy Advocates' (WATCA) call for retention and protection of tree canopy in our suburbs. With Perth in a Canopy Crisis and our climate becoming hotter and drier, it is crucial that as many Councils as possible adopt tree protections as proposed in your draft LPP 5.26, which seeks to retain large trees over 8m. The LPP is the only effective mechanism currently available to protect the 80% of Perth canopy that is being lost on private land, and it is based on an approved WALGA template. Not anti-development: The LPP simply requires reasonable options to be exhausted before approval to remove a large healthy tree is granted. It seeks to enable well designed, sustainable development that includes space for our existing large trees, and for more trees. Sensible exemptions: If a large tree makes development unviable, then its removal can still be approved. Similarly, if a tree poses a serious safety risk, is unhealthy etc it may still be removed. Modifications: We support your modified regulated tree and maintenance pruning provisions as they provide clarity for residents, while still achieving the intent of the WALGA template. We applaud your Council for advertising the LPP and look forward to you joining the other Perth Councils that have shown leadership and adopted this forward-thinking policy. Large	**Noted**

No.	Name/Address	Submission	Recommendation
		healthy trees are essential urban infrastructure and the LPP will create a lasting, valuable legacy for your Cockburn community.	
258	Name and Address withheld	**COMMENT**: yes I believe they should be, and not exist at the discretion of the owner. Big trees take a long time to mature and are a valuable community asset.	**Noted**
259	Bill Lunt	**OPPOSE**: We can see problems with this proposal and are against it. Concerns/reasons outlined as follows:- Many landowners would have already planted trees which are now over 8 metres and could potentially affect subdivision. In future, in areas, where subdivision may become feasible - owners will logically refrain from planting larger trees. It is strongly suggested, where subdivision is to take place, a heavy planting of street trees is the logical way forward. Other concerns • With smaller blocks now the norm, large trees close to houses can substantially increase insurance costs. • Another difficulty is leaves dropping all over the place and into neighbours gutters, which does cause disputes. • There is also some thoughts that the larger trees would require more water, driving roots to the surface in some areas. • On these smaller blocks, larger trees close to boundaries can affect retaining walls, driveways and damage to irrigation pipes. There is ample scope to protect large trees in public open spaces, wetlands and likewise around sporting areas/ovals. Also the proposal would increase delays, costs, and for a better word "red Tape" in the approval processes.	**Noted** 1. See the City's response to **Submission 24.**
260	Elsa Correia	**OPPOSE:** We can see problems with this proposal and are against it. Many landowners would have already planted trees which are now over 8 metres and this could and would affect subdivision In future where subdivision may become feasible owners will logically refrain from planting larger trees. It is strongly	**Noted** 1. See the City's response to **Submission 24.**

No.	Name/Address	Submission	Recommendation
		suggested where subdivision is to take place, a heavy planting of street trees is the most logical way forward. Also with smaller blocks now the normal. Large trees next to houses are dangerous and increase insurance costs. Leaves dropping in gutters which causes disputes inter neighbour's tree branch falling large roots damage driveways, irrigation pipes and even foundations of a house, retaining walls as well. There is a lot of ways to protect large trees in public open spaces, wetlands around sporting areas and ovals. Also the proposal would increase costs in delays and red tape at a time where we need more housing as soon as possible. Therefore I see this as a bad proposal	
261	GeraldineM – Resident, Coolbellup	**SUPPORT:** Educate our community in your newsletters, websites etc with WHY we need trees to stay except in exceptional circumstances	**Noted** 1. It is agreed that education will be important to assist with implementing the policy and encouraging vegetation protection more broadly.
262	Pompey Geezer – Resident, Hammond Park	**SUPPORT:** had enough of destroying habitats of birds make developers more accountable and take away developers rights if they break law	**Noted**
263	Mirage2020 – Resident, Treeby	**SUPPORT:** Increase the amount of native trees left in new urban developments such as large Melaleucas. Such beautiful trees will add so much and will be well worth the effort. Native bush need no real looking after because its evolved in out climate for millions of years. When considering the removal of large trees may be think of using an arborist to re locate them to a section of bush where they would fit in and enhance the view. Nature helps people stay happy. May be not the developers!	**Noted**
264	Name and Address withheld	**SUPPORT:** reduce any loop holes of when approval isn't required or when approval is given. There is no point having it if all applications are approved. Should only be approved in exceptional circumstances.	**Noted** 1. The draft policy sets out how proposals to remove 'Regulated Trees' will be assessed, and that there is a presumption against their removal.

No.	Name/Address	Submission	Recommendation
265	Name and Address withheld	**SUPPORT:** Tree protection policy MUST extend to developers and include the planting of native endemic species to offset the urban heat created	**Noted**
266	Lukaswmartin – Resident, Lake Coogee	**SUPPORT:** Allow for increased density for developments to offset the smaller land usage. Implement a new tree requirement for all developments and streets. i.e. Marvell Ave is WIDE. Plenty of room for median strip trees to improve coverage.	**Noted** The City will continue to identify opportunities to increase tree planting in reserves to contribute to tree canopy cover.
267	Name and Address withheld	**SUPPORT**	**Noted**
268	Name and Address withheld	**SUPPORT**	**Noted**
269	Jasmune - Resident, Cockburn Central	**SUPPORT**	**Noted**
270	Name and Address withheld	**OPPOSE**: Yes, stop the policy. Plant potted trees so you can move them. Integrate plants in buildings/houses, like Singapore. Does not need to be trees. Ban artificial turf. Use native plants to cover up bare patches of road strips adjacent to walking paths. How would like it if you brought a phone and was told not to use it to communicate? If council wants to bring in this policy then prepare to pony up some cash to pay for the tree, pruning, insurance, etc.	**Noted** 1. See the City's response to **Submission 24.**
271	Name and Address withheld	**OPPOSE**: Integrate with buildings like Singapore. Does not need to be 8 m tall trees. Ban and remove artificial turf. Stay away from private property. Is council going to pay for the upkeep and insurance linked to the trees? Why don't council put trees up and down the streets? Put in large concrete pots to hold trees?	**Noted** 1. See the City's response to **Submission 24.**
272	Name and Address withheld	**OPPOSE:** Do it on council property not on private property. Get rid of fake grass. Plant more trees on council land. Is the council going to pay for the up keep of the tree and insurance on the house if the tree causes damage.	**Noted** 1. See the City's response to **Submission 24.**
273	Name and Address withheld	**SUPPORT:** I believe we need to protect more than just 6m high and above trees.	**Noted** 1. See the City's response to **Submission 25.**

No.	Name/Address	Submission	Recommendation
		Any trees (regardless of age and size) should be protected if the trees are found to provide roosting/nesting/feeding/resting sites for cockatoos and any other at risk or endangered species. – any tree that is equal to or more than 3 years old – any tree that is equal to or above 3 metres height I believe each tree should be assessed based on it growth rates and species decline also. For example, Banksia, Tuart and gum populations throughout the city have been severely decimated. They take a long time to grow larger however provide valuable habitat and ecosystem services from a young age. Acacia are a species that grows more quickly and spread via seedlings very effectively. They should still have protection too, however the eucalyptus and banksia, mallee and other gums require more strict protection. If people don't like trees, they can easily find a block to buy or develop that doesn't have many or any trees on it. Its much harder to find a block to buy that has trees and also impossible to replace established trees. Replacing a mature tree with a semi established tree is not the same. If someone took out nesting tree, it may take 20 or 30 years for a replacement to grow to a big enough size to offer the same service. Please protect as many native trees as possible. People can build around and next to trees. They don't need to get rid of them. The options for building shapes, sizes, and construction are so flexible and diverse these days. Perhaps if there are large trees costing owners too much to maintain, their can be grants made available through the council to them to keep them. E.g if they have to spend $600 a year on arborist to maintain safe branches (away from power lines etc) and $300 a year on plumbing this could be paid for by the council. (For large nesting/ roosting/ feeding trees). Or the council could provide a subsides service through their contractors?	
274 &2	Name and Address withheld	**SUPPORT:** It isn't clear what penalties, if any, apply should approval not be sought prior to damaging a protected tree. (2nd Submission)	**Noted** 1. There are penalties for breaching the *Planning and Development Act 2005*, including breaching condition of an approval. Alternatively, the City may introduce a local law to impose fines for tree damaging works.
275	Georgia74 – Resident, Spearwood	**SUPPORT:** No improvements are necessary.	**Noted** 1. It is agreed that education will be important to assist with implementing the policy and encouraging

No.	Name/Address	Submission	Recommendation
		If submissions are against the tree policy and the policy does not get endorsed I would like the City of Cockburn to hold sessions on the benefits of mature tree retention on private property.	vegetation protection more broadly; and also in the event the policy is not adopted to encourage vegetation retention.
276	RebeccaC – Resident, Hamilton Hill	**SUPPORT:** Mature trees take many decades to replace, they are a resource for the whole community	**Noted**
277	Name and Address withheld	**OPPOSE**: If this is going forward, then if a landowner wishes to remove a tree identified as under protection, then council should pay all relevant expenses to relocate the tree to a public land. council should pay all relevant expenses to relocate the protected tree to a public land.	**Noted**
278	Adam28 – Resident, Aubin Grove	**SUPPORT**	**Noted**
279	Eball – Resident, Hamilton Hill	**SUPPORT:** It would be good to have residents comment on trees that are removed from open areas, if the private land is removing trees the neighbouring property should be able to comment. We have a large gum that borders our property and is home to several cockatoos, if a developer buys that property I am worried that tree will be removed and we will lose wildlife from our property. How can replacing a 50+ year old tree with an immature tree support the same wildlife	**Noted** 1. Whilst not all proposed tree removal will be referred to neighbours for comments, the proposed policy will provide a level of protection and assessment criteria for removal to will assist with mature tree retention.
280	PhillM – Resident, Jandakot	**SUPPORT:** The counsellors CEO staff etc everyone associated with Cockburn council need to look further affield what other councils do for example Melville and Kwinana, drive from our council into either of these is like driving from the desert straight into a forest, its shameful and sad all at age same time, so please just get it done	**Noted**
281	Name and Address withheld	**SUPPORT:** Clearly outlining the turn around for approval 10-14 days for example. While this is always hard to manage administration, applying for a building/development permit is usually a very long drawn out process (sometimes months). Land owners should be able to receive a response (approval or denial) within a quick 10 -14 day window especially is a mature tree is causing damage to the property or impacting home insurance.	**Noted** 1. Expedited approvals are not considered necessary as works required urgently for safety reasons will be exempt.

No.	Name/Address	Submission	Recommendation
282	Name and Address withheld	**SUPPORT:** I worry that landowners/developers may find alternative measures to ensure mature trees need to be removed. The location of mature trees in relation to surrounding canopy, as species such as Black cockatoos prefer to fly from tree to tree within a fairly close range. So a 7m tree that is near to an area of frequent use by native bird species may be part of the canopy and future nesting ground. I think there should be consideration given to this as well.	**Noted**
283	Goiky – Resident, Hamilton Hill	**SUPPORT:** Information as to how developers can be stopped from just cutting trees down if no one is around The wildlife that needs protection How the tree register would work	**Noted** 1. The proposal seeks to trigger the requirement for Development Approval for Regulated Trees, with tree height mapping helping to identify those trees (and their potential unauthorised removal).
284	LeeFlee – Resident, South Lake	**SUPPORT:** Please, please, please implement the tree protection policy. There are so many beautiful valuable trees in this area and with all the development going on it is very scary that they may be removed. I hope that the trees between the freeway and the Fremantle steel works can be protected but I have noticed that they have red tape around their trunks. Does this mean that they are due to be felled or due to be saved? Please preserve all the existing mature trees in the city wherever possible.	**Noted**
285	Name and Address withheld	**OPPOSE**: Nothing can be improved. The proposal has no benefit to start with. On the other hand, residents must be allowed to have a say on the height of trees lying in proximity to their properties.	**Noted** 1. See the City's response to **Submission 24.**
286	Name and Address withheld	**SUPPORT:** Significant trees can also be Periodic quantification of policy efficacy. Showcase / celebrate good design with trees.	**Noted**
287	Tessa Purcell*	**SUPPORT:** I commend the Council for taking proactive steps in protecting trees, as they are crucial for our environment in whereby, we live and work. We are fortunate to have two large trees on our property in Coolbellup—Corymbia citriodora (Lemon Scented Gum) and Eucalyptus sideroxylon (Ironbark)—that play an important role in the local ecosystem.	**Noted** 1. See the City's response to **Submission 9.**

No.	Name/Address	Submission	Recommendation
		As an environmental manager, my professional experience includes managing trees as habitat for black cockatoos and other native species in the South West. I am fully aware of the critical role trees play in supporting biodiversity and providing valuable ecological services. However, a challenge I see with the proposed tree protection policy, particularly for trees on private properties, is the significant cost associated with tree maintenance. I have obtained quotes from qualified tree surgeons for pruning our trees, but the cost of $7,000 is unfortunately unaffordable. Given this, I am concerned that, despite the best intentions of the policy, the financial burden could drive property owners to remove their trees altogether by other means e.g. poisoning or backyard DYI pruning making the trees hazardous/unstable. In some cases, it may be more cost-effective to remove rather than maintain and prune large trees. Additionally, large trees near homes can impact home insurance premiums, further contributing to the financial strain property owners may face. To ensure that the tree protection policy is both effective and sustainable, I would like to recommend the following: Recommendations: Financial Support for Tree Maintenance – Introduce a reduction in rates for properties with trees listed on the protection register. – Provide subsidies to assist property owners with the costs of tree maintenance. – List of Qualified Tree Surgeons or Arborists – Develop and maintain a list of approved, qualified tree surgeons or arborists for residents to consult when seeking pruning or tree care services. – Rebate System for Tree Maintenance – Implement a rebate program to offset the costs of pruning and maintaining protected trees on private properties. These initiatives would help ensure that property owners can comply with the policy without incurring financial hardship, while still contributing to the preservation of these important environmental assets.	

No.	Name/Address	Submission	Recommendation
		Thank you for considering these points, and for your ongoing commitment to protecting our natural environment.	
288	Name and Address withheld	**SUPPORT:** Ensure that native trees, particularly those that are eaten by carnaby cockatoos are protected	**Noted**
289	Name and Address withheld	**SUPPORT:** Also applying this to public/council land such as parks	**Noted** 1. Street trees are protected by local laws, with local government approval required for their removal. Public works are exempt from Development Approval so the policy could not apply. The City will only remove trees on reserves where they are unsafe or where unavoidable as part of new works.
290	Name and Address withheld	**SUPPORT**: I think we must keep as many large trees in the area as possible The council should consider assisting in the cost of maintaining a large trees or provide pruning services free for residence who have them to support this proposal, as poor maintenance can lead to damage to property but some may lack the funds to maintain appropriately	**Noted** 1. See the City's response to **Submission 9.**
291	Name and Address withheld	**SUPPORT**: Yes more education on how trees, especially mature trees improve our urban environment - Letter box drop to encourage Residents to Value trees and be encouraged to plant more verge trees. Huge lack of verge trees in our suburb. Trees keep getting cut down! Mandatory verge trees.	**Noted.**
292	Name and Address withheld	**SUPPORT:** Never allow mature trees to be cut down, make developers etc build around the trees Reduce suburban sprawl	**Noted**
293	Name and Address withheld	**SUPPORT:** it should be a straight forward process	**Noted**
294	Nina – Resident, Spearwood	**SUPPORT**: Plant more trees!!	**Noted**
295	Name and Address withheld	**SUPPORT**: Please ensure that all real estate agents and builders operating in cockburn are informed of the changes Please adopt as quick as possible	**Noted**

No.	Name/Address	Submission	Recommendation
296	Name and Address withheld	**SUPPORT:**	**Noted**
297	GreenBeans – Resident, Hamilton Hill	**SUPPORT:** With greater subdivision comes a loss of garden/green space as dwellings take over. Indicators should be set to ensure subdivision does not lead to net loss of canopy/garden/green space. To prioritise mass tree protection/plantings in areas with underground power to highlight the climate and aesthetic attraction of same.	**Noted**
298	Name and Address withheld	**SUPPORT:**	**Noted**
299	Name and Address withheld	**SUPPORT:**	**Noted**
300	Millerh – Resident, Coolbellup	**SUPPORT:** Educate people about the value of mature trees in order to promote support for the policy and encourage the listing of significant trees. For example, we have a tree that drops leaves and shades our solar panels. As such, trees could be viewed as a nuisance. A solid understanding of the value of trees is vital for the policy to succeed. In Adelaide I noted significant trees were labelled with notes about their contribution to our lives. A tree audit should be made as part of any land development within the council.	**Noted**
301	Name and Address withheld	**SUPPORT:** Make the retention of trees (especially mature trees) an extremely high priority. So incredibly important Environmental benefits, reduce harm to the environment	**Noted**
302	Name and Address withheld	**SUPPORT:** My biggest issue with all Tree Retention rules throughout WA is the people deciding the fate of trees to be removed or pruned (this is not pertained to development) I am talking about day to day life and having a tree removed or pruned.I strongly feel that a panel of working Arborists with years of experience should determine the outcomes,not a Government employee trying to make a name for themselves. Be professional	**Noted** 1. The proposed Policy sets the guidance for proposals to be assessed against, and given the potential number of Regulated Trees and statutory timeframes for determining applications it would impractical to have a panel of arborists undertaking assessments. However, arborist advice will be sought if required.

No.	Name/Address	Submission	Recommendation
303	Name and Address withheld	**SUPPORT:**	**Noted**
304	Name and Address withheld	**SUPPORT:** Incentives like rate reductions. Perhaps the ability for a council park officer to check stability of large trees. Their health and longevity increase the amenity. Compulsory verge trees in residential streets and in front of business blocked would also enhance streetscapes and add value to the area	**Noted** 1. See the City's response to **Submission 9.**
305	Gadalon76 – Resident, North Lake	**SUPPORT**: Trees should be protected unless it is a safety issue Encourage more tree plantings and protect trees from development	**Noted**
306	Name and Address withheld	**OPPOSE**: Scrap it altogether. There is plenty of public land that council can plant trees on rather than encroach further onto private land holders. Consider scrapping the idea altogether.	**Noted**
307	PNovak – Resident, Coolbellup	**SUPPORT:** Large trees are so vital to our suburbs the loss of any should only be considered in rare circumstances. They are a legacy that has persisted long before the current owner of a property and will, if left alone, persist far longer than the current owner. Existing mature trees take decades to grow and the benefits extend to the entire community, not just one individual landowner! It is critical that they be strongly protected and any unauthorised removal should be fined accordingly or prosecuted promptly. There is no reason to remove mature trees to accommodate subdivision. there are innovative examples in the city where people have subdivided whilst retaining the tree canopy creating beautiful places to live. See comment above. City of Cockburn is lucky to have many older suburbs with beautiful established trees in back and front yards, these trees make these suburbs special and nice places to live. n the current climate of rapidly increasing house prices, it is still imperative to not let an urgent need for new housing builds to result in the loss of our beautiful urban canopy. They are not mutually exclusive, there are plenty of examples of subdivisions where the canopy is retained through innovative design concepts. The city must do everything it can to normalise such approaches to have it as standard rather than exception.	**Noted**
308	Name and Address withheld	**OPPOSE**: Owners of residential private land should not have as stringent requirements as commercial and industrial land owners	**Noted**

No.	Name/Address	Submission	Recommendation
		and developers as the latter are generally looking to clear or access greater amounts of land. The proposed policy will be cumbersome for private residential land owners and add red tape for example having to go the State Administrative Tribunal to appeal a council decision is time consuming and expensive and difficult to navigate. There should be a review opportunity before that step where a residential private property landowner can submit to council a request for reconsideration based on relevant information such as type of tree, any issues arising from it etc. Further, the council should instead continue to focus on encouraging private residential land owners to plant trees, use the native plant subsidies, install grey water irrigation. The policy doesn't allow for a residential private property landowner to remove a tree on their land that is a pest or for example has an undesirable feature such as an itchy seed. These types of trees should have an exemption. Also there should be an option to replace the tree with a more suitable/compatible tree species to the area rather than stating no it can not be removed or dealt with. That seems to be more helpful approach and overtime the tree canopy continues and is sustained. The policy needs to encourage and incentivise landowners to keep trees rather than be punitive.	1. The proposal seeks to protect mature trees across all zoned land to improve tree canopy cover, but assessment of proposed removal will consider the appropriateness of retaining the tree, or options to plant a new tree of a more appropriate species. 2. Trees that are either a 'Declared Plant' or a 'Weed of National Significance' are proposed to be exempt from the requirements of the policy.
309	Name and Address withheld	**SUPPORT**:	**Noted**
310	Name and Address withheld	**SUPPORT:**	**Noted**
311	Name and Address withheld	**SUPPORT**: Developers should be required to include more natural tree canopy in their development and design around these areas to preserve more areas for birds and other wildlife. If a developer happens to remove protected vegetation they have to return it to what was previously there	**Noted**
312	Name and Address withheld	**OPPOSE:** Leave private land alone	**Noted**
313	Name and Address withheld	**SUPPORT:** We need to preserve the natural habitat and food for the local black cockatoo population	**Noted**

No.	Name/Address	Submission	Recommendation
		(Consider) The black cockatoo population	
314	Jai Ram – Resident, Hamilton Hill	**SUPPORT:** Yes, as above - strong penalties should be included on a council level for the deliberate harm to trees.	**Noted**
315	Name and Address withheld	**SUPPORT:**	**Noted**
316	Name and Address withheld	**SUPPORT**: Trees are landmarks not only for us humans but also for other living organisms and creatures. They are like friends, we need them around for our well-being, for the shade, or the fragrance of the leaves, and the flowers, or the texture of the bark, for the joy of the birds Protect trees on verges from builders and developers destroying or damaging them.	**Noted**
317	JEA – Resident, Hamilton Hill	**SUPPORT:** Persistent and insistent education (from pre-school to retirement) about the importance of trees to our survival, not only human survival but the survival of the flora & fauna that are reliant on our beautiful native trees. Please do not be swayed by big business property developers looking for an easy take; The City of Cockburn is a beautiful slice of our beautiful Australia, let's show the 'Eastern' side of Oz and the world we can keep the trees and live under a canopy of raucous Carnaby's while providing sustainable housing to those wishing to live here.	**Noted**
318	Name and Address withheld	**SUPPORT:** I like the policy as proposed and support its implementation	**Noted**
319	Susannah – Resident, Coolbellup	**SUPPORT:** Align Protection Thresholds with Government Tree Incentive Programs The proposed Tree Protection Policy should lower the protection threshold from 8 meters to 3 meters for native trees to align with the Australian Labor government's recent "treebate" rebate program. If 3-meter native trees are deemed valuable enough to warrant public financial incentives for planting, then existing established trees at this same size clearly merit protection from removal. This alignment would create policy consistency across government initiatives while recognizing the ecological and economic value of semi-mature trees. Trees at 3 meters have	**Noted** 1. See the City's response to **Submission 25.**

No.	Name/Address	Submission	Recommendation
		already developed established root systems, provide meaningful canopy coverage, and contribute to urban cooling and air quality - environmental benefits that take years to re-establish if the tree is removed and replanted. Protecting trees at 3 meters rather than waiting until 8 meters is also more cost-effective than the current remove-and-replant cycle, especially when the government is simultaneously spending public funds encouraging new tree plantings. This threshold adjustment would prevent perverse outcomes where established native trees are removed only to trigger replanting initiatives, undermining both urban forest continuity and climate adaptation goals. <u>Ensure Strong Implementation Support and Community Engagement</u> The City should establish dedicated funding streams and adequate staffing to effectively implement this policy, including qualified arborists for assessments and compliance officers familiar with the technical requirements. Consider creating a Tree Advisory Committee with community, industry, and environmental representation to guide ongoing policy refinement and ensure practical implementation. <u>Integrate with Proactive Canopy Expansion Strategy</u> While protection is crucial, the City should simultaneously develop ambitious tree planting programs on public land and create incentives for private landowners to enhance their canopy coverage. This dual approach of protection plus expansion will deliver the climate resilience, biodiversity, and liveability benefits our community needs more effectively than protection measures alone. <u>Plan for Policy Evolution and Monitoring</u> Build in regular review periods and clear success metrics to assess policy effectiveness and make necessary adjustments. Establish monitoring systems to track canopy coverage changes, compliance rates, and community satisfaction, ensuring the policy adapts to changing environmental conditions and development pressures over time.	
320	Liane – Resident, Banjup	**SUPPORT**: please include trees that do not grow to height of 8 meters, such as Banksias and others and that definitely need protection. Incentivise the planting of suitable trees (having in	**Noted** 1. See the City's response to **Submission 25.**

No.	Name/Address	Submission	Recommendation
		mind sustainability, suitability as habitat and food sources) for native animals) by private and corporate landowners. Introduce supervision of the policy (resources to monitor and identify trees in danger of being killed or damaged) and fines that deter. Make resources available for education of landowners.	
321	Tom Barrett	**COMMENT:** Your proposed policy will likely have the opposite result to saving trees. Most likely people will avoid planting trees if they can't manage them if they get too big. This will create more red tape for owners and developers especially as the current trend in infill developments is to fully clear land prior to building. If local gov wants more trees then it needs to provide for the creation of larger blocks or at least larger spaces in front of the tiny blocks where trees can grow. Rather than control greening by specifying the height of a tree, a better result would be by having an approved list of species approved for planting or retention. This list would ideally focus on species native to the area or to WA with few exceptions. This should exclude most eastern states trees such as Eucalyptus Citriodora, E Botryoides, E Saligna, All of which grow to significant proportions, drop branches, bark and leaves and have extensive root systems which cause trouble. If the 8 metre rule is enforced then existing nuisance trees will be protected including trees which are already causing trouble. One outstanding tree that should be included on any "approved for planting list" is eucalyptus sideroxylon This is an ironbark from SA. Has none of the aforementioned bad characteristics and is ideal for landscaping. Can grow to 10 m or more and forms a beautiful canopy on sandy soil. In support of my submission I am happy to show council officers what these trees look like after 45 years, on my land in Henderson Road.	**Noted** 1. The intent of the new requirement is that Regulated Tree removal will be considered as part of a proposal for new development, and in some circumstances, there may be new planted tree species more appropriate in the context of that development.
322	Name and Address withheld	**COMMENT:** I welcome and applaud the City of Cockburn on their extensive plan to protect existing trees and increase the overall canopy. It is sad to read that Cockburn is in the lowest quartile nationwide for the degree in which it has lost shade canopy.	**Noted**

No.	Name/Address	Submission	Recommendation
		I think street / verge trees should be mandatory - planted by developers and or / Council . The general public does not value the huge benefits of trees enough - education takes a long time , while the heat island effect is accelerating ! In my relatively new suburb of Lake Coogee there are lots of big verges and no trees ! I would like to see more medium sized natives - the coral gum on my verge (planted by CoC) is very vigorous. The implementation / import of artificial turf should also be banned asap, for obvious environmental reasons.	
323	Banjup Residents Group	**COMMENT:** The Banjup Residents Group (BRG), representing 240 members across rural Banjup, Jandakot and Treeby, submits the following comments on the City of Cockburn's proposed tree protection policy. **1. Focus of Policy on Urban Tall Trees** BRG understands from meetings with City officers that the proposed policy primarily targets tall trees on older, established urban properties—such as those in Hamilton Hill—that may be subject to subdivision. The City aims to prevent clear-felling of large blocks and ensure development plans retain mature trees and the canopy and character they provide. While BRG supports this policy focus in urban areas, we seek clearer guidance on how the policy would apply to rural properties. **2. Regulated Trees** Under the proposed policy, the City may designate any tree over 8 metres tall as a "Regulated Tree," regardless of landowner consent, whether rural or urban. These trees would be recorded in a mapping "layer" within the City's GIS system. Just as landowners must seek approval before constructing buildings, they would also need City approval to remove or significantly lop a Regulated Tree. The policy should explicitly address how this requirement would apply to rural landowners who may have dozens of tall trees on their properties. **3. Removal of Dead Trees**	**Noted** 1. The City is not intending to 'designate' Regulated Trees – rather they are defined in the policy which then triggers the requirement for Development Approval. 2. The proposed requirements will apply across all zonings. 3. The definition of a 'Regulated Tree' is defined as a 'living tree…..', therefore a dead tree will not be Regulated regardless of its height. 4. The draft policy identifies that pruning works or removal of a tree for urgent safety reasons, or where damaging infrastructure, is exempt from Development Approval. 5. Pruning a branch from the trunk or leading stem can significantly affect a tree's structure, health, and growth. If done improperly, it may weaken the tree, increase disease risk, or alter its natural form. However, works that are urgently necessary for any of the following — public safety; a. the safety or security of plant, buildings or equipment; b. the maintenance of essential services; or c. the protection of the environment – are exempt, as is tree damaging activity is expressly required as part of an approved Bushfire Management Plan.

No.	Name/Address	Submission	Recommendation
		Senescence, wind damage, bushfires, disease, and insect infestation result in the death of many trees annually on rural properties. These trees must be removed promptly to reduce fire risk and prevent property damage or injury. Requiring landowners to apply for City approval before removing dead trees would be unnecessarily bureaucratic. A more practical approach would be to require landowners to photograph dead trees prior to removal and retain the images for three years, in case the City wishes to review the circumstances. Note: Even with embedded GPS data, photographs taken from tens of metres away (as necessary to capture images of tall trees) do not provide precise geolocation of the tree trunk. **4. Removal of Diseased or Unsafe Tall Trees** Diseased or unsafe trees are often not removed until they fall or die naturally. However, some trees may be storm-damaged or develop dangerous overhangs requiring removal. In such cases, landowners could photograph the affected tree and email the City to request approval. Given the safety risks, the City should commit to processing such requests within two working days—faster than the standard five-day turnaround for other service requests. **5. Pruning Tall Trees** Landowners may need to prune tall trees to reduce ground shading and promote growth of fire retardant vegetation. The policy's definition of "severing branches from the trunk or leading stem" could hinder effective land management. Most landowners would not attempt to prune branches more than 4 metres above ground. The policy should permit pruning of branches up to this height without approval. For higher branches—such as those damaged by wind—landowners should contact the City for approval. Again, due to safety concerns, the City should process such requests within two working days. **6. Harvesting Tall Trees** Some landowners wish to harvest trees for woodworking. The policy should accommodate this, perhaps by allowing harvesting if two replacement trees are planted.	6. The City does not recommend exempting removal of Regulated Trees for woodworking, as this could be used as a reason to avoid Development Approval. 7. The City recognises the limitations of the Urban Eye data, however this provides the most cost effective solution for Council (available at no cost) and is a tool to assist in identifying Regulated Trees. It is not intended to be used as baseline data upon adoption of the Policy, rather the most up to date mapping will be available to the public and used by the City to assist with identifying Regulated Trees.

No.	Name/Address	Submission	Recommendation
		Given the long-term nature of harvesting and replanting, it would be reasonable to require landowners to apply for approval up to a year in advance. **7. Observations on LIDAR Imaging** The comments below are offered by a member of the Banjup Residents Group. The Committee of the BRG does not have the expertise to evaluate the comments but the member is well respected. I fully understand the economics and pros and cons of LIDAR (having used satellite and drone imagery in my job regularly for the last 20 years) and why they are promoting it be redone every 2 years My main reservation relates to relying on the LIDAR laser scanning data they have presented in this release as their time line stake in the ground for the potential new local law to identify the status quo at inception of the new local law. Looking at what has been presented the aerial/satellite photography is September 2024 which can be immediately replaced easily with current 2025 satellite photography. However, in the LIDAR laser (Drone based) scanning (which takes a long time to complete), the GREEN patches OVERLAY identifying the potential regulated tree canopies is already 3 years old, having been done sometime in 2022 according to the date stamp on the imagery provided.	

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Policy Type

Local Planning Policy

Policy Purpose

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.

Trees with identified cultural, social, historical and/or outstanding amenity contribution are included on the City of Cockburn 'Significant Tree' register.

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 development approval is required for any ***tree damaging activity*** and guides the assessment of proposals seeking to remove a tree or undertake ***tree damaging activity*** where development approval is required, including trees on the 'Significant Tree' register.

This Policy should be read in conjunction with:

- *City of Cockburn Town Planning Scheme No. 3, including clearing requirements for the 'Rural', 'Resource' and 'Conservation' zone*
- *City of Cockburn Public Open Space Strategy*
- *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*
- *Council Policy – Environmental Conservation*
- *Council Policy - Sustainability*
- *City of Cockburn Urban Forest Plan 2018-2028*
- *Australian Standards AS 4970-2009 'Protection of trees on development sites'*
- *Australian Standards AS 4373-2007 'Pruning of Amenity Trees'.*

(1) 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:

1. Provide a clear definition of a ***regulated tree*** and clarify when development approval is required for ***tree damaging activity***;

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2. Prioritise the retention, protection, and provision of new trees on private land and establish a clear process for the assessment of ***regulated tree*** removal and other ***tree damaging works***;
3. Promote and facilitate tree preservation at the earliest possible stage in the planning and development process, balancing the retention of regulated and other trees with the desired built form and land use outcomes as reasonably anticipated by the zoning of the land;
4. Preserve and enhance neighbourhood amenity, character (including intended future character) and sense of place;
5. Mitigate the urban heat island effect, reduce air pollution, improve groundwater quality and enhance local biodiversity; and
6. Protect trees included on the 'Significant Tree' register for their identified values, including cultural heritage, and prioritise their retention.

(2) 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.

Regulated tree means a living tree of a species that is not included on a State or local area weed register, and that meets one or more of the following criteria, but excludes palm species unless included on the 'Significant Tree' register:

a. Is identified as 8m or more in height as shown in mapping produced by Urban Monitor (available on DataWA)
b. is included on the City of Cockburn 'Significant Tree' register
c. is a tree planted as required by a replanting condition of a development or subdivision approval issued for the removal of a ***regulated tree***
d. is a tree that has been identified on a site survey, as required by *Council Policy – Environmental Conservation.*

Significant Tree register means the City of Cockburn Local Government Inventory/Local Heritage Survey 'Significant Tree' register.

Tree means any perennial plant having one or more permanent, woody, self-supporting trunk with branches forming a crown, and includes all parts of the plant whether above or below ground.

Tree-damaging activity means all or any of the following interventions:

a. the killing of a tree
b. destruction of a tree that will result in the death or decline in the health of the tree
c. the removal of a tree
d. damaging more than 10 per cent of the tree root area within the canopy drip line area within the lot on which the tree is located

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e. works within the canopy drip line area (within the lot on which the tree is located) such paving, asphalting, or increasing or lowering the level of soil around the tree and/or compaction of soil causing the death or decline of the tree
f. the severing of branches from the trunk or leading stem
g. the ringbarking, poisoning, topping or lopping of a tree
h. any other substantial damage to a tree.

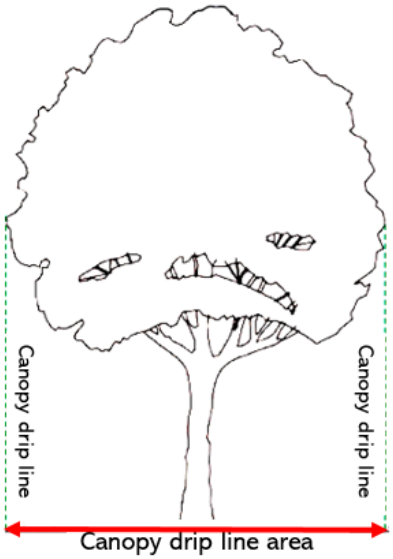


Figure 1. Canopy drip line

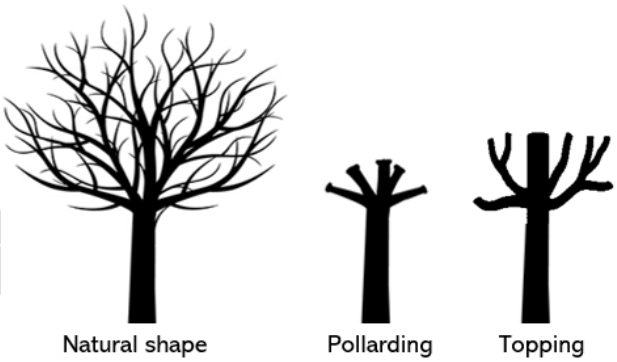


Figure 2. Examples of natural tree shape and tree damaging works – Tree pollarding and topping

Policy Statement

(1) Policy Application

This Policy applies to all zones within the City of Cockburn Town Planning Scheme No.3 (TPS3), and will be used in considering the following proposals:

- Development Applications;
- Subdivision Applications;
- Local Development Plans;
- Strategic planning proposals including scheme amendments, structure plans, and precinct plans; and
- Any ***tree damaging activity*** to a ***regulated tree*** where no other development or subdivision is proposed.

(2) Requirement for Development Approval and Exemptions

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1. Development Approval is not required for ***tree damaging activity*** under the following circumstances:

   a. The tree(s) is not defined as a ***regulated tree.***

   b. The tree(s) are not subject to Clause 4.10.5 (c) (as amended) of TPS3.

   c. 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:
      a. "works that are urgently necessary for any of the following — public safety;
         a. the safety or security of plant, buildings or equipment;
         b. the maintenance of essential services; or
         c. the protection of the environment."

   d. The ***tree damaging activity*** is expressly required as part of an approved Bushfire Management Plan.

   e. ~~***Tree damaging activity*** to a ***regulated tree*** that is on the *City of Cockburn Unwanted Species List*~~The tree(s) is either a ***'Declared Plant'*** or a ***'Weed of National Significance'***.

   f. The ***tree damaging activity*** is undertaken in accordance with an express written direction or requirement of a State Government Department in response to plant biosecurity issues.

   g. The ***tree damaging activity*** is undertaken in accordance with a notice issued under the *Local Government Act 1995* relating to obstructive and/or dangerous tree removal (detailed in Schedule 3.1).

   h. The ***tree damaging activity*** is undertaken in accordance with the requirements of the City of Cockburn Fire Control Order.

   ~~h.~~i. Pruning of Regulated Trees in prescribed air space, where defined as a ***'controlled activity'*** under the Air Services Act 1995 (or equivalent) by Jandakot Airport or the Civil Aviation Safety Authority (CASA).

*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 TPS3 as per Schedule 2, Part 7 Clause 61 (deemed provisions) of the Planning and Development (Local Planning Scheme) Regulations 2015 (e.g. the erection of a Single House that meets the deemed-to-comply requirements of the Residential Design Codes).*

(3) Application requirements

1. A Development Application shall include the following information in support of an application for removal of a ***regulated tree(s)*** and/or ***tree damaging activity***:

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a. Site survey and/or site plan indicating:
   i. Location of all ***regulated trees*** and street trees;
   ii. Information about the ***regulated trees*** (including species, height and relative health), which may require the input of a qualified arborist;
   iii. Whether any ***regulated tree*** is proposed to be retained or affected by any ***tree damaging activity***, and if so what type of damage is expected;
   iv. Tree Protection Zone(s) in accordance with AS4970, if relevant;
   v. Any trees/vegetation 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).

2. An ***Arborist Report*** may be required in the following instances:

   a. 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.

   b. 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).

3. A structural engineering report may be required to demonstrate damage to structures or infrastructure where this forms part of the justification for ***tree damaging activity*** to a ***regulated tree***.

4. Additional technical reports (e.g. Environmental reports, Tree Retention Strategy, Structural Engineering Reports, overlay of tree survey and proposed cut to fill levels) may be required for Structure Plan and large-scale subdivision applications that include ***regulated trees***.

(4) General Requirements

1. Unless removal is expressly approved as part of a Subdivision or Development Approval, or is exempt under the provisions of this Policy, a ***regulated tree*** should be retained and protected for its natural lifespan.

2. Retention and protection of ***regulated trees*** should be prioritised, and development works, local development plans, structure plans and subdivision design should preferably avoid or as a minimum minimise harm to ***regulated trees***, with justification provided for proposals that would result in the removal of ***regulated trees*** or other ***tree damaging activity***.

3. Where ***tree damaging activity*** is proposed to a ***regulated tree*** the proponent should demonstrate adequate justification for those works, including evidence that re-design options have been explored, including but not limited to the following:

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a. Reduction in the size of the dwelling, building or structure;
b. Alternative design and layout;
c. Alternative construction methods, materials and/or building techniques;
d. Alternative crossover, access, driveways and parking area location and design.

4. Where ***tree damaging activity*** is proposed to a ***regulated tree*** the following will be given due regard in the assessment process to determine if the proposal is appropriate:

a. Health, maturity, species, and location of the ***regulated tree*** and whether it can be feasibly retained whilst achieving the type and level of development proposed and reasonably anticipated by the zoning of the land;
b. Ecological, biodiversity, environmental, cultural and historical values of the ***regulated tree*** which may make it more desirable and important to retain;
c. Whether the ***regulated tree*** is a Black Cockatoo breeding or roosting tree (which may also require referral and approval under the federal *Environment Protection and Biodiversity Conservation Act 1999)*, whereby there will be a strong presumption against removal;
d. Importance of the tree's positive contribution to the streetscape and identified future character of the area;
e. The preservation of any other ***regulated tree(s)*** or other trees on the subject site and how that contributes to achieving the objectives of this policy;
f. The location of the ***regulated tree*** within the development site and capacity for a modified building design or subdivision to maximise tree retention to achieve the objectives of this policy;
g. Any existing development on the site and how it impacts tree retention;
h. Design and location of proposed crossovers and how it indirectly impacts street trees (existing and future opportunities for street trees) and retention of ***regulated trees*** on the site;
i. Topography and the potential impact from excavation/fill and site works on ***regulated tree*** retention, and including whether there are feasible alternatives to facilitate viable tree retention;
j. Possible safety risks due to tree limb failure and infrastructure and/or structural damage associated with retaining the ***regulated tree****,* considering whether these risks can be mitigated through re-design, tree pruning or other practical treatments or techniques;
k. The ability to accommodate Tree Protection Zone(s) (as per AS4970), including through re-design opportunities;
l. For trees on the 'Significant Tree' register, the cultural heritage values, identified significance and Council adopted 'Significant Tree' register criteria;
m. Proposed tree replacement planting, establishment watering and maintenance, and how that meets the objectives of this policy;
n. The ability to retain the tree by constructing buildings to withstand higher Bushfire Attack Levels;
o. Recommendations of an ***Arborist Report***; and
p. The objectives of this Policy.

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Policy	Tree Protection
Policy Number (Governance Purpose)	**5.263**

5. The following justifications for ***tree damaging activity*** to a ***regulated tree*** will not be supported:

   a. Impact on views;
   b. The tree variety is disliked;
   c. The tree variety causes nuisance by way of leaf, fruit, pollen or irritants, nuts or bark shedding, bird sounds or droppings, or the like; or
   d. The tree impacts on private gardens, solar installations, swimming pools, vehicle parking, or the like.

(5) Development Applications

1. The City will assess proposals for the removal of a ***regulated tree*** or ***tree damaging activity*** in accordance with the general requirements above.

2. There is a general presumption against ***tree damaging activity*** to any ***regulated tree*** and the siting and design of the development should, where possible, avoid impacting any ***regulated tree***.

3. ***Tree damaging activity*** to a ***regulated tree*** may be considered if the following relevant information and/or technical reports are provided to demonstrate:

   a. The ***regulated tree*** is unhealthy in a manner that cannot be remedied with treatment and/or is unsafe, based on the recommendations of an ***Arborist Report***;
   b. The ***regulated tree*** causes safety risks to people, infrastructure or buildings that are immediate or cannot be mitigated, based on recommendations of an ***Arborist Report*** and/or Structural Engineering Report;
   c. The redesign of the development to accommodate the ***regulated tree*** is demonstrated to be unfeasible whilst achieving a reasonable level of development that could be anticipated by the zoning of the land;
   d. The development proposal results in the improvement of tree canopy that would otherwise not be possible without the removal of existing tree(s).

4. Where a ***regulated tree*** is determined to be removed in line with the policy provisions above, the applicant shall reinstate tree(s) elsewhere within the site. If the City determines there is no suitable location on site for replacement tree(s) consideration will be given to the replacement tree(s) being located on the verge, with the species and location of the tree(s) to be approved by the City and all costs paid by the applicant or landowner.

(6) Development Approval Conditions

1. If a ***regulated tree*** or other tree(s) (including 'significant existing trees' as defined by the Residential Design Codes) are proposed to be retained as part of an approved development, the City of Cockburn may include the following condition on the Development Approval:

Policy	Tree Protection
Policy Number (Governance Purpose)	**5.263**

"1. The existing [INSERT SPECIES] tree(s) identified on the site plan must:

i. be retained and subsequently maintained in a healthy state for the duration of its lifespan;
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 or in accordance with the City of Cockburn's Local Planning Policy for tree protection.
iv. 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 of Cockburn for a replacement tree(s) at the landowner's cost, prior to undertaking any tree damaging works. 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 in such a way to support tree health."

3. If tree planting or tree replacement is required as part of a Development Approval, the City of Cockburn 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 or in accordance with the City of Cockburn's Local Planning Policy for tree protection.
iv. If, notwithstanding paragraphs (i) and (ii) a tree dies or becomes unhealthy the landowner must notify and make suitable arrangements with the City of Cockburn for a replacement tree(s) at the landowner's cost. Thereafter, the replacement tree(s) must be retained and maintained in accordance with this condition.

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."

(7) Subdivision applications

1. The City of Cockburn 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.

Policy	Tree Protection
Policy Number (Governance Purpose)	**5.263**

2. 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***.

3. 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.

4. The City of Cockburn will request the WAPC include the following condition on the subdivision approval to ensure ***regulated trees*** identified by the City 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) Strategic Planning Proposals

1. Where applicable, Local Planning Scheme (LPS) amendments and Structure Plan proposals should identify ***regulated trees*** and outline mechanisms and measures to protect ***regulated trees*** at subsequent stages of the planning process.

2. 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***.

3. Strategic planning proposals shall be supported by technical information, indicative earthworks plans and reports which demonstrate the protection of ***regulated trees*** has been prioritised.

Strategic Link:	Town Planning Scheme No.3
Category:	Planning – Town Planning & Development
Lead Business Unit:	Development Assessment and Compliance
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	TBC
Next Review Due: (Governance Purpose Only)	TBC
ECM Doc Set ID: (Governance Purpose Only)	TBC

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ATTACHMENT 2: OVERVIEW OF ANTICIPATED REQUIRED RESOURCES FOR IMPLEMENTATION		
Development Services		
STAFF RESOURCES		
Administration staff	• Receipting Development Applications • Processing customer enquiries	Likely within existing staff capacity, to be reviewed dependent upon number of applications received.
Planning officers	• 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	• Input on Development Applications involving regulated trees	
OTHER COSTS		
Arborist or Engineering services/reports	May be required to peer review proponent arborist or engineering reports or provide expert advice	Dependent upon number of applications and SAT appeals requiring arborist expertise – Estimated $5,000- $15,000 a year (arborist reports 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	• Investigating potential unauthorised tree damaging works • Prosecuting unauthorised tree damaging works	Potential need for 1-2 additional FTEs dependent upon number of applications and complexity and ongoing enquiries.
Sustainability and Environment		
STAFF RESOURCES		
Environmental officers	• Providing input on Development Applications involving regulated 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	• 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.
		INDICATIVE TOTAL YEARLY COSTS: $500,000

15.1.3 Policy Review - Amendments to Local Planning Policy 4.2 - Cockburn Central North (Muriel Court) Structure Plan Design Guidelines & Local Planning Policy 4.7 - Phoenix Activity Centre Design Guidelines

Executive Director Sustainable Development and Safety

Author Senior Strategic Planner and Service Manager Strategic Planning

Attachments
1. LPP 4.2 - Cockburn Central North (Muriel Court) Structure Plan Design Guidelines (tracked changes) ⇩
2. Final LPP 4.2 - Cockburn Central North (Muriel Court) Structure Plan Design Guidelines ⇩
3. LPP 4.7 - Phoenix Activity Centre Design Guidelines (tracked changes) ⇩
4. Final LPP 4.7 - Phoenix Activity Centre Design Guidelines ⇩

Officer Recommendaiton/Committee Recommendation
The Committee recommend Council:

(1) ADOPTS the amended Local Planning Policy 4.2 – Cockburn Central North (Muriel Court) Structure Plan Design Guidelines, for the purposes of advertising, as shown in Attachment 2;

(2) ADVERTISES the amended Local Planning Policy 4.2 – Cockburn Central North (Muriel Court) Design Guidelines, as per recommendation 1 above, in accordance with Schedule 2 (Deemed Provisions) Part 2, Clause 4(2) of the Planning and Development (Local Planning Schemes) Regulations 2015;

(3) SUBMITS, for approval from the Western Australian Planning Commission, Local Planning Policy 4.2 – Cockburn Central North (Muriel Court) for the provisions that require their approval;

(4) ADOPTS the amended Local Planning Policy 4.7 – Phoenix Activity Centre Design Guidelines, as shown in Attachment 4;

(5) ACCEPTS the amendments to Local Planning Policy 4.7 – Phoenix Activity Centre Design Guidelines are minor in nature and do not require public advertising in accordance with Division 2, Clause 5 of the Planning and Development (Local Planning Schemes) Regulations 2015; and

(6) PUBLISHES notice of the amended Local Planning Policy 4.7 – Phoenix Activity Centre Design Guidelines, in accordance with Clause 87 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Background

The *State Planning Code: Residential Design Codes Volume 1 and 2 (R-Codes*) provide standardised planning and design provisions for dwellings across Western Australia.

Acknowledging differences within the built environment throughout the State, *Part A - 3.0 Local Planning Framework* provides the ability for Deemed-To-Comply provisions

to be *amended, augmented or replaced* by Local Governments with OR without approval of the Western Australian Planning Commission (WAPC).

Upon the release of the Medium Density Code adjustments to the R-Codes on 10 April 2024, the list of controls Local Government can adjust without WAPC approval was updated.

Local Planning Policy (LPP) provisions affected by the change were given a 24-month Special Transition Period (under Part A – 4.0), to allow Local Governments the time to review, modify and/or where necessary, seek WAPC approval.

Review of existing policies

The City has reviewed its LPPs that amend, augment or replace Deemed-To-Comply provisions of the R-Codes. The following LPP's have been identified as having provisions that require approval from the WAPC to have affect beyond expiry of the transitional provisions on 10 April 2026:

Local Planning Policy	Provision Requiring WAPC Approval	Recommended Approach
LPP 4.2 - Cockburn Central North (Muriel Court) Structure Plan	Building Heights	*Subject of this report – discussed in further detail below*
LPP 4.6 - Cockburn Coast Design Guidelines for Robb Jetty & Emplacement Precincts	Building Heights Lot Boundary Setbacks (POS)	Updates initiated at September '25 OCM (Advertising Closed Nov. '25)
LPP 4.7 - Phoenix Activity Centre Design Guidelines	Building Heights	*Subject of this report – discussed in further detail below*

Provisions of the following LPP's also require WAPC approval, however no action is recommended at this time, in anticipation that the LPP's may ultimately be revoked to reflect changes that are occurring through the preparation of draft Local Planning Scheme 13:

Local Planning Policy	Provision Requiring WAPC Approval	Recommended Approach
LPP 1.2 Residential Design Guidelines	Trees and Landscaping Size and Layout of Buildings	***POTENTIAL REVOCATION*** – To be reviewed as part of preparation of LPS #13.
LPP 4.3 - Newmarket Precinct Design Guidelines	Building Heights Lot Boundary Setbacks	

Submission

The proposed policy amendments have been prepared by City officers to ensure key provisions remain valid following the conclusion of the Special Transition Period.

Additional changes are also proposed where they have been overtaken by other regulations or where considered appropriate to improve reader understanding.

Report

Local Planning Policy 4.2 – Cockburn Central North (Muriel Court) Structure Plan Design Guidelines

Initially adopted by Council in July 2010, the policy has been amended numerous times over the past 15 years, including most recently in May 2025. The proposed modifications and associated rationale are detailed in the following table:

Section	Proposed Modification	Justification
Primary Controls for Low Density Zone (R25 & R40)		
8	Introduce a minimum primary street setback of 3m and secondary street setback of 1m for the R25 density coded areas.	To match existing housing and Local Development Plan approvals within the R25 coded area that were based on a 3m minimum primary street setback.
Mixed Business and Local Centre Standards		
10	Adjust the minimum side setback within the Mixed Business (Office / Residential) from 3m to in accordance with the R-Codes.	To match the flexibility afforded by the R-Codes, noting that the standard can change based on the form of housing typology.
	Adjust the minimum rear setback within the Mixed Business (Office / Residential) from 3m to be in accordance with the R-Codes.	To defer consideration to a more balanced consideration of all building requirements via the R-Codes, noting that the deemed-to-comply minimum requirement at R160 is 6m.
	Adjust the rear setback within the Mixed Business (Non-Residential) designation from 10m to 6m.	To ensure a consistent outcome with the deemed-to-comply requirement for the adjoining Office / Residential precinct, noting the deemed-to-comply minimum requirement at R60 varies between 1-3m depending on wall height. The 10m is considered excessive and has not been uniformly applied across this precinct.
Building Heights (All Zones & Codings)		
8 - 10	Insert or replace minimum and maximum building height requirements via reference to 'Appendix 1 – Building Height Plan'.	To reflect existing housing and Local Development Plan approvals, concentrate its delivery within the core of the precinct, and reinforce the importance of maximising development outcomes within immediate proximity of

		the Cockburn Central Train Station.
Appendices		
NEW	Inclusion of a new Appendix 1 – Building Heights plan and re-numbering of subsequent appendices.	As per changes discussed for Sections 8-10 above.
APP 3	Material Selections (previously Appendix 2) – reformatted and graphics enhanced	To make it easier for readers to see and interpret the relevant requirements.
APP 4	Muriel Court and Knock Place Intersection Treatments (previously Appendix 3) – graphic enhanced	To make it easier for readers to see what treatments are required for each intersection.

A tracked changes version of the Draft Amended LPP is included at Attachment 1. A copy of what the LPP would look like if ultimately adopted in the recommended manner, is included at Attachment 2.

Key changes proposed are discussed in further detail below.

Primary Street setback (R25)

Located in the north-western section of the Muriel Court LSP area, the policy is currently silent on a primary street setback which therefore reverts to the existing 6m under Table B of the R-Codes Volume 1 Part B.

Whilst the majority of the R25 area is yet to develop, areas that have are subject to a Local Development Plan which allows a 3m setback.

It is recommended a 3m primary street setback is introduced more broadly to reflect those earlier decisions and ensure a consistent streetscape within the R25 coded area. WAPC Approval is not required for this change.

Building Heights Plan

Since its inception in July 2010, LPP 4.2 has included minimum Building Heights to ensure development is provided to a 'high quality, urban form' which is an extension of the Cockburn Central Town Centre. This proposal represents a shift from applying height requirements based purely on residential density coding to a more spatially defined arrangement based on proximity to areas of higher amenity.

Essentially, it will allow a small section of R60 in the north-west portion to continue to develop as single-storey, reflective of existing development and approvals already granted in this area, because of its:

- existing interface with the R20 area west of Semple Court
- relative distance (in comparison to the rest of the precinct) from Cockburn Central Town Centre and
- to achieve a more consistent streetscape along the northern section of the future Ngort Drive.

To provide further clarity on the City's expectations a Building Height Plan is proposed to be inserted as Appendix 1. The plan also clarifies the expectation for two-storey commercial development within the Mixed Business (Non-Residential) precinct noting that the City has previously accepted the use of taller commercial façade elements along North Lake Road to meet the requirements.

Ultimately, WAPC approval will be required for the aspects of the LPP/Building Height Plan that prescribes minimum and maximum building heights for residential development (*only*).

The deemed-to-comply standards of each relevant residential density code, the proposed requirements of LPP 4.2 and where the requirement for WAPC approval is triggered, are summarised in the following table:

R-Code	Minimum Height (storeys)		Maximum Height (storeys)		Variation
	R-Codes	LPP 4.2	R-Codes	LPP 4.2	
R25	Single-storey	Refer R-Codes (single)	Two-storey equivalent (7m wall)	Refer R-Codes	No
R40	Single-storey	Refer R-Codes (single)	Two-storey equivalent	Refer R-Codes	No
R60	Single-storey	***Two storey***	Three-storey	***Four storey***	**Yes – minimum & maximum**
R80	Single-storey	***Two storey***	Four-storey	Four storey	**Yes – minimum**
Local Centre (R80)	Single-storey	***Two storey***	Four-storey	Four storey	**Yes – minimum**
R160	Single-storey	***Two storey***	Five-storeys	***73.5 AHD (Jandakot Airspace)***	**Yes – minimum & maximum**

WAPC Approval Criteria

Part A, Provision 3.1 – Function of Local Planning Frameworks specifies that when amending, augmenting or replacing deemed-to-comply provisions, decision-makers are to ensure that the modifications to the R-Codes are:

- *Warranted due to a specific need identified by the decision-maker related to that particular locality or region*
- *Consistent with the relevant provisions of SPP 7.0 Design of the Built Environment*
- *Consistent with the general objectives of the R-Codes Volume 1, as well as the section objectives and the design principles of Part B and C (as applicable)*
- *Able to be properly implemented and audited by the decision-maker as part of the on-going building approval process and*
- *Consistent with orderly and proper planning.*

The City considers the amended provision **C3.2.1 Building Height and associated Table 3.2a of Part C of the R-Codes**, as appropriate given the strategic importance of the precinct in proximity to the broad array of employment, retail and service offerings associated with the Cockburn Central Secondary Activity Centre and Transit Hub.

By providing more finite spatially defined guidance, the LPP seeks to maximise the development potential of the area, in a manner that limits associated negative amenity impacts such as impact on views of significance and solar access.

Such an outcome is consistent with the objectives of the Cockburn Central Activity Centre Strategy that strongly promotes the delivery of high density, diverse housing typologies in this area, and complementary to the strict minimum yield requirements set out in Table 9 – Development Area 19 of TPS 3 (i.e. development/subdivision must achieve 75% of the potential yield for each site, and also pays its share of development contributions for the area on this basis).

Local Planning Policy 4.7 – Phoenix Activity Centre Design Guidelines (LPP 4.7)

The Design Guidelines were initially adopted at the 9 March 2017 OCM (Item 15.5) as part of the process that also saw City adoption of the Phoenix Activity Centre Plan. It has not been modified since. The currently proposed modifications and associated rationale are detailed in the following table:

Section	Proposed Modification	Justification
Policy Purpose	Include plan of where the LPP applies.	For transparency and ease of understanding.
Definitions	Delete the definitions of ‘Amenity’, ‘Streetscape’ and ‘Passive Surveillance’.	Already defined in existing legislation and State Planning Code.
General Provisions		
Signage	Relocate the ‘Signage’ provisions from ‘Phoenix Core’ precinct to General Provisions.	The relevant signage provisions are applicable to all precincts.
Services	Relocate the ‘Services’ provisions from the ‘Mixed Use’ precinct to General Provisions.	The relevant service provisions are applicable to all precincts.
Landscaping	Relocate ‘Landscaping provisions from ‘Mixed Use’ and ‘Northern’ precincts to General Provisions.	The relevant landscaping provisions are applicable to all precincts.
Phoenix Core Precinct		
Visual Impact	Rephrase provision a) relating to the Phoenix Core impact on surrounding residential areas	Clarify requirements.

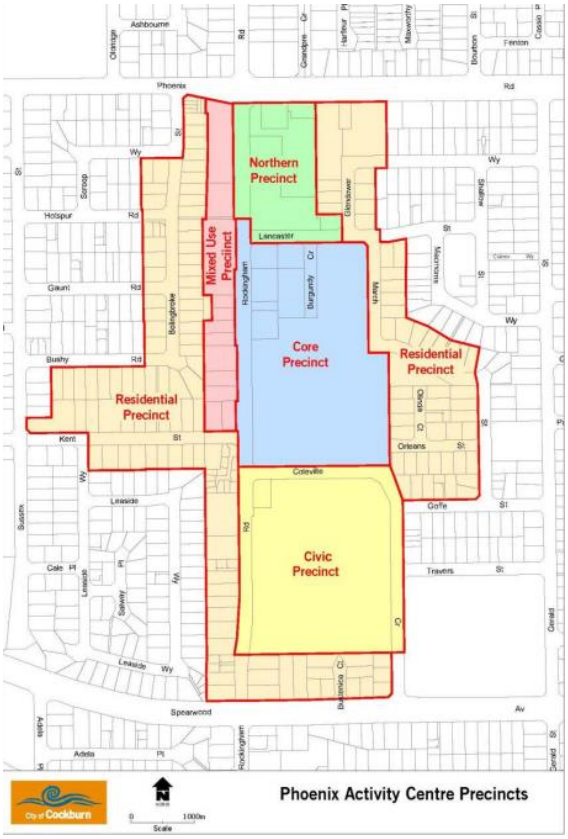
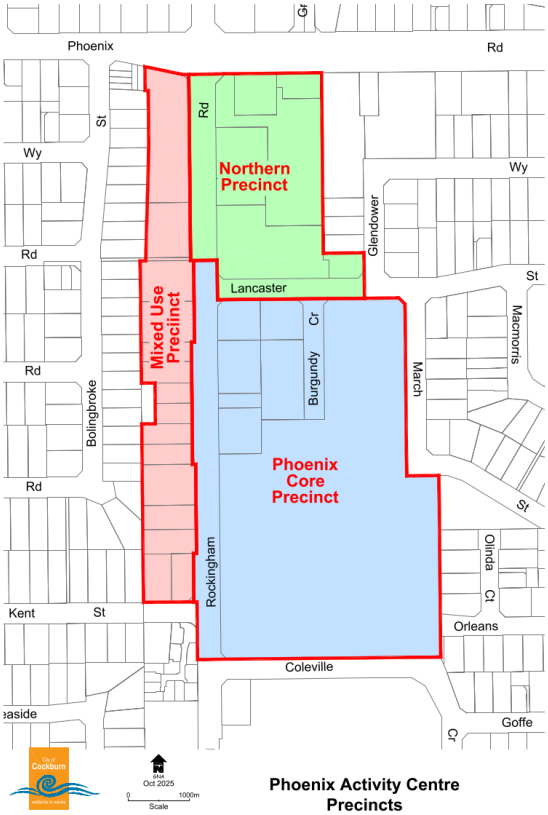
Mixed Use Precinct		
Built Form	Rephrase 'General Built Form Provisions' to 'Built Form'.	Ensure consistency with the remainder of the policy
	Introduce a provision which ensures developments setbacks and height will be in accordance with the R60 density.	To ensure a consistent streetscape regardless of whether Residential or Commercial land use is proposed.
	Rephrase the *requirement* for a 3.9m floor to ceiling height for commercial development to *encourage.* Remove reference to a 10m maximum height.	Consistency with the R-Codes which do not require a minimum floor to ceiling height for commercial and have increased the maximum building height in R60.
	Delete the reference to plot ratio.	Part C of the R-Codes no longer utilises *plot ratio* when assessing multiple dwellings.
	Clarify that upper-floor windows should be unobscured where facing public streets and communal access ways.	To ensure passive surveillance does not conflict with the private realm (i.e. overlooking).
	Encourage rather than mandate a minimum two (2) storey building requirement fronting Rockingham Road.	*Implementation of this provision has been inconsistently applied.* *Its retention is of little value and would require WAPC approval.*
Parking and Movement	Delete the provision relating to setbacks.	This has been rephrased and included within the 'Built Form' provisions (see above).
	Rephrase provision relating to crossovers.	Clarify requirements.
	Rephrase provision relating to services	Clarify requirements.
Northern Precinct		
Built Form	Rephrase 'General Built Form Provisions' to 'Built Form'.	Consistency with the remainder of the policy.
Signage	Delete 'Signage' provision	Relocated to 'General Provisions'.
Landscaping	Delete 'Landscaping' provision	Relocated to 'General Provisions'.

A tracked changes version of the Draft Amended LPP is included at Attachment 3. A copy of what the LPP would look like if ultimately adopted in the recommended manner, is included at Attachment 4.

Most of the adjustments are considered minor and administrative in nature. The most notable changes are discussed in further detail below.

Precinct Plan

To assist reader understanding, a Precinct Plan has been inserted at the start of the LPP to improve reader's understanding of the portions of the Phoenix Activity Centre Plan affected by this policy. It applies to three (3) of the precincts identified (Phoenix Core, Mixed Use and Northern Precincts) that are not currently shown in the LPP.

Phoenix Activity Centre Precinct Plan	Proposed LPP Precinct Plan
	

Building Height

The primary purpose of reviewing LPP 4.7 is to remove the mandatory two (2) storey requirement for all new development within the Mixed Use Precinct abutting Rockingham Road, which would otherwise require WAPC Approval.

At the time the two-storey requirement was introduced, a more commercially mains-street focused form of development was anticipated for this precinct.

This has not eventuated. Instead, redevelopment has largely resulted in grouped housing, interspersed with single-storey medical and childcare facilities.

Given the change in anticipated development form, the limited amount of development that has embraced the two-storey requirement, and that a similar form of development is not required in the Core precinct on the eastern side of the road, it is recommended that the requirement be downgraded to encouraged only.

Given the WAPC's desire to standardise development requirements wherever possible, this should assist the City in concentrating its efforts in obtaining approval to R-Code variations in other areas where greater outcomes can be achieved.

Strategic Plans/Policy Implications

Our Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Strengthen unique, liveable and adaptive places.

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Should Council adopt amended LPP 4.2 for advertising, public consultation will be undertaken for a minimum period of 21 days in accordance with Schedule 2, Part 2, Clause 4(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

Upon conclusion of the advertising period, the City will review the submissions received and prepare a report for Council's consideration at the next available Governance Committee Meeting. At that time (and subsequent Ordinary Council Meeting), Council must resolve to either.

i. Proceed with the amended policy without modification
ii. Proceed with the amended policy with modification/
iii. Not to proceed with the amended policy.

Risk Management Implications

Should the modifications not be supported, it could lead to an inconsistent local planning framework that is undesirable and may lead to reputable damage to the City.

It would also miss an opportunity to simplify and improve the local planning framework.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Policy Type

Local Planning Policy

Policy Purpose

To provide site specific design guidelines for Development Area 19 (DA19) that will assist in the delivery of high quality and functional built environment.

All applications for subdivision and development shall have due regard with the Design Guidelines.

Policy Statement

(1) Introduction

These Design Guidelines shall be read in conjunction with the City of Cockburn Town Planning Scheme No.3 (TPS 3), Residential Design Codes, Cockburn Central North (Muriel Court) Local Structure Plan and other applicable Local Planning Policies and Local Development Plans.

(2) Vision

The Muriel Court Local Structure Plan area will be characterised as a sustainable, contemporary, high quality, vibrant, urban village which is an extension of the Cockburn Central Town Centre.

(3) Objectives

The objectives of the Design Guidelines are:

Physical

- Promote a safe, comfortable and easily accessible environment for residents and visitors;
- Ensure that buildings address and complement public spaces by providing transparent and engaging interfaces between the street and the public realm;

Social

- Promote a strong sense of place and community;
- Promote walking, cycling and public transport use through appropriately designed streets and buildings;
- Provide for a mix of housing opportunities to cater for a diverse community;
- Ensure good access to public open space for residents and visitors;

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Economic

- Promote a viable local centre that supplies the daily needs of the local residents~~;~~
- Facilitate a development intensity that complements the Cockburn Central Town Centre and Cockburn Central West~~.~~

(4) Local Development Plans

Any subdivision application that proposes to create lots suitable for single house (including terrace-style) or grouped dwelling development in the Local Structure Plan (LSP) area will require the preparation of a Local Development Plan (LDP) for approval by the City to guide development outcomes. LDPs may address:

- Lot boundary and street setbacks~~;~~
- Building Heights~~;~~
- Vehicle Access~~;~~
- Fencing~~;~~
- Visual Privacy~~;~~
- Solar Access~~; and~~
- Any other design element as agreed to by the City~~.~~

(5) Minimum Residential Densities and Staging

In accordance with Development Area 19 provisions, within TPS 3, any subdivision/development is required to achieve a minimum 75% lot/dwelling yield relative to its density code on the Structure Plan Map.

The 75% minimum residential density requirement may be achieved via a staged approach which can be demonstrated as part of any application. Staged development shall demonstrate how future stages address:

- Evidence based justification for any yield shortfall to be provided in a subsequent stage~~;~~
- Earthworks~~;~~
- Levels~~;~~
- Drainage~~;~~
- Road connections~~;~~
- Any other relevant information~~.~~

(6) Noise Attenuation

To address potential noise sources in the area, an Acoustic Report shall accompany applications for residential development and subdivision in the following locations:

- All development adjacent to the Kwinana Freeway~~;~~
- All development abutting the Mixed Business zone~~;~~
- All development incorporating a mix of uses~~;~~

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

- All development incorporating residential uses adjacent to North Lake Road.
- All noise attenuation and noise management shall be in accordance with State Planning Policy 5.4 – Road and Rail Noise and Council's Local Planning Policy LPP 1.12 Noise Attenuation.

(7) Vehicle Access – North Lake Road

Reciprocal vehicle access arrangements and shared vehicle access points are specified for lots abutting North Lake Road. Please refer to Council's Local Planning Policy LPP 5.6 Vehicle Access.

(8) Primary Controls for Low Density Zone (R25 and R40) ~~Standards~~

Primary Control	R25	R40
Building height (storeys)	As per Appendix 1 – Building Height Plan	
Minimum primary and secondary street setbacks	Primary – 3m Secondary – 1m	Primary – 2m Secondary – 1m

(a) All other provisions as per Residential Design Codes (R-Codes) and LDP.

(9) Primary Controls for Medium/High Density Zone (R60, R80 and R160)

Primary Control	R60	R80	R160
Building height (storeys) ~~Minimum~~	~~Two storeys~~ As per Appendix 1 – Building Height Plan		
~~Building height (storeys) Maximum~~	~~Four storeys~~	~~Four storeys~~	~~No maximum (refer to Jandakot Airport Obstacle Limitation Surfaces)~~
Minimum primary and secondary street setbacks	Primary - 2m Secondary – 1m	As per R-Codes (R80)	As per R-Codes (R160)

All other provisions as per R-Codes and any variations to the provisions above shall be assessed using the relevant element objectives in the R-Codes as they related to apartment design.

(10) Mixed Business & Local Centre Standards

Primary Control	Restricted Use – Office / Residential	Restricted Use – Non-Residential	Local Centre
Building height (storeys)	As per Appendix 1 – Building Height Plan		
~~Building height (storeys) Minimum~~	~~Three storeys~~	~~Nil~~	~~Two storeys~~
~~Building height (Storeys) Maximum~~	~~No maximum (refer to Jandakot Airport~~	~~No maximum (refer to Jandakot Airport~~	~~Four Storeys~~

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Boundary wall height (storeys)	As per R-Codes (R160)	As per BCA	Two storey
Minimum primary and secondary street setbacks	Subject to design in accordance with LPP 5.6 Vehicle Access.	Subject to design in accordance with LPP 5.6 Vehicle Access.	Nil
Minimum side setbacks	~~3m~~As per R-Codes	As per BCA.	Nil
Minimum rear setback	~~3m~~As per R-Codes	~~10m~~6m	Nil

a) Boundary walls may still be proposed on the rear setback in accordance with the R-Codes (where they are assessed against the lower density code).

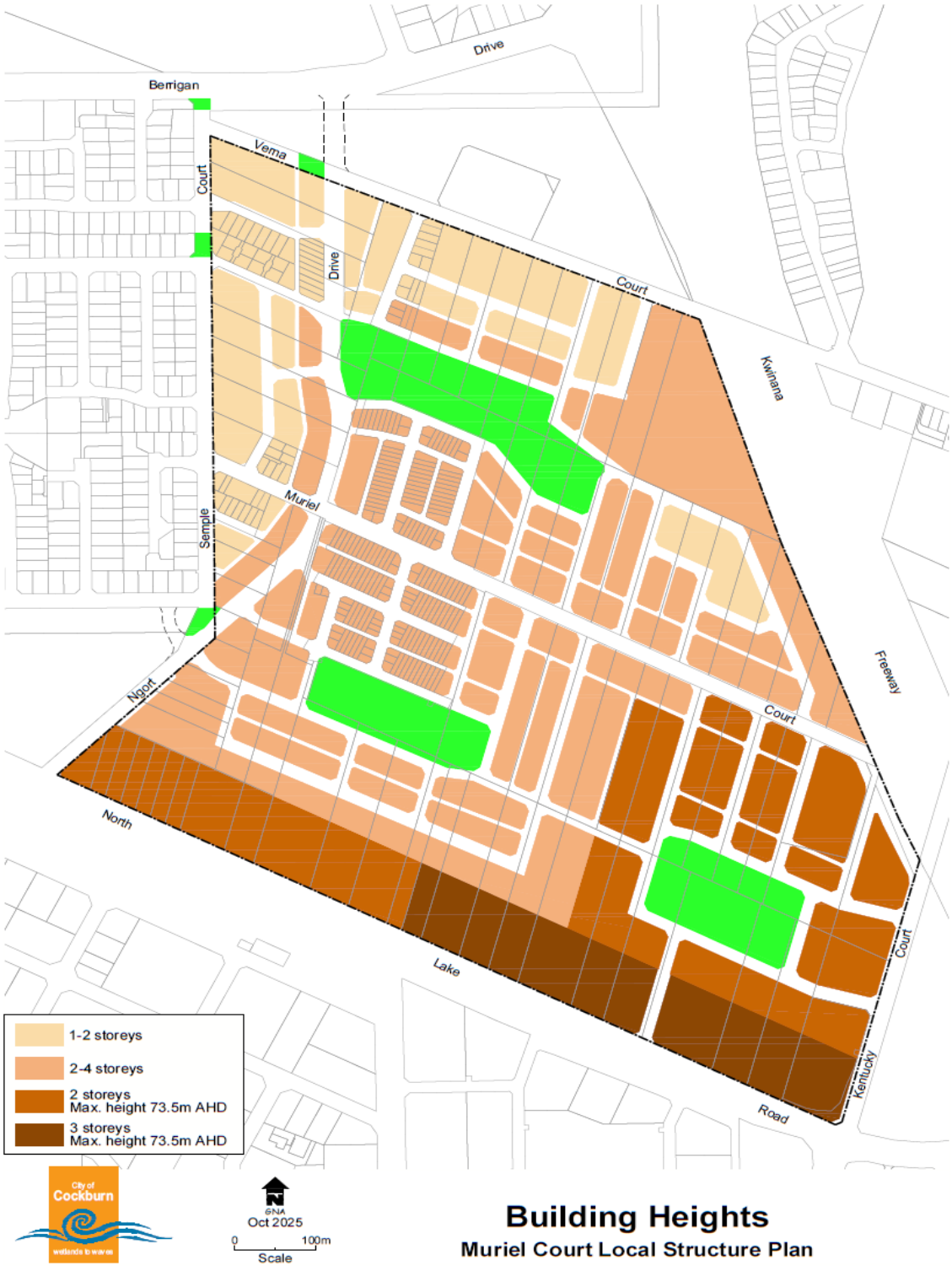
~~a)~~b) All other provisions as per R-Codes and any variations to the provisions above shall be assessed using the relevant element objectives in the R-Codes as they related to apartment design.

Strategic Link:	Town Planning Scheme No.3
Category	Planning – Town Planning & Development
Lead Business Unit:	Development Assessment and Compliance
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	~~13 May 2025~~TBC
Next Review Due: (Governance Purpose Only)	~~May 2027~~TBC
ECM Doc Set ID: (Governance Purpose Only)	~~4517094~~TBC

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX 1 – BUILDING HEIGHTS PLAN



[5]

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX ~~21~~ - STREETS

The following sets out the City's specific streetscape requirements to be adopted by developers when designing and planning civil works. The City will refer to this section when assessing civil drawings. Developers are encouraged to engage with the City's Engineering and Parks Team early in the civil design process to discuss the below and further site specific design considerations prior to lodging civil drawings for approval.

Objectives for the design of public spaces in Cockburn Central North

Designs that seek to:

- Contribute to a vibrant, pedestrian friendly community that promotes use of public spaces;
- Provide the functional and aesthetic requirements required to support medium and high density development of which is expected to occur across the precinct;
- Promote the design of streets and public open spaces that will allow users and residents to connect to the local environment. This includes accommodating street trees consistent with the scale of development being proposed on adjoining lands.

Design process

Developers and applicants are advised that the City will be seeking evidence that streetscape civil drawings have responded to:

- The Cockburn Central North Structure Plan (Muriel Court Structure Plan) including but not limited to the design requirements set out within the Local Water Management Strategy;
- Site specific conditions including: Site context, topography and geotechnical conditions, environmental constraints and opportunities, and the retention of significant trees, and;
- Sustainable design measures including water quality and management.

STREET PROFILES

The following details set out the City's requirements for the design of new roads and associated infrastructure within the precinct.

Ngort Drive (25.2 metres)

- Ngort Drive will be designed as an Integrator B Road, as defined by Liveable neighbourhoods, with a 25.2m road reserve;
- The design speed will be 50 km/hr and provide for up to 15,000 vehicles per day;
- Road pavement widths will be sufficient to provide for a traffic lane, segregated bicycle lane and on-street parking;
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset);
- Within the local centre, the footpaths will be wider and constructed between the property boundary and the kerb; and
- Street lighting and tree planting in central median;
- Median width 4m; and
- See Appendix 2 for material selections.

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Muriel Court (24.4m – East of Ngort Drive Realignment)

- Muriel Court will be designed as a Neighbourhood Connector A Road, as defined by Liveable neighbourhoods, with a 24.4m road reserve~~;~~
- Muriel Court is designed for 50 km/hr and will provide for up to 15,000 vehicles per day~~;~~
- See Appendix 3 for required intersection types along Muriel Court~~;~~
- Road pavement widths will be sufficient to provide for a traffic lane, segregated bicycle lane and on-street parking~~;~~
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset)~~;~~
- Within the local centre, the footpaths will be wider and constructed between the property boundary and the kerb~~;~~
- Street lighting and tree planting in central median~~;~~
- Median width 4m~~; and~~
- See Appendix 2 for material selections.

Muriel Court (20m – West of Ngort Drive Realignment)

- Muriel Court will be designed as a Neighbourhood Connector Road, as defined by Liveable Neighbourhoods, within a 20m road reserve~~;~~
- Muriel Court is designed for 50 km/hr and will provide for up to 15,000 vehicles per day~~;~~
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset)~~;~~
- Segregated bicycle lane for the entirety of the length of Muriel Court~~;~~
- Street lighting in a minimum 2m wide central median~~; and~~
- See Appendix 2 for material selections.

18 metre wide roads

- These roads are designed as wide access streets suitable for higher density residential areas and provide for on street parking and street tree planting~~;~~
- Street pavement 6m with one verge 6.2m and the other 5.8m. The wider verge on one side will accommodate sewer and stormwater drainage~~;~~
- 1.5m wide footpaths on both sides of the road which are adjacent to property boundary (0.3m)~~; and~~
- 2.1m wide on-street car parking bays.

15 metre wide roads

- These roads are for lower density residential areas and some on-street parking (on the carriageway), which provide speed control~~;~~
- 4.5m verges and 6m pavement~~;~~
- Street trees are to be provided in the road reserve~~;~~
- 1.5m wide footpaths on both sides of the road which are adjacent to property boundary (0.3m offset)~~; and~~
- 2.1m side on-street car parking bays.

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

16 metre wide road

- As per 15m wide roads, except that verges are 5m wide each~~;~~
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset)~~;~~
- For lots that abut public open space the road reserve is 14.5m~~; and~~
- The street profile is the same, except on the public open space side the verge which is 3.5m and contains a Dual Use Path (2.1m) and no car parking.

Laneways

- New laneways may be required to provide access to new lots created through subdivision~~.~~
- Road Design speed of 10 km/h~~;~~
- 6m wide road pavements with no footpaths with 1x0.5m setbacks for lighting at regular spacing as illustrated in Figure below~~; and~~
- Traffic calming may be warranted within laneways, where required by the laneway length.

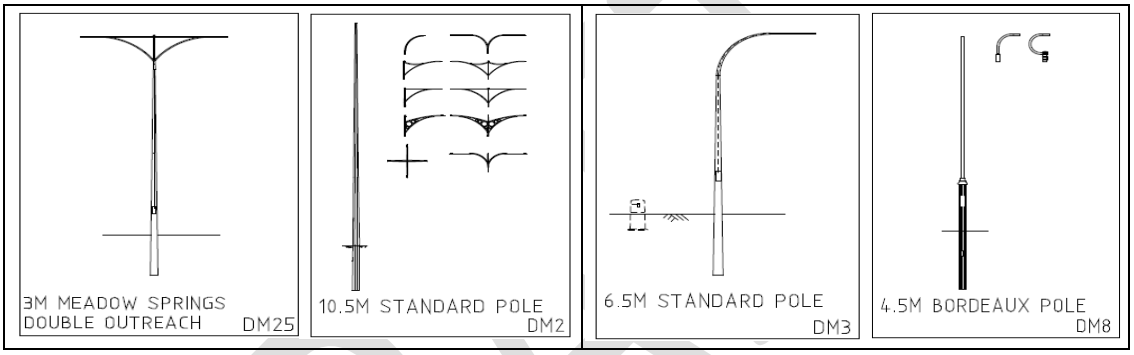
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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX ~~32~~ - MATERIAL SELECTIONS

Street lighting – precinct wide

Street Name / Type	Pole Type	Western Power Item
Muriel Court / Semple Court	Double outreach pole	DM25_10.5m Standard Pole, MEADOW SPRINGS 3m DOR, Parkville Luminaire, EBONY
Residential Access Streets	6.5m standard pole	DM2_STANDARD POLE 6.5m, LED Luminaire, EBONY
Laneways	4.5m standard pole	DM3 Bourdeaux Pole 4.5m, LED Luminaire, EBONY



Muriel Court road reserve materials and standard requirements

Component	Material / Colour
Travel lane	• Black asphalt
Cycle lane	• Red asphalt and green at intersections. White lines
Footpath	• Exposed light grey aggregate at corners. Grey concrete footpaths. Exposed aggregate colour: Preston Beach form Boral, or similar to be approved by the City of Cockburn. • Bollards to be included on corners while at same time meeting City requirements for pedestrian ramps.
Round about	• Black asphalt with MRWA intersection mix
3 and 4-way intersections	• Black asphalt with linemarking and signage
Tactile pavers at pram ramps and medians	• Charcoal 60mm tactile pavers
On-street parking bays / Intersection threshold treatment	• Charcoal interlock pavers
Median finishes	• Semi mountable kerbing

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Component	Material / Colour
	• 600mm concrete apron to the outer, inside edge of the median: concrete to be finished with dark red ochre faux paving. • Remaining garden bed to have trees planted max. of 6-8m apart. • Chunky pine bark mulch to remaining unpaved median area.
Tree nibs (between car embayments)	• Tree nibs to have flush beam edging (to allow rainwater flow). • Nibs to be minimum of 1.2m wide at road edge. • Trees to have root barrier installed to furthest edge of tree nib at 600mm deep. • Trees between car embayments to have tree surrounds installed as per the City of Cockburn standard detail. • Wheel stops to be installed either side of a tree on in-car embayments to prevent cars damaging trees. 

For material selections for streets other than Muriel Court please contact the City's Engineering and Parks teams.

Street trees

Road	Location	Species selection
Muriel Court	• Centre line planting • Verge both sides or in nibs	- Claret Ash (Fraxinus Raywoodii) - Chinese elm (Ulmus Parivolia) Variation from the above species, can be considered in discussion with the City due to issues of disease and pest.
15m Access Streets	• Select at time of civil approvals by Parks	Applicant's choice, subject to City approval

[10]

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX ~~43~~ – MURIEL COURT AND KNOCK PLACE INTERSECTION TREATMENTS

In 2018 the City engaged GTA Consultants to undertake a review of the Muriel Court Traffic Impact Assessment due to revised traffic generation numbers expected across the Muriel Court precinct. This recognises several structure plan amendments have cumulatively impacted on dwelling yield and therefore also traffic generation numbers.

The addendum is to be read alongside the original Muriel Court traffic impact assessment undertaken in 2008. The full report can be accessed on the Muriel Court webpage https://www.cockburn.wa.gov.au/Building-and-Development/Town-Planning-and-Development/Current-Development-Projects/Cockburn-Central-North-(Muriel-Court).

Within the TIA Addendum at Attachment 6 and provided below is the City's preferred and now adopted option for the design of intersection treatments along Muriel Court and Knock Place.



Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Policy Type

Local Planning Policy

Policy Purpose

To provide site specific design guidelines for Development Area 19 (DA19) that will assist in the delivery of high quality and functional built environment.

All applications for subdivision and development shall have due regard with the Design Guidelines.

Policy Statement

(1) Introduction

These Design Guidelines shall be read in conjunction with the City of Cockburn Town Planning Scheme No.3 (TPS 3), Residential Design Codes, Cockburn Central North (Muriel Court) Local Structure Plan and other applicable Local Planning Policies and Local Development Plans.

(2) Vision

The Muriel Court Local Structure Plan area will be characterised as a sustainable, contemporary, high quality, vibrant, urban village which is an extension of the Cockburn Central Town Centre.

(3) Objectives

The objectives of the Design Guidelines are:

Physical

- Promote a safe, comfortable and easily accessible environment for residents and visitors
- Ensure that buildings address and complement public spaces by providing transparent and engaging interfaces between the street and the public realm

Social

- Promote a strong sense of place and community
- Promote walking, cycling and public transport use through appropriately designed streets and buildings
- Provide for a mix of housing opportunities to cater for a diverse community
- Ensure good access to public open space for residents and visitors

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Economic

- Promote a viable local centre that supplies the daily needs of the local residents
- Facilitate a development intensity that complements the Cockburn Central Town Centre and Cockburn Central West

(4) Local Development Plans

Any subdivision application that proposes to create lots suitable for single house (including terrace-style) or grouped dwelling development in the Local Structure Plan (LSP) area will require the preparation of a Local Development Plan (LDP) for approval by the City to guide development outcomes. LDPs may address:

- Lot boundary and street setbacks
- Building Heights
- Vehicle Access
- Fencing
- Visual Privacy
- Solar Access
- Any other design element as agreed to by the City

(5) Minimum Residential Densities and Staging

In accordance with Development Area 19 provisions, within TPS 3, any subdivision/development is required to achieve a minimum 75% lot/dwelling yield relative to its density code on the Structure Plan Map.

The 75% minimum residential density requirement may be achieved via a staged approach which can be demonstrated as part of any application. Staged development shall demonstrate how future stages address:

- Evidence based justification for any yield shortfall to be provided in a subsequent stage
- Earthworks
- Levels
- Drainage
- Road connections
- Any other relevant information

(6) Noise Attenuation

To address potential noise sources in the area, an Acoustic Report shall accompany applications for residential development and subdivision in the following locations:

- All development adjacent to the Kwinana Freeway
- All development abutting the Mixed Business zone
- All development incorporating a mix of uses

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

- All development incorporating residential uses adjacent to North Lake Road
- All noise attenuation and noise management shall be in accordance with State Planning Policy 5.4 – Road and Rail Noise and Council's Local Planning Policy LPP 1.12 Noise Attenuation

(7) Vehicle Access – North Lake Road

Reciprocal vehicle access arrangements and shared vehicle access points are specified for lots abutting North Lake Road. Please refer to Council's Local Planning Policy LPP 5.6 Vehicle Access.

(8) Primary Controls for Low Density Zone (R25 and R40)

Primary Control	R25	R40
Building height (storeys)	As per Appendix 1 – Building Height Plan	
Minimum primary and secondary street setbacks	Primary – 3m Secondary – 1m	Primary – 2m Secondary – 1m

(a) All other provisions as per Residential Design Codes (R-Codes) and LDP.

(9) Primary Controls for Medium/High Density Zone (R60, R80 and R160)

Primary Control	R60	R80	R160
Building height (storeys)	As per Appendix 1 – Building Height Plan		
Minimum primary and secondary street setbacks	Primary - 2m Secondary – 1m	As per R-Codes (R80)	As per R-Codes (R160)

All other provisions as per R-Codes and any variations to the provisions above shall be assessed using the relevant element objectives in the R-Codes as they related to apartment design.

(10) Mixed Business & Local Centre Standards

Primary Control	Restricted Use – Office / Residential	Restricted Use – Non-Residential	Local Centre
Building height (storeys)	As per Appendix 1 – Building Height Plan		
Boundary wall height (storeys)	As per R-Codes (R160)	As per BCA	Two storey
Minimum primary and secondary street setbacks	Subject to design in accordance with LPP 5.6 Vehicle Access.	Subject to design in accordance with LPP 5.6 Vehicle Access.	Nil
Minimum side setbacks	As per R-Codes	As per BCA.	Nil
Minimum rear setback	As per R-Codes	6m	Nil

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

a) Boundary walls may still be proposed on the rear setback in accordance with the R-Codes (where they are assessed against the lower density code).

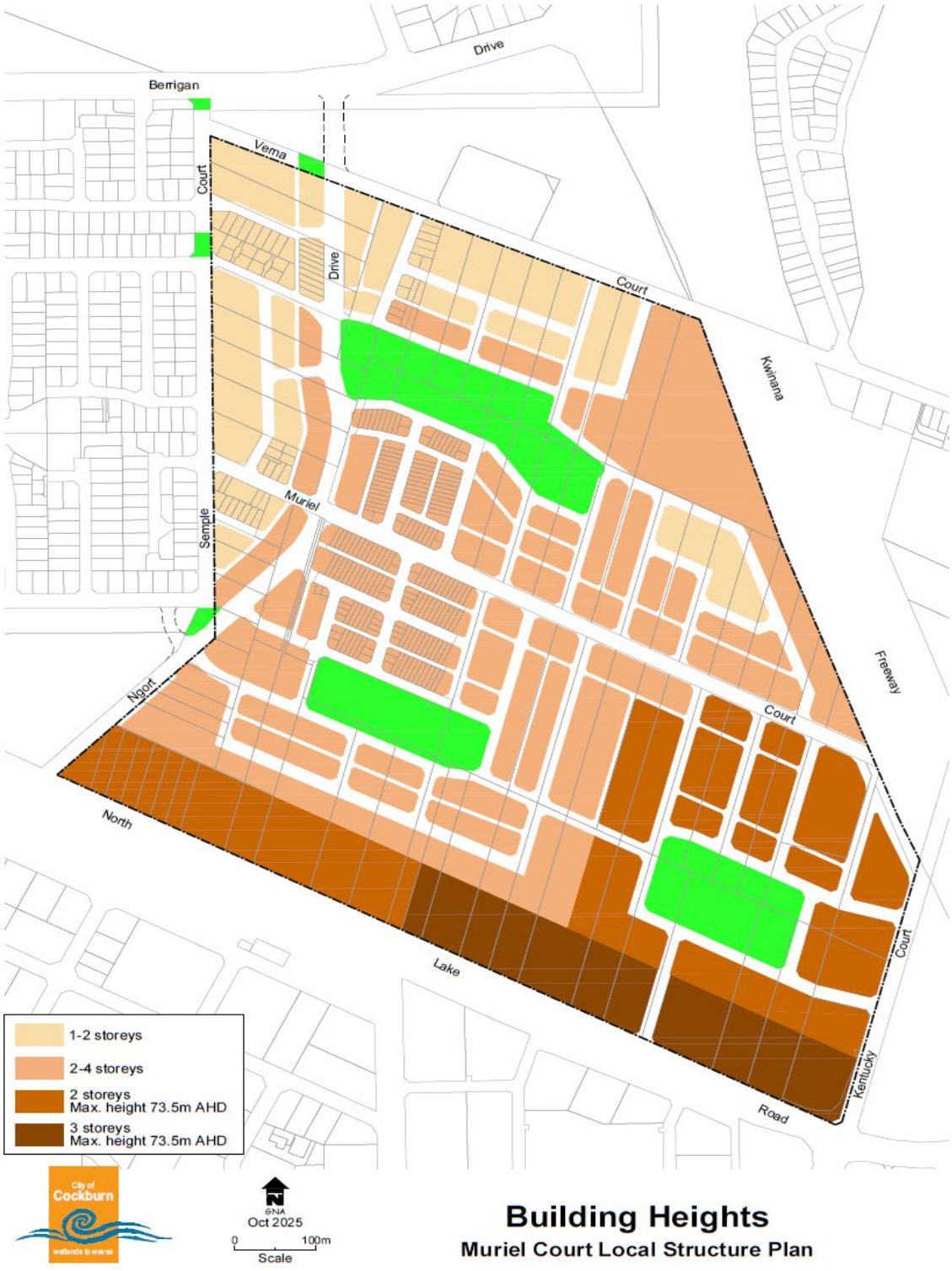
b) All other provisions as per R-Codes and any variations to the provisions above shall be assessed using the relevant element objectives in the R-Codes as they related to apartment design.

Strategic Link:	Town Planning Scheme No.3
Category	Planning – Town Planning & Development
Lead Business Unit:	Development Assessment and Compliance
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	TBC
Next Review Due: (Governance Purpose Only)	TBC
ECM Doc Set ID: (Governance Purpose Only)	TBC

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX 1 – BUILDING HEIGHTS PLAN



[5]

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX 2 - STREETS

The following sets out the City's specific streetscape requirements to be adopted by developers when designing and planning civil works. The City will refer to this section when assessing civil drawings. Developers are encouraged to engage with the City's Engineering and Parks Team early in the civil design process to discuss the below and further site specific design considerations prior to lodging civil drawings for approval.

Objectives for the design of public spaces in Cockburn Central North

Designs that seek to:

- Contribute to a vibrant, pedestrian friendly community that promotes use of public spaces;
- Provide the functional and aesthetic requirements required to support medium and high density development of which is expected to occur across the precinct;
- Promote the design of streets and public open spaces that will allow users and residents to connect to the local environment. This includes accommodating street trees consistent with the scale of development being proposed on adjoining lands.

Design process

Developers and applicants are advised that the City will be seeking evidence that streetscape civil drawings have responded to:

- The Cockburn Central North Structure Plan (Muriel Court Structure Plan) including but not limited to the design requirements set out within the Local Water Management Strategy;
- Site specific conditions including: Site context, topography and geotechnical conditions, environmental constraints and opportunities, and the retention of significant trees, and;
- Sustainable design measures including water quality and management.

STREET PROFILES

The following details set out the City's requirements for the design of new roads and associated infrastructure within the precinct.

Ngort Drive (25.2 metres)

- Ngort Drive will be designed as an Integrator B Road, as defined by Liveable neighbourhoods, with a 25.2m road reserve;
- The design speed will be 50 km/hr and provide for up to 15,000 vehicles per day;
- Road pavement widths will be sufficient to provide for a traffic lane, segregated bicycle lane and on-street parking;
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset);
- Within the local centre, the footpaths will be wider and constructed between the property boundary and the kerb; and
- Street lighting and tree planting in central median;
- Median width 4m; and
- See Appendix 2 for material selections.

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Muriel Court (24.4m – East of Ngort Drive Realignment)

- Muriel Court will be designed as a Neighbourhood Connector A Road, as defined by Liveable neighbourhoods, with a 24.4m road reserve
- Muriel Court is designed for 50 km/hr and will provide for up to 15,000 vehicles per day
- See Appendix 3 for required intersection types along Muriel Court
- Road pavement widths will be sufficient to provide for a traffic lane, segregated bicycle lane and on-street parking
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset)
- Within the local centre, the footpaths will be wider and constructed between the property boundary and the kerb
- Street lighting and tree planting in central median
- Median width 4m
- See Appendix 2 for material selections.

Muriel Court (20m – West of Ngort Drive Realignment)

- Muriel Court will be designed as a Neighbourhood Connector Road, as defined by Liveable Neighbourhoods, within a 20m road reserve
- Muriel Court is designed for 50 km/hr and will provide for up to 15,000 vehicles per day
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset)
- Segregated bicycle lane for the entirety of the length of Muriel Court
- Street lighting in a minimum 2m wide central median
- See Appendix 2 for material selections.

18 metre wide roads

- These roads are designed as wide access streets suitable for higher density residential areas and provide for on street parking and street tree planting
- Street pavement 6m with one verge 6.2m and the other 5.8m. The wider verge on one side will accommodate sewer and stormwater drainage
- 1.5m wide footpaths on both sides of the road which are adjacent to property boundary (0.3m)
- 2.1m wide on-street car parking bays.

15 metre wide roads

- These roads are for lower density residential areas and some on-street parking (on the carriageway), which provide speed control
- 4.5m verges and 6m pavement
- Street trees are to be provided in the road reserve
- 1.5m wide footpaths on both sides of the road which are adjacent to property boundary (0.3m offset)
- 2.1m side on-street car parking bays.

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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

16 metre wide road

- As per 15m wide roads, except that verges are 5m wide each
- 1.5m wide footpaths on both sides of the road which are adjacent property boundaries (0.3m offset)
- For lots that abut public open space the road reserve is 14.5m
- The street profile is the same, except on the public open space side the verge which is 3.5m and contains a Dual Use Path (2.1m) and no car parking.

Laneways

- New laneways may be required to provide access to new lots created through subdivision
- Road Design speed of 10 km/h
- 6m wide road pavements with no footpaths with 1x0.5m setbacks for lighting at regular spacing as illustrated in Figure below
- Traffic calming may be warranted within laneways, where required by the laneway length.

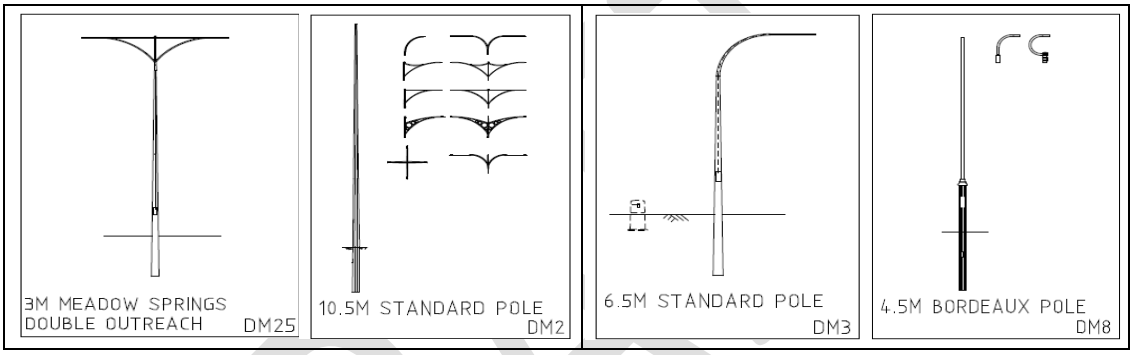
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Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX 3 - MATERIAL SELECTIONS

Street lighting – precinct wide

Street Name / Type	Pole Type	Western Power Item
Muriel Court / Semple Court	Double outreach pole	DM25_10.5m Standard Pole, MEADOW SPRINGS 3m DOR, Parkville Luminaire, EBONY
Residential Access Streets	6.5m standard pole	DM2_STANDARD POLE 6.5m, LED Luminaire, EBONY
Laneways	4.5m standard pole	DM3 Bourdeaux Pole 4.5m, LED Luminaire, EBONY



Muriel Court road reserve materials and standard requirements

Component	Material / Colour
Travel lane	• Black asphalt
Cycle lane	• Red asphalt and green at intersections. White lines
Footpath	• Exposed light grey aggregate at corners. Grey concrete footpaths. Exposed aggregate colour: Preston Beach form Boral, or similar to be approved by the City of Cockburn. • Bollards to be included on corners while at same time meeting City requirements for pedestrian ramps.
Round about	• Black asphalt with MRWA intersection mix
3 and 4-way intersections	• Black asphalt with linemarking and signage
Tactile pavers at pram ramps and medians	• Charcoal 60mm tactile pavers
On-street parking bays / Intersection threshold treatment	• Charcoal interlock pavers
Median finishes	• Semi mountable kerbing

Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

Component	Material / Colour
	• 600mm concrete apron to the outer, inside edge of the median: concrete to be finished with dark red ochre faux paving. • Remaining garden bed to have trees planted max. of 6-8m apart. • Chunky pine bark mulch to remaining unpaved median area.
Tree nibs (between car embayments)	• Tree nibs to have flush beam edging (to allow rainwater flow). • Nibs to be minimum of 1.2m wide at road edge. • Trees to have root barrier installed to furthest edge of tree nib at 600mm deep. • Trees between car embayments to have tree surrounds installed as per the City of Cockburn standard detail. • Wheel stops to be installed either side of a tree on in-car embayments to prevent cars damaging trees. 

For material selections for streets other than Muriel Court please contact the City's Engineering and Parks teams.

Street trees

Road	Location	Species selection
Muriel Court	• Centre line planting • Verge both sides or in nibs	- Claret Ash (Fraxinus Raywoodii) - Chinese elm (Ulmus Parivolia) Variation from the above species, can be considered in discussion with the City due to issues of disease and pest.
15m Access Streets	• Select at time of civil approvals by Parks	Applicant's choice, subject to City approval

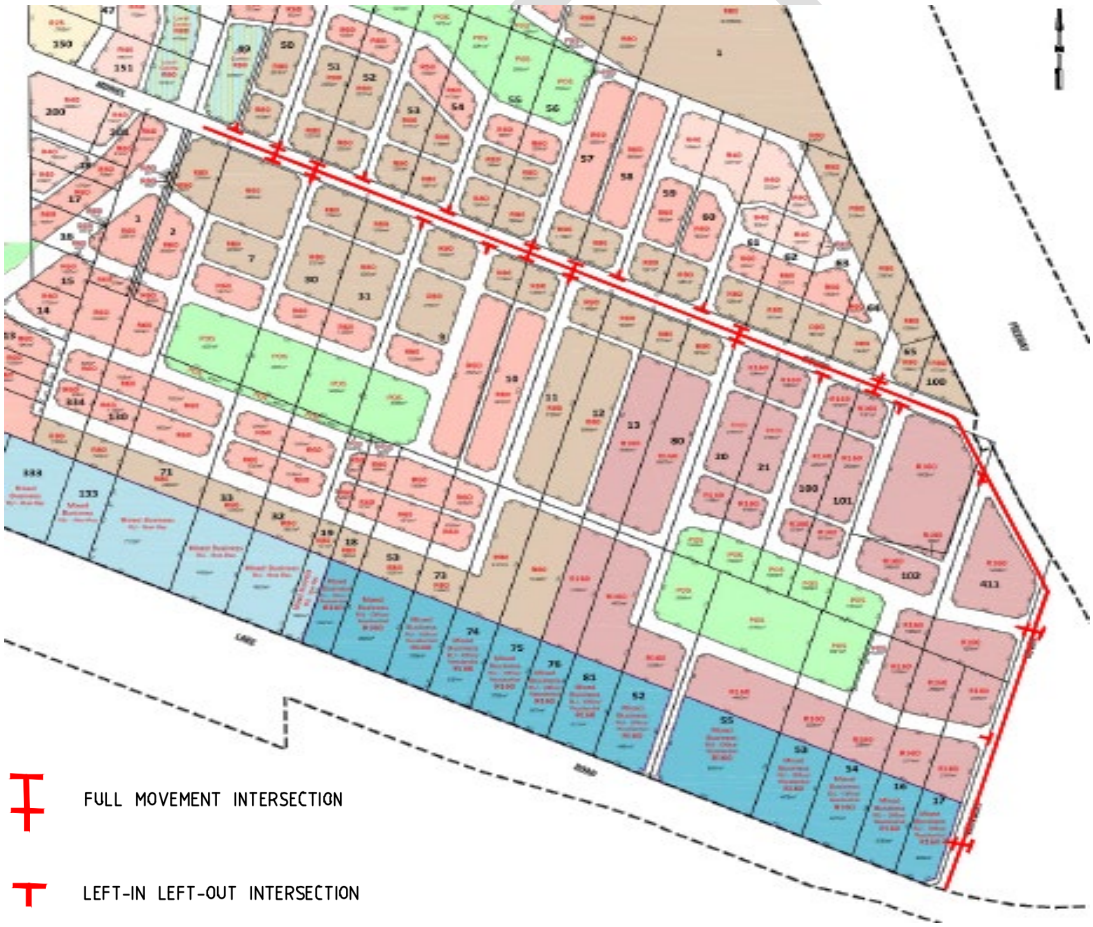
Title	**Cockburn Central North (Muriel Court) Structure Plan – Design Guidelines**
Policy Number (Governance Purpose)	**LPP4.2**

APPENDIX 4 – MURIEL COURT AND KNOCK PLACE INTERSECTION TREATMENTS

In 2018 the City engaged GTA Consultants to undertake a review of the Muriel Court Traffic Impact Assessment due to revised traffic generation numbers expected across the Muriel Court precinct. This recognises several structure plan amendments have cumulatively impacted on dwelling yield and therefore also traffic generation numbers.

The addendum is to be read alongside the original Muriel Court traffic impact assessment undertaken in 2008. The full report can be accessed on the Muriel Court webpage https://www.cockburn.wa.gov.au/Building-and-Development/Town-Planning-and-Development/Current-Development-Projects/Cockburn-Central-North-(Muriel-Court).

Within the TIA Addendum at Attachment 6 and provided below is the City's preferred and now adopted option for the design of intersection treatments along Muriel Court and Knock Place.



[11]

Title	**Phoenix Activity Centre Design Guidelines**
Policy Number (Governance Purpose)	**LPP 4.7**

Policy Type

Local Planning Policy

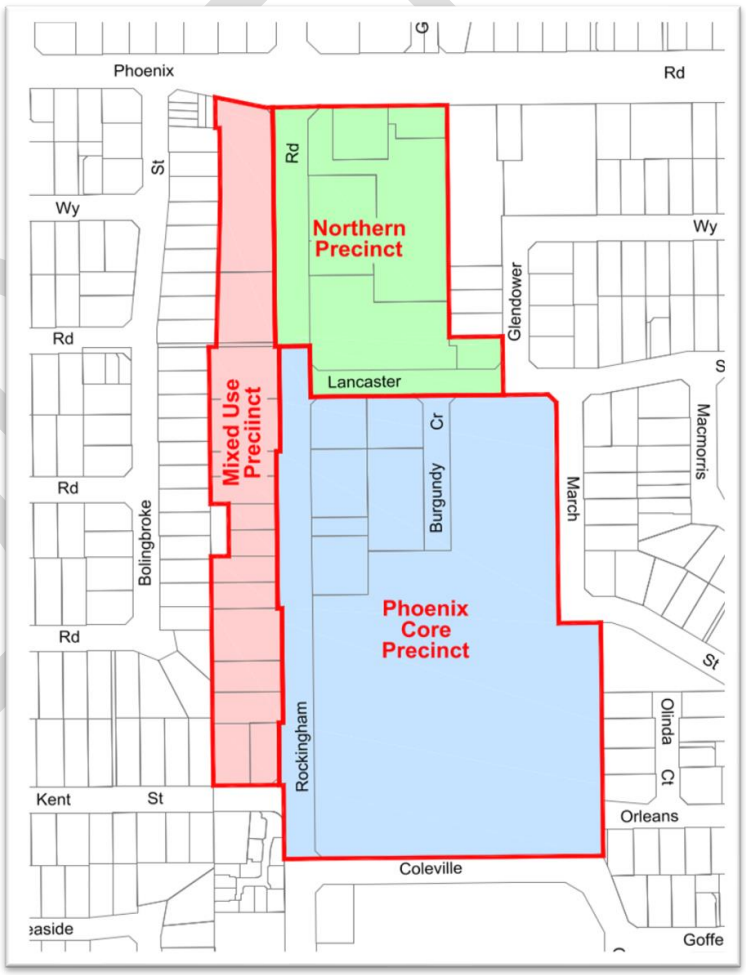
Policy Purpose

The Phoenix Revitalisation Strategy identified a vision for the Phoenix Activity Centre to evolve into a town centre, and the Phoenix Activity Centre Structure Plan provides further guidance for development.

These Design Guidelines set out development control policy measures to achieve the key objectives of the Revitalisation Strategy and the Activity Centre Structure Plan.

The purpose of this Policy is to set out design guidelines for the Phoenix Activity Centre, which is divided into three precincts as follows:

1. Phoenix Core Precinct
2. Mixed Use Precinct
3. Northern Precinct



This Policy should be read in conjunction with the Phoenix Activity Centre Structure Plan.

[1]

Title	**Phoenix Activity Centre Design Guidelines**
Policy Number (Governance Purpose)	**LPP 4.7**

Policy Statement

Definitions:

Active Frontage means street frontages where there is an active visual engagement between people in the street and those on the ground floors of buildings.

~~*Amenity* means all those factors which combine to form the character of an area and includes the present and likely future amenity. An area of high amenity could be described as a comfortable and pleasant immediate environment, located within agreeable surroundings.~~

Articulation means the breaking up of a building façade into individual elements to provide a modulated effect aimed at enhancing individual building identity, variety and interest through the use of such elements as window projections, balconies, awnings, minor recesses and/or projections of walls or parts of walls.

Built Form means the configuration of the aggregate form of all buildings, structures, etc., which make up the physical environment of a locality.

Bulk means the size, or mass, of a building within its built form context.

Character means the essential combination of the public and private domains. Every property, public place or piece of infrastructure and the way it is used by the public, makes a contribution, whether large or small. It is the cumulative impact of all these contributions that establishes neighbourhood character.

Context means the specific character, quality, physical, historic and social context of a building's setting and may, according to circumstances, be a group of buildings, a part of a street, whole street, part of a town or the whole town.

Legibility means a street and movement system designed to provide a clear sense of direction and connection, giving definite signals regarding the spatial layout and geography of an area.

Public Realm means areas of a town which belong to the community as a whole. This refers to spaces that are physically accessible to the public, and those aspects of other spaces that are visible from physically accessible spaces. It incorporates features such as streets, parks, squares, community buildings and the street facades of other buildings.

Scale means the size of a building and its relationship with its surrounding buildings or landscape.

~~***Streetscape*** means the total visual impression gained from any one location within a street including the natural and man-made elements and is made up of the appearance of and the relationships between buildings in terms of design, scale, materials, colours, finishes, signs, external furniture, paving materials for roads, footpaths and landscaping.~~

~~***Passive Surveillance*** means the presence of passers-by or the ability of people to be seen in public spaces from surrounding windows, decks, balconies or the like.~~

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~~"eyes on the street" provided by local people going about their daily activities.~~

(1) General policy objectives

1. To create a high quality and safe pedestrian environment along Rockingham Road in the Phoenix Activity Centre.
2. To create a new sense of place with high-quality and dynamic building and landscape design and landmark development sites.
3. To create an activity centre with a readily identifiable character.
4. To facilitate safe and convenient pedestrian and cyclist movement within the Activity Centre, resolving vehicle and pedestrian/cyclist conflict points.
5. To create an Activity Centre that is highly legible.
6. To create attractive, active frontages that provide visual interest and contribute to pedestrian and cyclist safety and comfort.
7. To ensure that signage is not visually obtrusive, does not result in excessive visual clutter; and does not hinder passive surveillance.
8. To ensure that signage is compatible with the scale, design and visual character of the building and activity centre.
9. To provide adequate opportunities for commercial advertising to support and encourage business activity.
10. To encourage an increase in pedestrian and cycling trips by maximising the convenience, safety and appeal of these modes of travel.
11. To create safe, functional and attractive car parking areas that allow for landscaping~~,~~ and facilitate safe and convenient pedestrian and cyclist movement.
12. To encourage landmark development features which are integrated with buildings, and which improve legibility within the activity centre.
13. To utilise artworks to create community identify; improve inactive frontages; improve legibility; and provide functional infrastructure for pedestrians and cyclists.
14. To promote the integration of wayfinding with urban design, landscaping, architectural design and public art.
15. To encourage mixed use development and a diversity of land uses.

(2) General Provisions

1. Signage

Title	**Phoenix Activity Centre Design Guidelines**
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(a) ~~(a)~~Development should include clearly identifiable entry point(s) for customers/pedestrians in the building design, rather than relying on signage.

(b) Signage is to be an integrated part of the building/site, and should be compatible with the scale, design and visual character of the building/site, and should not result in visual clutter.

(c) Signage should:

(i) Be contained within the lot boundary;
(ii) Be easy to read with a clear message;
(iii) Advertise only goods and services that relate to the business on which the sign is located.

(d) Signage is not to cover a large portion of retail/commercial windows~~,~~ or prevent passive surveillance.

~~(a)~~(e) Signage, and associated structure, should not be used in isolation to signify entry points to development.

2. Lighting

(a) Development should make provision for the location of external lighting, to include the lighting of commercial building facades for public safety purposes and to add variety, interest and character to the development at night.

(b) Lighting should be even and consistent to avoid shadows and glare~~,~~ and should be provided to increase safety and security along important pedestrian pathways.

3. Services

(a) Bin and service enclosures are to be screened and located away from visually prominent parts of the site. Wherever possible services should be designed to visually integrate into buildings, rather than be a separate element.

(b) Development should be consistent with the City's Local Planning Policy 1.14 – Waste Management.

4. Landscaping

(a) Development proposals should include landscaping plans that provide detail of plant species and maintenance.

(b) Water-sensitive design planting principles are encouraged.

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(c) Opportunities should be taken to include simple pedestrian amenities such as seats and shade/shelter.

(3) Phoenix Core Precinct

1. Movement

(a) Development Applications are to be accompanied by a Pedestrian and Cyclist Movement Plan demonstrating how pedestrian and cyclist connectivity can be accommodated safely and conveniently, addressing the following:

(i) Demonstrate improvements to legibility, permeability and pedestrian safety along and connecting with Rockingham Road.

(ii) Inclusion of separate pedestrian path(s) on the vehicle access ramp from Rockingham Road to secure safe pedestrian movement, where the ramp is retained as part of a redevelopment proposal, or a proposal for expansion of the floorspace.

(iii) Demonstrate how car parking areas include safe and convenient pedestrian routes to key destinations, both from car parking bays, bus stops, and from the wider pedestrian network. This may require a decrease in the number of parking spaces to allow for improved accessibility and/or improved landscaping.

(iv) Provision of high quality, safe, secure and accessible end-of-trip facilities for cyclists.

(b) All development applications for the Phoenix Shopping Centre site that propose expansion of floorspace, or extensions or modifications to car parking areas or vehicle access ramps, must address the following matters:

(i) Demonstrate improvements to the servicing area on Rockingham Road.
(ii) Minimising the width and impact of vehicle crossovers on the pedestrian environment if possible, given that they serve to disconnect the pedestrian environment, reduce pedestrian comfort and increase potential conflict between vehicles and cyclists and pedestrians.
(iii) Improving the inactive frontage.
(iv) Improving the interface with the bus stop.

(c) Improve pedestrian connectivity through the Phoenix Shopping Centre site, and to the main entries of the shopping centre.

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(d) Demonstrate improvements to the servicing area on March Street which reduce negative impacts on residential amenity.

2. Built Form

(a) Proposed buildings or extensions/major modifications to buildings are to address street frontages (and internal roads) and maximise opportunities for passive surveillance of streets, car parking areas, and areas used by pedestrians and cyclists.

(b) Proposed buildings or extensions/major modifications to buildings are to be appropriately detailed at ground level so that they create an attractive, safe and interesting environment for occupants and pedestrians alike.

(c) Ground floor non-residential frontages fronting Rockingham Road or primary pedestrian linkages are to be designed as shop fronts with no less than 70% glazing. Buildings fronting other public areas shall be glazed for a minimum of 50%. Glazing percentages are to apply from between 0.9m and 2.1m above footpath/street level.

(d) Where an active frontage cannot be achieved, for example servicing/loading areas, it should be demonstrated how the frontage has been designed to contribute to a high quality, safe and attractive street environment by:

(i) Minimising the length and height of blank walls, and
(ii) Articulating blank walls through the creative application of complementary materials, avoiding large continuous masses of the same finish; and/or the provision of appropriately integrated structural features, lighting, street furniture, artworks, or display windows where possible.

(e) Vehicle ingress and egress, loading facilities and building services should be designed so that they do not detract from a high quality, safe and attractive public realm.

(f) Wherever possible development should use built form to signify entry points rather than relying on signage elements (including 'signage' structures) to serve as a landmark to the shopping centre, and/or to signify the location of entrances to the shopping centre.

(g) Wherever possible the opportunity to "sleeve" large scale retail and/or to introduce outwards-facing uses to avoid blank walls is strongly encouraged. Buildings at ground level should contain activities that positively contribute (either passively or actively) to the public domain.

(h) Ensure where appropriate that development complements and corresponds to neighbouring or abutting built form through consideration of form, detail and application of materials.

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3. Visual Impact

(a) ~~Development must demonstrate the visual impact of development from the surrounding area,~~The visual impact of development must be demonstrated from the perspective of the surrounding Residential area ~~particularly from the residential area~~ to the east of the activity centre.

(b) Buildings and structures should present well from all angles as some may be visible from a considerable distance.

(c) Development should demonstrate that consideration has been given to the vista and pedestrian connectivity from Orleans Street, including ensuring the following is achieved:

(i) The establishment of safe and attractive pedestrian connectivity;
(ii) ensuring development is not obtrusive when viewed from Orleans Street

~~4. Signage~~

~~(b) Signage should be:~~

~~(i) Be contained within the boundary of the lot~~
~~(ii) Be easy to read and provide a clear message~~
~~(iii) Only advertise goods and services that relate to the business on which the sign is located~~

~~(c) Signage is to be an integrated part of the building/site, and should be compatible with the scale, design and visual character of the building/site, and should not result in visual clutter.~~

~~(d) Signage is not to cover a large proportion of the shopfront window, or prevent passive surveillance.~~

~~(e) Signage and signage structure should not be used in isolation to signify entry points to development.~~

4~~5~~. Landscaping

(a) Development proposals should include the retention of existing landscaping on March Street to provide a buffer with the residential development on the eastern side of the road.

(4) Mixed Use Precinct

1. Objectives

(a) To create a vibrant mixed use environment that facilitates a diversity of uses.

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(b) Promote a diversity of housing types within the activity centre structure plan area.

(c) To encourage rationalisation of signage to reduce visual clutter and enhance the streetscape.

(d) To encourage mixed use development whereby non-residential uses can be accommodated at the ground floor.

(e) To ensure residential amenity and security is protected in mixed use environments.

(f) To protect the residential amenity of dwellings on adjacent 'Residential' zoned land.

(g) To ensure high~~-~~-quality, built form in the 'Mixed Use' zone that provides interest to the street, and promotes passive surveillance.

(h) To ensure new development in the 'Mixed Use' zone achieves visual cohesiveness.

(i) To ensure buildings are robust and adaptable to allow for future use changes so that the mixed use area can evolve over time to meet the needs of businesses and the community.

(j) To ensure that buildings give additional prominence to street corners by using landmark features which will create visual interest in the streetscape and assist with legibility.

(k) To ensure buildings contribute positively to the public realm by creating visual interest, facilitating passive surveillance of streets and spaces used by the public, and contributing to pedestrian comfort.

(l) To ensure safe vehicle access and egress to Rockingham Road, and improve pedestrian safety and comfort by:

- Rationalising vehicle crossovers to Rockingham Road generally where possible.

(m) To improve the pedestrian amenity of Rockingham Road through the introduction of a landscaping strip.

2. ~~General~~ Built Form ~~Provisions~~

(a) Development should incorporate non-residential ground floor uses that promote activity and informal surveillance of the street and have facades that add interest and vitality to the public realm.

(b) New building(s) setback and height shall be in accordance with the R60 density code.

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(cb) Where commercial uses are not considered viable in the short term, ground floor tenancies/dwellings ~~should~~ are encouraged to be designed to be adaptable for future commercial uses, including incorporating a recommended minimum ground floor tenancy/dwelling height of 3.9 metres above the finished ground floor level. ~~In this respect a maximum building height of 10m will be accepted to accommodate this requirement.~~

~~(c) Where the ground floor is designed accordingly the plot ratio of the ground floor will be in addition to that of the residential development, calculated in accordance with the Residential Design Codes.~~

(d) To ensure that building facades are architecturally interesting the upper levels of buildings should be articulated to break-up long sections of plain facades. This should include at least three of the following features:

(i) Major openings;
(ii) Different colours, materials or textures;
(iii) Indentations and extrusions which break the building into individual elements;
(iv) Protruding balconies;
(v) Awnings over windows.

(e) All building levels should be clearly defined through the use of colours, materials and detailing.

(f) The upper level(s) of buildings should be designed to promote informal surveillance of the street through the use of balconies and/or large windows.

(g) Upper floor windows of buildings, which face a public street or communal access way, should be largely unobscured to promote passive surveillance.

(h) Ground floor non-residential frontages fronting Rockingham Road or primary pedestrian linkages are to be designed as shop fronts with no less than 70% glazing. Buildings fronting other public areas shall be glazed for a minimum of 50%. Glazing percentages are to apply from between 0.9m and 2.1m above footpath/street level.

(ii) Commercial buildings should address the street in a traditional manner with windows facing the street and clearly defined entry points that are visible from the street. To achieve this entry points should generally include at least two of the following features:

(i) Appropriately scaled signage above the entry door;
(ii) Recessed entry points; ~~Indentation of the entry point, with recessed entrances truncated at an angle to the pedestrian route of no less than 60 degrees;~~
(iii) Highlighting the entry point through the use of different materials.

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(j) Buildings should be designed so that services do not project above the specified maximum height of the building~~,~~ and should be screened from view. To ensure adaptability of buildings this should include consideration of larger servicing unit requirements for other uses (such as restaurants) so that these can be accommodated should the building undergo a future change of use.

(k) To articulate street corners, ~~to~~ provide visual interest and assist with legibility, new buildings located on corner sites should include:

(i) Architectural roof features that protrude above the normal roof line;
(ii) Increased parapet heights with additional detail, colour and textures; and/or
(iii) ~~An i~~Increased height and bulk ~~number of storeys~~ at the street corner.

(~~k~~l) New buildings with parapets should include indentations; additional modulation, and/or variation in parapet heights and designs so ~~as~~ to provide additional interest to the street.

(m) In mixed use developments commercial uses should be separated from residential uses by being located on separate floors of a building to ensure the amenity and security of residents and commercial tenants.

(n) Development applications are to be accompanied by design and documentation of 'back-of-house' services, including ducting and vents. To ensure the robustness and adaptability of buildings this should consider a general and basic overview of potential 'back-of-house' services for food businesses (such as ducting and vents allowing for the mechanical ventilation of kitchen areas, and 'grease traps').

(o) In order to frame the street and encourage passive surveillance, ~~B~~buildings adjacent to Rockingham Road are encouraged to be a minimum of two storeys in height, with single storey commercial buildings to be assessed on their merits against the objectives of the policy.

(p) Garages facing Rockingham Road will not be supported.

3. Parking and Movement

~~(a) Where new building(s) are proposed within the 'Phoenix Mixed Use Development and Access Precinct' they are required to be setback in accordance with the R60 coding.~~

(a~~b~~) At-grade car parking areas should be landscaped with suitable trees at the rate of one tree per 6 bays. The chosen trees should provide shade,

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improve amenity and assist in visual screening from above. The car park should also be appropriately lit. ~~for after-dark use.~~

(bc) Any new multi-storey car parks should incorporate interactive street frontages, such as shops or other uses that promote activity, where possible. These can be 'sleeved' along the street frontages of the car park structure.

(cd) Where car parking levels (including undercroft levels) are visible from a street or public space, high quality architectural detailing shall be incorporated into the façade of all floors.

(de) ~~Development proposals should include only one vehicle crossover, to be placed where there is no street tree.~~Access to development sites should include only one crossover and be located to minimise impact to street tree(s).

(ef) Wherever possible the finished level of buildings/tenancies should match that of the adjacent footpath so that continuous access is provided from the pedestrian footpath into each commercial tenancy and a consistent streetscape is achieved on Rockingham Road.

(fg) Services should be located away from the street and ~~towards the rear of the site to minimise impact on the pedestrian environment.~~ clear efforts made to minimise impacts to neighbouring development.

(gh) Safe and comfortable pedestrian access shall be provided from the parking area to the entry point of the proposed development and to all street frontages.

~~(i) For developments that include parking at the rear of the building pedestrian access between the street and car parking area is to be provided.~~

~~4. Servicing~~

~~(a) Bin and service enclosures are to be screened and located away from visually prominent parts of the site. Wherever possible services should be designed to visually integrate into buildings, rather than be a separate element.~~

~~(b) Development will need to conform to the City's Local Planning Policy related to Waste Management Plans in Multiple Unit development.~~

45. Change of use proposals for dwellings

(a) Where the existing dwelling or building is the subject of a change of use proposal (to be accommodated within an existing dwelling/building), the following provisions will apply:

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(i) Only one vehicle crossover is to be utilised, with any existing additional crossovers to be removed unless safe access and egress cannot be accommodated otherwise.
(ii) Existing large crossovers are to be reduced in size.
(iii) Car parking areas are to be designed so that vehicles can exit onto Rockingham Road in forward gear.
(iv) Upgrades to the façade of the building shall be undertaken consistent with Built Form provisions.

~~6~~5. Landscaping

(a) A comprehensive landscaping plan is required for the front setback area and verge, demonstrating an appropriate and attractive mix of hard paving and in-ground planting, provided that the plantings maintain openness to the building to ensure a visible and safe entrance, and create no potential entrapment areas.

~~(b) Water sensitive design planting principles will be encouraged.~~

~~(c) Opportunities should be taken to include simple pedestrian amenities such as seats and shade/shelter.~~

(5) Northern Precinct

1. Objectives

(a) To ensure buildings contribute positively to the public realm by creating visual interest, facilitating passive surveillance of streets and spaces used by the public, and contributing to pedestrian comfort.

(b) To facilitate safe, comfortable pedestrian and cyclist movement, particularly in a north south direction through the activity centre.

(c) To improve legibility for pedestrians throughout the precinct.

(d) To ensure safe and legible vehicle access and egress throughout the precinct, particularly onto Rockingham and Phoenix Road.

2. ~~General~~ Built Form ~~Provisions~~

(a) New buildings or proposed modifications to existing buildings should include clearly identifiable pedestrian entry point(s).

3. Parking and Movement

(a) Development must demonstrate how safe and convenient pedestrian movement from the street footpaths and car parking areas to building entry points are facilitated.

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~~4. Signage~~

~~(a) All applications for development are to be accompanied by a plan showing location and details of any proposed signage.~~

~~5. Landscaping~~

~~(a) Development proposals should include landscaping plans that provide detail of plant species and maintenance.~~

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Development Assessment and Compliance
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	~~12 November 2024~~TBC
Next Review Due: (Governance Purpose Only)	~~November 2026~~TBC
ECM Doc Set ID: (Governance Purpose Only)	~~6583632~~TBC

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Policy Type

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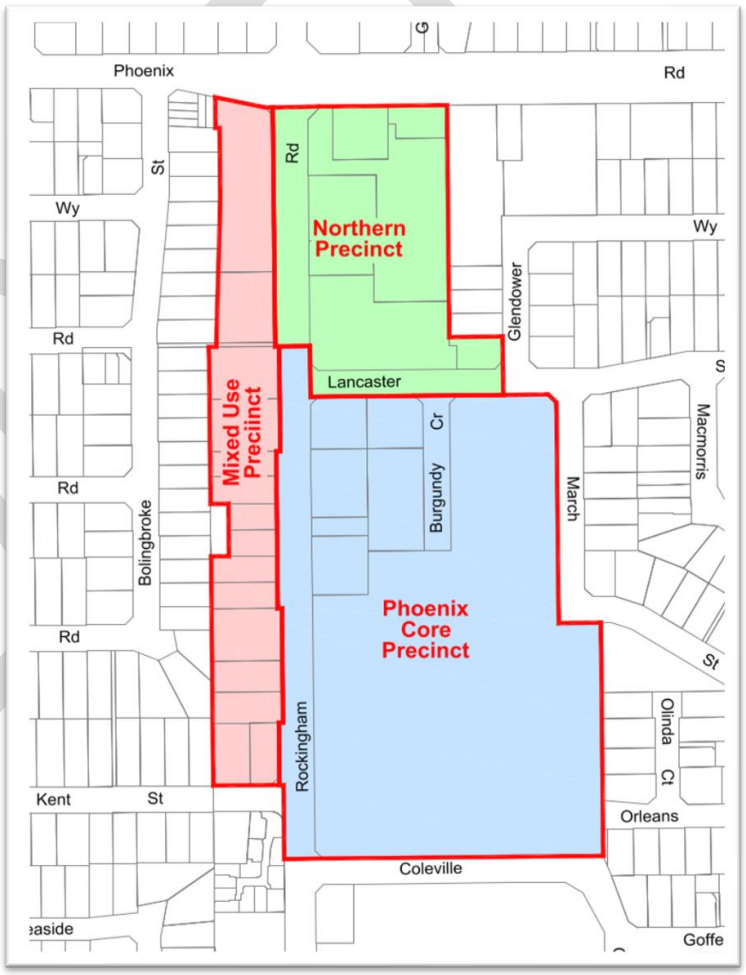
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(1) General policy objectives

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2. To create a new sense of place with high-quality and dynamic building and landscape design and landmark development sites.

3. To create an activity centre with a readily identifiable character.

4. To facilitate safe and convenient pedestrian and cyclist movement within the Activity Centre, resolving vehicle and pedestrian/cyclist conflict points.

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5. To create an Activity Centre that is highly legible.

6. To create attractive, active frontages that provide visual interest and contribute to pedestrian and cyclist safety and comfort.

7. To ensure that signage is not visually obtrusive, does not result in excessive visual clutter; and does not hinder passive surveillance.

8. To ensure that signage is compatible with the scale, design and visual character of the building and activity centre.

9. To provide adequate opportunities for commercial advertising to support and encourage business activity.

10. To encourage an increase in pedestrian and cycling trips by maximising the convenience, safety and appeal of these modes of travel.

11. To create safe, functional and attractive car parking areas that allow for landscaping and facilitate safe and convenient pedestrian and cyclist movement.

12. To encourage landmark development features which are integrated with buildings, and which improve legibility within the activity centre.

13. To utilise artworks to create community identify; improve inactive frontages; improve legibility; and provide functional infrastructure for pedestrians and cyclists.

14. To promote the integration of wayfinding with urban design, landscaping, architectural design and public art.

15. To encourage mixed use development and a diversity of land uses.

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(b) Signage is to be an integrated part of the building/site, and should be compatible with the scale, design and visual character of the building/site, and should not result in visual clutter.

(c) Signage should:

(i) Be contained within the lot boundary;
(ii) Be easy to read with a clear message;

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(iii) Advertise only goods and services that relate to the business on which the sign is located.

(d) Signage is not to cover a large portion of retail/commercial windows or prevent passive surveillance.

(e) Signage, and associated structure, should not be used in isolation to signify entry points to development.

2. Lighting

(a) Development should make provision for the location of external lighting, to include the lighting of commercial building facades for public safety purposes and to add variety, interest and character to the development at night.

(b) Lighting should be even and consistent to avoid shadows and glare and should be provided to increase safety and security along important pedestrian pathways.

3. Services

(a) Bin and service enclosures are to be screened and located away from visually prominent parts of the site. Wherever possible services should be designed to visually integrate into buildings, rather than be a separate element.

(b) Development should be consistent with the City's Local Planning Policy 1.14 – Waste Management.

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(3) Phoenix Core Precinct

1. Movement

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(i) Demonstrate improvements to legibility, permeability and pedestrian safety along and connecting with Rockingham Road.

(ii) Inclusion of separate pedestrian path(s) on the vehicle access ramp from Rockingham Road to secure safe pedestrian movement, where the ramp is retained as part of a redevelopment proposal, or a proposal for expansion of the floorspace.

(iii) Demonstrate how car parking areas include safe and convenient pedestrian routes to key destinations, both from car parking bays, bus stops, and from the wider pedestrian network. This may require a decrease in the number of parking spaces to allow for improved accessibility and/or improved landscaping.

(iv) Provision of high quality, safe, secure and accessible end-of-trip facilities for cyclists.

(b) All development applications for the Phoenix Shopping Centre site that propose expansion of floorspace, or extensions or modifications to car parking areas or vehicle access ramps, must address the following matters:

(i) Demonstrate improvements to the servicing area on Rockingham Road.
(ii) Minimising the width and impact of vehicle crossovers on the pedestrian environment if possible, given that they serve to disconnect the pedestrian environment, reduce pedestrian comfort and increase potential conflict between vehicles and cyclists and pedestrians.
(iii) Improving the inactive frontage.
(iv) Improving the interface with the bus stop.

(c) Improve pedestrian connectivity through the Phoenix Shopping Centre site, and to the main entries of the shopping centre.

(d) Demonstrate improvements to the servicing area on March Street which reduce negative impacts on residential amenity.

2. Built Form

(a) Proposed buildings or extensions/major modifications to buildings are to address street frontages (and internal roads) and maximise opportunities for passive surveillance of streets, car parking areas, and areas used by pedestrians and cyclists.

(b) Proposed buildings or extensions/major modifications to buildings are to be appropriately detailed at ground level so that they create an attractive, safe and interesting environment for occupants and pedestrians alike.

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(c) Ground floor non-residential frontages fronting Rockingham Road or primary pedestrian linkages are to be designed as shop fronts with no less than 70% glazing. Buildings fronting other public areas shall be glazed for a minimum of 50%. Glazing percentages are to apply from between 0.9m and 2.1m above footpath/street level.

(d) Where an active frontage cannot be achieved, for example servicing/loading areas, it should be demonstrated how the frontage has been designed to contribute to a high quality, safe and attractive street environment by:

(i) Minimising the length and height of blank walls, and
(ii) Articulating blank walls through the creative application of complementary materials, avoiding large continuous masses of the same finish; and/or the provision of appropriately integrated structural features, lighting, street furniture, artworks, or display windows where possible.

(e) Vehicle ingress and egress, loading facilities and building services should be designed so that they do not detract from a high quality, safe and attractive public realm.

(f) Wherever possible development should use built form to signify entry points rather than relying on signage elements (including 'signage' structures) to serve as a landmark to the shopping centre, and/or to signify the location of entrances to the shopping centre.

(g) Wherever possible the opportunity to "sleeve" large scale retail and/or to introduce outwards-facing uses to avoid blank walls is strongly encouraged. Buildings at ground level should contain activities that positively contribute (either passively or actively) to the public domain.

(h) Ensure where appropriate that development complements and corresponds to neighbouring or abutting built form through consideration of form, detail and application of materials.

3. Visual Impact

(a) The visual impact of development must be demonstrated from the perspective of the surrounding Residential area to the east of the activity centre.

(b) Buildings and structures should present well from all angles as some may be visible from a considerable distance.

(c) Development should demonstrate that consideration has been given to the vista and pedestrian connectivity from Orleans Street, including ensuring the following is achieved:

(i) The establishment of safe and attractive pedestrian connectivity;

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Title	Phoenix Activity Centre Design Guidelines
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(ii) ensuring development is not obtrusive when viewed from Orleans Street

4. Landscaping

(a) Development proposals should include the retention of existing landscaping on March Street to provide a buffer with the residential development on the eastern side of the road.

(4) Mixed Use Precinct

1. Objectives

(a) To create a vibrant mixed use environment that facilitates a diversity of uses.

(b) Promote a diversity of housing types within the activity centre structure plan area.

(c) To encourage rationalisation of signage to reduce visual clutter and enhance the streetscape.

(d) To encourage mixed use development whereby non-residential uses can be accommodated at the ground floor.

(e) To ensure residential amenity and security is protected in mixed use environments.

(f) To protect the residential amenity of dwellings on adjacent 'Residential' zoned land.

(g) To ensure high-quality, built form in the 'Mixed Use' zone that provides interest to the street, and promotes passive surveillance.

(h) To ensure new development in the 'Mixed Use' zone achieves visual cohesiveness.

(i) To ensure buildings are robust and adaptable to allow for future use changes so that the mixed use area can evolve over time to meet the needs of businesses and the community.

(j) To ensure that buildings give additional prominence to street corners by using landmark features which will create visual interest in the streetscape and assist with legibility.

(k) To ensure buildings contribute positively to the public realm by creating visual interest, facilitating passive surveillance of streets and spaces used by the public, and contributing to pedestrian comfort.

(l) To ensure safe vehicle access and egress to Rockingham Road, and improve pedestrian safety and comfort by:

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- Rationalising vehicle crossovers to Rockingham Road generally where possible.

(m) To improve the pedestrian amenity of Rockingham Road through the introduction of a landscaping strip.

2. Built Form

(a) Development should incorporate non-residential ground floor uses that promote activity and informal surveillance of the street and have facades that add interest and vitality to the public realm.

(b) New building(s) setback and height shall be in accordance with the R60 density code.

(c) Where commercial uses are not considered viable in the short term, ground floor tenancies/dwellings are encouraged to be designed to be adaptable for future commercial uses, including incorporating a recommended minimum ground floor tenancy/dwelling height of 3.9 metres above the finished ground floor level.

(d) To ensure that building facades are architecturally interesting the upper levels of buildings should be articulated to break-up long sections of plain facades. This should include at least three of the following features:

(i) Major openings;
(ii) Different colours, materials or textures;
(iii) Indentations and extrusions which break the building into individual elements;
(iv) Protruding balconies;
(v) Awnings over windows.

(e) All building levels should be clearly defined through the use of colours, materials and detailing.

(f) The upper level(s) of buildings should be designed to promote informal surveillance of the street through the use of balconies and/or large windows.

(g) Upper floor windows of buildings, which face a public street or communal access way, should be largely unobscured to promote passive surveillance.

(h) Ground floor non-residential frontages fronting Rockingham Road or primary pedestrian linkages are to be designed as shop fronts with no less than 70% glazing. Buildings fronting other public areas shall be glazed for a minimum of 50%. Glazing percentages are to apply from between 0.9m and 2.1m above footpath/street level.

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(i) Commercial buildings should address the street in a traditional manner with windows facing the street and clearly defined entry points that are visible from the street. To achieve this entry points should generally include at least two of the following features:

(i) Appropriately scaled signage above the entry door;
(ii) Recessed entry points;
(iii) Highlighting the entry point through the use of different materials.

(j) Buildings should be designed so that services do not project above the specified maximum height of the building and should be screened from view. To ensure adaptability of buildings this should include consideration of larger servicing unit requirements for other uses (such as restaurants) so that these can be accommodated should the building undergo a future change of use.

(k) To articulate street corners, provide visual interest and assist with legibility, new buildings located on corner sites should include:

(i) Architectural roof features that protrude above the normal roof line;
(ii) Increased parapet heights with additional detail, colour and textures; and/or
(iii) Increased height and bulk at the street corner.

(l) New buildings with parapets should include indentations; additional modulation, and/or variation in parapet heights and designs so-as-to provide additional interest to the street.

(m) In mixed use developments commercial uses should be separated from residential uses by being located on separate floors of a building to ensure the amenity and security of residents and commercial tenants.

(n) Development applications are to be accompanied by design and documentation of 'back-of-house' services, including ducting and vents. To ensure the robustness and adaptability of buildings this should consider a general and basic overview of potential 'back-of-house' services for food businesses (such as ducting and vents allowing for the mechanical ventilation of kitchen areas, and 'grease traps').

(o) In order to frame the street and encourage passive surveillance, buildings adjacent to Rockingham Road are encouraged to be a minimum of two storeys in height, with single storey commercial buildings to be assessed on their merits against the objectives of the policy.

(p) Garages facing Rockingham Road will not be supported.

3. Parking and Movement

(a) At-grade car parking areas should be landscaped with suitable trees at the rate of one tree per 6 bays. The chosen trees should provide shade,

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improve amenity and assist in visual screening from above. The car park should also be appropriately lit.

(b) Any new multi-storey car parks should incorporate interactive street frontages, such as shops or other uses that promote activity, where possible. These can be 'sleeved' along the street frontages of the car park structure.

(c) Where car parking levels (including undercroft levels) are visible from a street or public space, high quality architectural detailing shall be incorporated into the façade of all floors.

(d) Access to development sites should include only one crossover and be located to minimise impact to street tree(s).

(e) Wherever possible the finished level of buildings/tenancies should match that of the adjacent footpath so that continuous access is provided from the pedestrian footpath into each commercial tenancy and a consistent streetscape is achieved on Rockingham Road.

(f) Services should be located away from the street and clear efforts made to minimise impacts to neighbouring development.

(g) Safe and comfortable pedestrian access shall be provided from the parking area to the entry point of the proposed development and to all street frontages.

4. Change of use proposals for dwellings

(a) Where the existing dwelling or building is the subject of a change of use proposal (to be accommodated within an existing dwelling/building), the following provisions will apply:

(i) Only one vehicle crossover is to be utilised, with any existing additional crossovers to be removed unless safe access and egress cannot be accommodated otherwise.
(ii) Existing large crossovers are to be reduced in size.
(iii) Car parking areas are to be designed so that vehicles can exit onto Rockingham Road in forward gear.
(iv) Upgrades to the façade of the building shall be undertaken consistent with Built Form provisions.

5. Landscaping

(a) A comprehensive landscaping plan is required for the front setback area and verge, demonstrating an appropriate and attractive mix of hard paving and in-ground planting, provided that the plantings maintain openness to the building to ensure a visible and safe entrance, and create no potential entrapment areas.

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(5) Northern Precinct

1. Objectives

   (a) To ensure buildings contribute positively to the public realm by creating visual interest, facilitating passive surveillance of streets and spaces used by the public, and contributing to pedestrian comfort.

   (b) To facilitate safe, comfortable pedestrian and cyclist movement, particularly in a north south direction through the activity centre.

   (c) To improve legibility for pedestrians throughout the precinct.

   (d) To ensure safe and legible vehicle access and egress throughout the precinct, particularly onto Rockingham and Phoenix Road.

2. Built Form

   (a) New buildings or proposed modifications to existing buildings should include clearly identifiable pedestrian entry point(s).

3. Parking and Movement

   (a) Development must demonstrate how safe and convenient pedestrian movement from the street footpaths and car parking areas to building entry points are facilitated.

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Development Assessment and Compliance
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	TBC
Next Review Due: (Governance Purpose Only)	TBC
ECM Doc Set ID: (Governance Purpose Only)	TBC

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15.1.4 Policy Review: Community Engagement Policy

Executive	Director Corporate and System Services
Author	Service Manger Communications and Engagement
Attachments	1. Community Engagement Policy (tracked changes) ⇩ 2. Community Engagement Policy ⇩

Officer Recommendation

The Committee recommends Council ADOPTS the amended Community Engagement Policy as shown in Attachment 2.

Committee Recommendation

That Council

(1) REFERS the Community Engagement Policy to a workshop to consider the Policy and Community Engagement Framework with reference to:
   a. Stakeholder identification and analysis
   b. Triggers and thresholds for engagement, outlining when community engagement must occur, when it may occur, and when it is not appropriate, with transparent rationale
   c. Clear levels of engagement (e.g., IAP2 spectrum), describing the level of community influence and control for different types of decisions
   d. Roles and responsibilities, including Council, Executive, and staff
   e. Data collection, management and privacy compliance
   f. Commitments to “closing the loop”, including how the City will report back to participants on the outcomes of engagement
   g. Evaluation and continuous improvement
   h. Inclusion and accessibility measures, aligned with the DAIP and RAP to remove barriers to participation

(2) REQUESTS that the Community Engagement Policy be re-presented to the Governance Committee following the workshop.

Background

The Community Engagement Policy guides the City in its approach to community engagement. The Policy is due for review. The recommended amendments suggested improvements based on using the Policy for the last two years.

Submission

N/A

Report

The current Policy underwent a comprehensive review in 2023. It is now scheduled for another review, with proposed enhancements aimed at supporting the City in achieving optimal community engagement.

Amendments mainly provide updates, clarify terms, remove restrictions, or add clarity were useful.

We have defined engagement based on decision-making and impact:
- Informing
- Consulting
- Involving
- Collaborating
- Empowering.

The International Association of Public Participation (IAP2) has retained its name internationally but has rebranded in Australia to the Engagement Institute. The Policy has been updated to reflect that change.

The ‘fit for purpose’ component now clarifies that requests to the Community Engagement team should not specify timing or methods. Previously, prescriptive requests were sometimes unworkable, contrary to Policy, or hindered best practice engagement.

We have updated the ‘Transparency’ section to confirm that we will not share participant’s details in engagement reporting, adding that the exception is communications regarding planning proposals that are addressed by the Planning and Development (Local Planning Scheme) Regulations 2015.

The regulations require public consultation by publishing participants' names and suburbs, unless they opt out, an option that is always available.

We've revised the 'Timely' section to be less restrictive. Previously, our Policy prohibited consultations from Christmas Day to Australia Day due to holiday concerns, but now, for certain engagements, consulting during these periods is permitted when strategic.

Choosing not to participate during this time has led to lost opportunities, especially with coastal projects and chances to be involved in City-run events.

The City has found it challenging and limiting to meet engagement obligations because of the large number of engagements it manages. This issue is even greater in years like 2025, when the City cannot conduct engagement during the caretaker period or between Christmas Day and Australia Day.

Projects will be delivered on schedule so the community can participate. The Policy now requires timely engagement, addressing cases where project delays make prior engagement results outdated.

Under ‘Inclusion’, we have updated the wording to LGBTIQA+ to replace a lot of individual words to reflect contemporary practice.

This Policy outlines the City's method for community engagement. The Community Engagement team follows an internal framework that covers roles, approvals, timing, and an impact matrix spanning social, technical, economic, environmental, and political factors.

The Framework includes more detailed guidance on engaging with the following communities:

- Aboriginal
- Culturally and Linguistically diverse
- People with disability
- Older adults
- Young people
- Children.

It also includes the IAP2 core values, code of ethics and quality assurance standard.

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Strengthen engagement, communication and enhance customer experience.

Budget/Financial Implications

N/A

Legal Implications

There are statutory requirements which can present limitations for planning engagements, which are treated differently to all other community engagements.

Community Consultation

We did undertake extensive community consultation when we undertook the major review of this Policy in 2023. The recommended changes are to further refine the current Policy and are not significant and therefore it is considered appropriate to not undertake community engagement at this minor review stage.

The initial consultation with the community and stakeholders identified these parameters as essential for quality engagement, and we believe they still apply:

- Inclusive
- Fit for purpose
- Informative
- Transparent
- Timely
- Meaningful.

Risk Management Implications

If changes aren't made, there's minimal risk to engagement since the current Policy works. However, missing key opportunities for community input -such as between Christmas and Australia Day - could reduce public influence on decisions. Outdated references to the IAP2 Spectrum, inclusion practices, and City structure may also affect the credibility and quality of engagement results.

Updating the Policy ensures engagement occurs only when real influence is possible, following best practices and supporting consistent, clear governance across all projects.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Title	Community Engagement

Policy Type

Council

Policy Purpose

To guide the City in its approach to seeking input from stakeholders on decisions which impact ~~on~~ them. ~~This policy applies to all employees and consultants engaged by the City.~~

Policy Statement

(1) Vision

As a local government, everything we do is done with and/or on behalf of the community. The City is committed to engaging with the community and stakeholders in a way that positively contributes to the City's planning, decision-making, programs and service delivery.

Community engagement activities support Council's leadership role by providing relevant community and stakeholder insights in a timely way.

Community ~~consultation~~ engagement is a vital input to effective decision-making. However, we acknowledge that it may not be possible to consult with the community on every issue. We will prioritise engagement on issues where community input will have the greatest impact whilst being prudent with when and how engagement is undertaken. Engagement may include informing, consulting, involving, collaborating, or empowering stakeholders, depending on the decision and its impact.

(2) Defining quality engagement

Community engagement is a planned process with the specific purpose of working across organisations, stakeholders, and communities to help the City shape decisions or actions related to a problem, opportunity or outcome. (Based on ~~I~~International Association of Public Participation (IAP2)~~ ~~(Engagement Institute in Australia definition).

Together, the community, stakeholders and City define 'quality engagement' as having the following attributes:

- **Inclusive**: engagement activities are accessible to people of all abilities and diverse backgrounds, and all community members can participate and have their voices heard.
- **Fit for purpose**: engagement methods and processes match the context and project purpose. Requests for engagement should not be prescriptive in timing or methodology. These will be developed by the Community Engagement team.

Title	Community Engagement

- **Informative**: people know how to be involved and have the information they need to participate in a meaningful way.

- **Transparent**: the purpose, process, and outcomes of an engagement are clear, so participants understand how their input will be used in the decision-making process. Participants' details will not be included in engagement reporting presented to Council. The exception is: Communications regarding planning proposals are addressed by the Planning and Development (Local Planning Scheme) Regulations 2015, which sets out regulatory parameters for public consultation which includes publishing the names and suburb of participants unless they choose to opt out.

- **Timely**: ~~engagement activities are delivered in a timely manner allowing for participants to fully consider information and avoiding periods of national holiday including between Good Friday and Easter Monday, and Christmas to Australia Day~~. Engagement will occur at points in a project where the community can genuinely influence outcomes.. Each project will be delivered with considered timing to enable community genuine opportunities to participate. Engagement will be used in a timely manner.

- **Meaningful**: the input sought is used to the degree possible, considering the varying and sometimes competing needs within the community, and followed through in a timely way.

(3) Inclusion

(a) The City acknowledges the valuable insight of the Nyungar people as the Traditional Custodians of this land and commits to including and considering input from our Aboriginal and Torres Strait Island community through the Aboriginal Reference Group.

(b) The City acknowledges the valuable insight of ~~seniors~~older people, children and young people, culturally and linguistically diverse communities, First Nations people, LGBTIQA+ individuals, and people living with disability, and actively seeks their input through dedicated engagement activities and relevant Reference Groups. ~~The City acknowledges the valuable insight of seniors; young people, Culturally and Linguistically diverse people, First Nations people; Lesbian, Gay, Bisexual, Transgender, Intersex, Queer, and Asexual people, and people living with disabilities and actively seeks input from the community and relevant local Reference Groups.~~

(c) The City seeks to ensure that Elected Members don't unintentionally influence engagement in their role as decision makers by providing an overview of each engagement and/or a dedicated activity or workshop on matters prior to decision making. Elected Members should only attend consultation sessions as an observer.~~.~~

(4) Implementation

(a) The implementation of this policy will be guided by the Community

Title	Community Engagement

Engagement Framework and other internal documents.

(b) All Community Engagement programs and timelines must be agreed and approved internally by the ~~Manager Advocacy and Engagement~~Communications and Engagement team.

(5) Parameters

(a) This policy applies to City employees and to consultants engaged by the City. It also recognises the important role Elected Members play in facilitating dialogue and engagement with their constituents.

(b) This policy complements but does not supersede any statutory obligations defined by relevant Federal, State and Local legislation.

(c) This policy excludes advertising, notification and other defined statutory requirements under the Planning and Development ~~Regulations~~ (Local Planning Schemes) Regulations 2015.

Strategic Link:	City of Cockburn's Strategic Community Plan Community Engagement Framework Cockburn Community Development Strategic Plan Communications Strategy and Action Plan Disability Access and Inclusion Plan Reconciliation Action Plan
Category	Community Support
Lead Business Unit:	~~Community Development & Services~~Communications and Engagement
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	14 September 2023
Next Review Due: (Governance Purpose Only)	September 2025
ECM Doc Set ID: (Governance Purpose Only)	4133906

Title	Community Engagement

Policy Type

Council

Policy Purpose

To guide the City in its approach to seeking input from stakeholders on decisions which impact them.

Policy Statement

(1) Vision

As a local government, everything we do is done with and/or on behalf of the community. The City is committed to engaging with the community and stakeholders in a way that positively contributes to the City's planning, decision-making, programs and service delivery.

Community engagement activities support Council's leadership role by providing relevant community and stakeholder insights in a timely way.

Community engagement is a vital input to effective decision-making. However, we acknowledge that it may not be possible to consult with the community on every issue. We will prioritise engagement on issues where community input will have the greatest impact whilst being prudent with when and how engagement is undertaken. Engagement may include informing, consulting, involving, collaborating, or empowering stakeholders, depending on the decision and its impact.

(2) Defining quality engagement

Community engagement is a planned process with the specific purpose of working across organisations, stakeholders, and communities to help the City shape decisions or actions related to a problem, opportunity or outcome. (Based on International Association of Public Participation (IAP2)(Engagement Institute in Australia definition).

Together, the community, stakeholders and City define 'quality engagement' as having the following attributes:

- **Inclusive**: engagement activities are accessible to people of all abilities and diverse backgrounds, and all community members can participate and have their voices heard.
- **Fit for purpose**: engagement methods and processes match the context and project purpose. Requests for engagement should not be prescriptive in timing or methodology. These will be developed by the Community Engagement team.

Title	Community Engagement

- **Informative**: people know how to be involved and have the information they need to participate in a meaningful way.

- **Transparent**: the purpose, process, and outcomes of an engagement are clear, so participants understand how their input will be used in the decision-making process. Participants' details will not be included in engagement reporting presented to Council. The exception is: Communications regarding planning proposals are addressed by the Planning and Development (Local Planning Scheme) Regulations 2015, which sets out regulatory parameters for public consultation which includes publishing the names and suburb of participants unless they choose to opt out.

- **Timely**: Engagement will occur at points in a project where the community can genuinely influence outcomes. Each project will be delivered with considered timing to enable community genuine opportunities to participate. Engagement will be used in a timely manner.

- **Meaningful**: the input sought is used to the degree possible, considering the varying and sometimes competing needs within the community, and followed through in a timely way.

(3) Inclusion

(a) The City acknowledges the valuable insight of the Nyungar people as the Traditional Custodians of this land and commits to including and considering input from our Aboriginal and Torres Strait Island community through the Aboriginal Reference Group.

(b) The City acknowledges the valuable insight of older people, children and young people, culturally and linguistically diverse communities, First Nations people, LGBTIQA+ individuals, and people living with disability, and actively seeks their input through dedicated engagement activities and relevant Reference Groups.

(c) The City seeks to ensure that Elected Members don't unintentionally influence engagement in their role as decision makers by providing an overview of each engagement and/or a dedicated activity or workshop on matters prior to decision making. Elected Members should only attend consultation sessions as an observer.

(4) Implementation

(a) The implementation of this policy will be guided by the Community Engagement Framework and other internal documents.

(b) All Community Engagement programs and timelines must be agreed and approved internally by the Communications and Engagement team.

Title	Community Engagement

(5) Parameters

(a) This policy applies to City employees and to consultants engaged by the City. It also recognises the important role Elected Members play in facilitating dialogue and engagement with their constituents.

(b) This policy complements but does not supersede any statutory obligations defined by relevant Federal, State and Local legislation.

(c) This policy excludes advertising, notification and other defined statutory requirements under the Planning and Development (Local Planning Schemes) Regulations 2015.

Strategic Link:	City of Cockburn's Strategic Community Plan Community Engagement Framework Cockburn Community Development Strategic Plan Communications Strategy and Action Plan Disability Access and Inclusion Plan Reconciliation Action Plan
Category	Community Support
Lead Business Unit:	Communications and Engagement
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	14 September 2023
Next Review Due: (Governance Purpose Only)	September 2025
ECM Doc Set ID: (Governance Purpose Only)	4133906

15.1.5 Policy Review - Community Funding for Sporting Clubs and Individuals

Executive	Director Community and Place
Author	Group Manager Recreation and Place and Service Manager Recreation Services
Attachments	1. Community Funding for Sport Clubs and Individuals Policy (tracked changes) ⇩ 2. Community Funding for Sport Clubs and Individuals Policy ⇩

RECOMMENDATION

The Committee recommends Council ADOPTS the amended 'Community Funding for Sporting Clubs and Individuals Policy', as shown as Attachment 2.

Background

The Community Funding for Sporting Clubs and Individuals Policy provides a framework to fund sporting clubs and individuals to support their activities and build their capacity to participate in sport and recreation.

The Policy was last reviewed and endorsed in March 2023.

A revised policy was presented to the Governance Committee (GovCo) in August 2025. At the September Ordinary Council Meeting (OCM), Council resolved to defer endorsement to allow officers to undertake further review of the Junior Sports Travel Assistance clause.

The intent was to ensure the clause is inclusive, equitable, and accessible for juniors across a broad range of sporting disciplines.

Council also indicated they did not support the inclusion of proposed subclause (1)3(e), which has now been removed from the policy.

The purpose of this report is to present the updated policy for Council endorsement.

Submission

N/A

Report

The Junior Sports Travel Assistance program clauses have been reviewed and updated. Definitions have been clarified to support access by juniors participating in a wide range of sports.

Strategic Plans/Policy Implications

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Promote and support active, healthy lifestyles through recreation and wellness.
Foster connected, accessible communities and services.

Budget/Financial Implications

The budget for the Junior Sports Travel Assistance Program for 2025-26 is $50,000 which was approved at August 2025 OCM. The budget for this program is part of the City's Grants and Donations budget which is approved annually by Council.

Legal Implications

<<enter text or N/A>>

Community Consultation

<<enter text or N/A>>

Risk Management Implications

There is low risk for Council to support the proposed changes. The majority of changes simply provide clarification to better guide applicants and officers administering the Policy.

By expanding the Junior Sports Travel Assistance clause to be more inclusive, equitable, and accessible, there is a potential risk that the annual budget allocation may be fully subscribed earlier in the financial year. This could result in:

- Applications being declined once funds are exhausted; or
- A requirement for Council to consider increasing the budget allocation to meet demand.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil

Title	Community Funding for Sporting Clubs & Individuals

Policy Type

Council

Policy Purpose

To provide a framework of funding for sporting clubs and individuals that supports activities and builds their capacity to participate in sport and recreation. This specifically includes:

(1) Support sporting clubs to undertake minor and major upgrades, alterations and additions of infrastructure to the City or State Government (where authorised) property to benefit the respective club(s) and the City.
(2) Support sporting clubs to purchase essential sports equipment to ultimately provide better opportunities to attract and retain participation for sport.
(3) Support local junior athletes financially to travel to State and National sporting competition.
(4) Support sporting clubs with applications for ~~Department of Local Government , Sport and Cultural Industries~~other external funding opportunities ~~grants~~ with associated discretion on applying appropriate ~~deadlines~~ timeframes for the purpose of meeting ~~the applicable~~ grant deadlines.

Policy Statement

To approve applications for the Sport and Recreation Champion Club Grants in accordance with the evaluation and selection criteria set out below.

(1) Major Capital Works Grant

1. The maximum grant available is $50,000 and the City contribution towards projects will not exceed 50% of the total project cost.

2. Two grant rounds will be offered each financial year, closing dates will be displayed on the City of Cockburn's website.

3. The following eligibility criteria will apply:

   (a) The project will be completed within one year of the award of grant funding.
   (b) Contributions of voluntary labour and donated materials can be recognised as a component of the applicant's contribution – refer to 'Sport & Recreation Club Grants Guidelines for Applicants' for further details.
   (c) Additional information must be attached to the application form i.e. quotes
   (d) Once a club has a successful application, they cannot apply for the grant again for three years and until they have acquitted all previous grant funding.

[1]

Title	Community Funding for Sporting Clubs & Individuals

(2) Minor Capital Works Grant

1. The maximum grant available is $4,000 per project.
2. The City's contribution towards projects will not exceed 50% of the total project cost.
3. Applications are open all year round.
4. Clubs may receive only one successful application in each financial year.

(3) Sports Equipment Grant

1. The Sports Equipment Grant is up to $1,000 per project. The City's contribution towards projects will not exceed 50% of the total project cost.
2. Sporting Equipment can include any sport specific items and/or storage options which assist with ensuring equipment is stored safely and efficiently.
3. Applications are open all year round.
4. Clubs may receive only one successful application in each financial year

(4) Junior Sports Travel Assistance

1. The Junior Sport Travel Assistance program provides up to $400 towards travel cost for individual athletes representing WA or Australia in a competition that aligns with the definition of sport as recognised by the Department of Cultural Industries, Sport and Tourism. This is defined as:

   "a human activity involving physical exertion and skill as the primary focus of the activity, with elements of competition where rules and patterns of behaviour governing the activity exist formally through organisations and is generally recognised as sport." ~~selected by a State or National Sporting Organisation.~~
2. Applicants must be travelling a minimum 100kms outside of the City of Cockburn.
3. Junior athletes applying must be residents of the City of Cockburn.
4. Applications are accepted throughout the year with closing dates being the first Friday of March, June, September, and December and successful applicants paid at end of month.
5. Applications are open to any person aged 21 years or younger as of the competition closing date.

Title	Community Funding for Sporting Clubs & Individuals

6. Successful applicants will only be eligible for funding once in any 12 month period.

7. An application for funding may be made up to three months before the date of travel.

(5) Additional Criteria

1. Applicants must have no outstanding debt or financial obligation with the City of Cockburn before funds can be granted towards any project.

2. No additional funding will be provided over the approved application.

3. For the Major Capital Works Grant, Minor Capital Works Grant and Sports Equipment Grant the following applies:
   (a) Open to incorporated sport or recreation clubs only.
   (b) Sporting Clubs must have memberships open to the residents of the City and should show they are servicing a significant number of local residents.
   (c) The City reserves the right to impose special conditions on the funding.

4. For the Minor and Major Capital Works Grants specifically; sporting clubs must be based or operating within the City of Cockburn:

   (a) Under a lease or seasonal hire arrangement on City owned or managed property.
   (b) Under a substantive lease with the State Government on land owned or managed by an authorised government department.

5. Preference will be given to applications from clubs that are named after Cockburn, one of its suburbs, or one of its landmarks, over clubs that are named, or contain in their name, a suburb or local government area that is outside of Cockburn.

6. Sporting clubs that receive funding from the City will be encouraged to change their name to remove reference to other local government areas or suburbs that are not within the City of Cockburn.

Strategic Link:	~~Community Sport & Recreation Plan~~Community Infrastructure Plan 2024-2041
Category	Sport and Recreation
Lead Business Unit:	Recreation and Place~~Services~~
Public Consultation: **(Yes or No)**	No

Title	**Community Funding for Sporting Clubs & Individuals**

Adoption Date: (Governance Purpose Only)	~~9 March 2023~~
Next Review Due: (Governance Purpose Only)	~~March 2025~~
ECM Doc Set ID: (Governance Purpose Only)	8238406

[4]

Title	Community Funding for Sporting Clubs & Individuals

Policy Type

Council

Policy Purpose

To provide a framework of funding for sporting clubs and individuals that supports activities and builds their capacity to participate in sport and recreation. This specifically includes:

(1) Support sporting clubs to undertake minor and major upgrades, alterations and additions of infrastructure to the City or State Government (where authorised) property to benefit the respective club(s) and the City.
(2) Support sporting clubs to purchase essential sports equipment to ultimately provide better opportunities to attract and retain participation for sport.
(3) Support local junior athletes financially to travel to State and National sporting competition.
(4) Support sporting clubs with applications for other external funding opportunities with associated discretion on applying appropriate timeframes for the purpose of meeting grant deadlines.

Policy Statement

To approve applications for the Sport and Recreation Champion Club Grants in accordance with the evaluation and selection criteria set out below.

(1) Major Capital Works Grant

1. The maximum grant available is $50,000 and the City contribution towards projects will not exceed 50% of the total project cost.

2. Two grant rounds will be offered each financial year, closing dates will be displayed on the City of Cockburn's website.

3. The following eligibility criteria will apply:

   (a) The project will be completed within one year of the award of grant funding.
   (b) Contributions of voluntary labour and donated materials can be recognised as a component of the applicant's contribution – refer to 'Sport & Recreation Club Grants Guidelines for Applicants' for further details.
   (c) Additional information must be attached to the application form i.e. quotes
   (d) Once a club has a successful application, they cannot apply for the grant again for three years and until they have acquitted all previous grant funding.

Title	Community Funding for Sporting Clubs & Individuals

(2) Minor Capital Works Grant

1. The maximum grant available is $4,000 per project.
2. The City's contribution towards projects will not exceed 50% of the total project cost.
3. Applications are open all year round.
4. Clubs may receive only one successful application in each financial year.

(3) Sports Equipment Grant

1. The Sports Equipment Grant is up to $1,000 per project. The City's contribution towards projects will not exceed 50% of the total project cost.
2. Sporting Equipment can include any sport specific items and/or storage options which assist with ensuring equipment is stored safely and efficiently.
3. Applications are open all year round.
4. Clubs may receive only one successful application in each financial year

(4) Junior Sports Travel Assistance

1. The Junior Sport Travel Assistance program provides up to $400 towards travel cost for individual athletes representing WA or Australia in a competition that aligns with the definition of sport as recognised by the Department of Cultural Industries, Sport and Tourism. This is defined as:

   "a human activity involving physical exertion and skill as the primary focus of the activity, with elements of competition where rules and patterns of behaviour governing the activity exist formally through organisations and is generally recognised as sport."
2. Applicants must be travelling a minimum 100kms outside of the City of Cockburn.
3. Junior athletes applying must be residents of the City of Cockburn.
4. Applications are accepted throughout the year with closing dates being the first Friday of March, June, September, and December and successful applicants paid at end of month.
5. Applications are open to any person aged 21 years or younger as of the competition closing date.
6. Successful applicants will only be eligible for funding once in any 12 month period.

Title	Community Funding for Sporting Clubs & Individuals

7. An application for funding may be made up to three months before the date of travel.

(5) Additional Criteria

1. Applicants must have no outstanding debt or financial obligation with the City of Cockburn before funds can be granted towards any project.

2. No additional funding will be provided over the approved application.

3. For the Major Capital Works Grant, Minor Capital Works Grant and Sports Equipment Grant the following applies:
   (a) Open to incorporated sport or recreation clubs only.
   (b) Sporting Clubs must have memberships open to the residents of the City and should show they are servicing a significant number of local residents.
   (c) The City reserves the right to impose special conditions on the funding.

4. For the Minor and Major Capital Works Grants specifically; sporting clubs must be based or operating within the City of Cockburn:

   (a) Under a lease or seasonal hire arrangement on City owned or managed property.
   (b) Under a substantive lease with the State Government on land owned or managed by an authorised government department.

5. Preference will be given to applications from clubs that are named after Cockburn, one of its suburbs, or one of its landmarks, over clubs that are named, or contain in their name, a suburb or local government area that is outside of Cockburn.

6. Sporting clubs that receive funding from the City will be encouraged to change their name to remove reference to other local government areas or suburbs that are not within the City of Cockburn.

Strategic Link:	Community Infrastructure Plan 2024-2041
Category	Sport and Recreation
Lead Business Unit:	Recreation and Place
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	

[3]

Title	**Community Funding for Sporting Clubs & Individuals**

ECM Doc Set ID: (Governance Purpose Only)	8238406

[4]

15.1.6 Review of Health and Fencing Local Laws - Report on Submissions

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Submissions - City of Cockburn Health Local Laws 2000 ⇩ 2. Submissions - City of Cockburn Fencing Local Law 2012 ⇩

Officer Recommendation/Committee Recommendation
That Council:

(1) NOTES the submissions made by the community on the City of Cockburn Health Local Laws 2000 and City of Cockburn Fencing Local Law 2012;

(2) RESOLVES to amend the City of Cockburn Health Local Laws 2000;

(3) RESOLVES to amend the City of Cockburn Fencing Local Law 2012; and

(4) NOTES that a proposed new Health Local Law and Fencing Local Law is being presented to this meeting as Agenda Items 8.3.2 and 8.3.3.

TO BE CARRIED BY ABSOLUTE MAJORITY OF COUNCIL

Background

The Local Government Act 1995 (the Act) now requires that all local laws are reviewed under section 3.16 of the Act once every 15 years. Prior to legislative reform which came into effect on 6 December 2024, this was once every 8 years.

As part of this same reform, any local laws which were overdue for review as at 6 December 2024 would lapse on 7 December 2026 if they are still in effect and had not undergone a legislative review. All the City's local laws, other than its Waste Local Law are caught by this clause.

The City had previously identified that it would seek to repeal and replace all its local laws, other than its health and fencing local laws, which at that time would only require amendment. As a result, the City would be required to review these local laws so that they do not lapse in December next year.

The City has now conducted this review, and is presenting the community submissions to Council for consideration, as per the requirements of section 3.16 of the Act.

Submission

Community submissions on the City of Cockburn Health Local Laws 2000 are attached to this report as Attachment 1. Community submissions on the Fencing

Local Law 2012 are attached to this report as Attachment 2. Commentary on re-occurring themes raised in these submissions is provided in the detail of this report.

Report

From 14 July to 29 August 2025, the City sought comment on its current City of Cockburn Health Local Laws 2000 and City of Cockburn Fencing Local Law 2012.

The City received 15 submissions on the current City of Cockburn Health Local Laws. The submissions were varied, however some repeated commentary included:

- a desire for the City to do more to tackle health issues which are beyond the City's remit as a local government (including air pollution, asbestos, and pesticides); and
- a desire to relax the more antiquated restrictions, including restrictions around washing and drying clothes in the kitchen and the prescriptive provisions around sanitary conveniences.

While the City cannot make laws in relation to the first of these themes, the desire to relax outdated provisions formed a major motivation for updating and modernising the City's Health Local Law. The submissions have been considered as part of the drafting process for the City's new Health Local Law.

There were clearer themes when it came to 34 submissions received on the City of Cockburn Fencing Local Law 2012, these being a desire for the City:

- to be more involved in dividing fence disputes
- to police the standard of dividing fences more
- to put more rules in place concerning front fencing.

Further, a number of submissions raised comments about ensuring any fences in rural areas allow for native wildlife to freely pass.

The Diving Fences Act 1961 provides the legislative mechanism for resolving dividing fences disputes. If two adjoining landowners cannot agree on the location, height or materials to be used in the construction of a dividing fence, or as to whether a dividing fence requires repair, they may make an application to their local Magistrates Court, who will determine the dispute.

It is not the role of local government to determine or involve themselves in dividing fences disputes.

The purpose of a Fencing Local Law is primarily for a local government to set the standard of a 'sufficient fence'. Except as otherwise agreed between the two parties, a landowner may then only claim half that cost from the other landowner.

If one landowner proposes to construct a dividing fence of a higher standard than that of a sufficient fence, they must pay the full difference in cost, unless a Magistrate determines otherwise.

A Fencing Local Law also deals with other matters, such as rules around electric fences, barbed wire fences, razor wire fences and other prohibited fencing materials. It further imposes a general obligation on owners or occupiers to maintain their fences so that they do not become dangerous, dilapidated or unsightly. Outside of ensuring significant public safety risks are appropriately mitigated, the City has no desire to police the standard of dividing fences as this is properly a civil matter between the two landowners.

Notwithstanding the above, the submissions received above have been considered as part of the drafting process for the City's new Fencing Local Law.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

N/A

Legal Implications

The City must review its local laws within the legislative timeframe otherwise they will lapse on 7 December 2026 if still in effect. The review has complied with the legislative requirements specified in section 3.16 of the Local Government Act 1995.

Community Consultation

In accordance with section 3.16 of the Act, the City invited community submissions between 14 July and 29 August 2025.

The opportunity to provide comment was advertised:
1. on the City' website
2. in the Comment on Cockburn e-newsletter
3. via a poster at the City's Main Administration Building and Spearwood, Coolbellup and Success Libraries
4. in the Cockburn PerthNow and The Herald newspapers
5. on the City of Cockburn Facebook page.

In total:
- 15 submissions were received on the City of Cockburn Health Local Laws 2000
- 34 submissions were received on the City of Cockburn Fencing Local Law 2012.

Submissions raised broad and varied points, which can be found in the attached documents.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council.

There is a moderate to substantial level of risk if Council were not to endorse the outcome of the section 3.16 local law review, as it means the City of Cockburn Health Local Laws 2000 and City of Cockburn Fencing Local Law 2012 are amenable to lapse on 7 December 2026, if they are not repealed or replaced in their entirety.

Advice to Proponent(s)/Submitters

Those who lodged a submission on the City of Cockburn Health Local Laws 2000 or City of Cockburn Fencing Local Laws 2012 have been advised that the report on community submissions is to be considered at the 18 November 2025 Governance Committee meeting.

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

Nil.

Submissions Received

City of Cockburn Local Laws
Health Local Law 2000



Document Set ID: 12398758
Version: 9, Version Date: 20/10/2025

Process

In accordance with Section 3.16 of the *Local Government Act 1995*, the City of Cockburn advertised their intention to review its *Health Local Law 2000*, with the intent of making minor amendments.

Between Monday 14 July 2025 and Friday 29 August 2025, the City invited participants to provide feedback in the following ways:

- Online survey
- Hard copy survey (available on request)
- In writing
- Phone call
- Email.

To raise awareness and encourage input, the City distributed the following communications about the project:

- Project page on the City's Comment on Cockburn website
- E-newsletter to all Comment on Cockburn e-newsletter subscribers (11,136)
- Notice and printed copy of the *Health Local Law 2000* available at the City's Main Administration Building, and Spearwood, Coolbellup, and Success Libraries
- Promotional tile on the main City of Cockburn website
- Social media via the City of Cockburn Facebook page (3,280 views, 28 link clicks, and 6 shares)
- Press advertising in Cockburn PerthNow and The Herald.

During the comment period, the email notifying subscribers of the submission period was opened by 6,374 people, and the master City of Cockburn Local Laws project page on the Comment on Cockburn website received 1,189 visits. 13 contributors provided comment on the Health Local Law via the online survey available in the project's subpage. Two written submissions were received via email to comment@cockburn.wa.gov.au.

Participant Responses

Responses are shown as received, and therefore some spelling and grammatical errors may exist.

Online Submissions			
	Do you have any concerns or issues with the current Health Local Law? If so, what sections?	What changes or additions, if any, would you like to see in the current Health Local Law?	
#	Submission	Submission	Response
1.	Unsure what the law currently is	Unsure what the law currently is	Submission received.
2.	Storm water and drainage are a concern the health dept needs to take more seriously	if properties are flooding the council should not ignore this. over winter many storm water systems and soakwells are failing due to years of neglect. this is a health concern and should be treated as one. i was recently told by the council that its not a council matter for flooded commercial proeprties.	Submission received. The City will be reviewing stormwater containment rules as part of its review of its health local law.
3.	Yes, I have several concerns with the current Health Local Law, particularly where it encroaches on individual freedoms and property rights. The following sections stand out as problematic: Part 2 - Sanitation (Division 1 - Sanitary Conveniences): The detailed mandates, such as requiring specific numbers of toilets, hand wash basins, and their exact	I suggest the following changes: Reduce Mandatory Requirements: Replace strict mandates with voluntary guidelines in areas like sanitation, housing maintenance, and pest control. This respects individual choice while still promoting health standards. Adopt Performance-Based Standards: Shift from rigid rules (e.g., exact numbers of facilities) to outcome-focused	Submission received. A number of clauses in the Part 2 and Part 3 of the City's current health local law are obsolete as a result of changes to the Building Code. The clauses in these parts will be thoroughly reviewed as part of the City's review of its heath local law. However it is worth noting that the

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	specifications (e.g., Clause 7), feel overly prescriptive. This micromanagement limits how property owners and businesses can configure their spaces, infringing on their autonomy. Part 3 - Housing and General (Division 1 - Maintenance of Dwelling Houses): Clause 18 imposes strict maintenance standards for ventilation, lighting, and structural conditions. While public health matters, these rules reduce flexibility for homeowners, who should be free to maintain their properties as they choose unless there's a clear public nuisance or health risk. Part 4 - Waste Food and Refuse (Division 1 - Liquid Refuse and Liquid Waste): Regulations on liquid waste disposal and butchers' waste transport (Clauses 35-37) add unnecessary burdens on businesses. These could be simplified to protect health without stifling operations. Part 5 - Nuisances and General (Division 1 - Nuisances): The broad definition of "nuisances" and the enforcement powers (Clauses 46-48) risk government overreach. Property owners should manage their land freely unless their actions directly harm others.	regulations. For instance, require clean and accessible sanitation rather than dictating specifics, allowing owners to decide how to comply. Limit Government Powers: Restrict health officers' ability to intervene on private property. Any action should require clear evidence of a public health threat and adhere to due process, protecting property rights. Promote Voluntary Compliance: Use education and incentives—like tax breaks for adopting best practices—rather than fines. This encourages responsibility without coercion. Simplify Business Regulations: Streamline registration and approval processes, especially in Part 9 (Offensive Trades), to reduce bureaucracy and support entrepreneurship while addressing genuine health risks. Focus on Proven Risks: Narrow regulations to tackle specific, evidence-based public health threats, avoiding broad restrictions that limit freedom unnecessarily. These revisions would minimise government overreach, empower	Building Code does not impose ongoing obligations on property owners once the building is construction. The City will likely include some clauses dealing with minimum housing standards, particularly in respect of areas of significant public health concern. The City considers that clauses 35-37 are unnecessary and will look to remove them as part of its review of its health local law. The term 'nuisance' is not defined in the City's current health local law. It would take its ordinary legal definition. Being able to manage public nuisances is a key role of a local government and as such, nuisance powers will be retained in any future new health local law. The City also considers that the pest control divisions of its current health local law are too prescriptive, and will look to simplify these in any future health local law.

	Part 6 - Pest Control (Divisions 1-6): Requiring specific pest control measures (e.g., Clauses 55-70) for mosquitoes, rodents, and other pests feels like overreach into private property decisions. Owners should handle these issues independently unless they pose a proven public threat. Part 7 - Infectious Diseases (Division 1 - General Provisions): The authority given to health officers to inspect, disinfect, or destroy property (Clauses 72-77) lacks sufficient checks. This could lead to abuses of power without stronger protections for individual rights. Part 8 - Lodging Houses (Divisions 1-3): The extensive rules on construction, maintenance, and operation (Clauses 80-108) may deter small business owners and restrict housing options, clashing with free market principles. Part 9 - Offensive Trades (Divisions 1-6): Requiring consent, registration, and detailed operational rules (Clauses 110-148) creates barriers for entrepreneurs. These could hinder small businesses without clear justification tied to public health.	individuals and businesses, and maintain a balance between public health and personal liberty. I hope this feedback helps shape a more freedom-oriented Health Local Law.	Part 7 dealing with infectious diseases is largely obsolete due to the Public Health Act 2016. The City will look to remove this Part as part of its review of its health local law. Part 8 of the current local law dealing with lodging houses is important in regulating accommodation providers in the City, in the absence of any specific State legislation. The City will likely retain these clauses in any future health local law. Part 9 of the current local law dealing with offensive trades does not align with current State-level health policy, which has now adopted a 'guideline' approach to this industry. As a result, the City will likely remove this Part as part of its review of its health local law. The City wishes to advise that it too prefers an outcomes-based approach to regulation, as opposed to a performance-based approach. This principle will be applied when drafting any new health local law. Further, the

			City will be giving careful consideration to what it chooses to include in any future health local law, to ensure it focuses its efforts on the prevention of public nuisances and significant public health risks. Any enforcement powers included will be in accordance with law and only exercised legally. Further, the City will also review any approvals processes with a view to streamlining this process for the benefit of the City as well as the community.
4.	As I am unsure of the Health Laws it is difficult for me to know if I have any concerns.	Same answer as above.	Submission received.
5.	not at this stage no.	I am hoping to have talks in future with the council about new coffee/ food truck permanent spots in everyday local suburbs with adjacent fenced playground. I think there needs to be more flexibility and innovation of business. Particularly in suburbs like Yangebup which have old rundown infostructure that the owners refuse to upgrade.	Submission received.
6.	Yes, I think the document is lacking commitment from the council to manage larger perhaps hidden health issues such	There is no mention of air quality requirements in the Health local law, and no commitment from the council as to how	Submission received.

	as air quality, asbestos management and noise in cockburn. The document is too focused on residential and small business requirements, with no commitment from cockburn to improve via regulation known health hazards in the city.	it will manage air quality and the rules and regulations in place. I would like to see a stronger commitment to air quality from the council here, in such areas as wood fire burning, industrial air pollution and particles from highways. I recognise that the council will align with minimum standards in regards to air control, but other councils have implemented tougher laws to minimise and improve air quality from residential and commercial properties. The scope of the HLL document also appears to only be applicable to smaller businesses and residential and does not appear to have any management strategies for big polluters such as Cockburn Cement, this is concerning as the area is growing as a residential area and more people are exposed to bad air quality. Asbestos - No commitment from the council to remove/manage/monitor asbestos materials from dilapidated properties given in the current document, this is a public health issue in Cockburn with what appears to be very little enforcement or management of the issue.	Air quality, asbestos and noise issues are already regulated by State legislation. As a result, it is not necessary for these matters to be dealt with in a health local law. The City cannot make local laws which are inconsistent with State legislation.

		The council appears to have a relaxed attitude to asbestos management.	
7.	Complex when people are better informed to manage this.		Submission received.
8.	No	None	Submission received.
9.	The Laundry Section as it refers to next to kitchens and food storage requiring a full Door, not always viable in smaller dwellings.	Remove the section requiring no food to be stored in a laundry and a door fitted to the area.	Submission received. The City considers that these clauses are unnecessary and will look to remove them as part of its review of its health local law.
10.	Yes. No property should be allowed to create dust and odour issues to neighbouring properties. Rural areas rely on rain water and contaminants from neighbouring properties polluting water supplies should not be acceptable no matter the licences they hold.	Provision of air quality monitors to properties affected by neighbours pollutants.	Submission received. The Environmental Protection Act 1986 and associated Regulations already provide some level of regulation over dust and odour issues. The City cannot make laws which are inconsistent with State legislation. However, the City will give further consideration to these issues as part of its review of its health local law.
11.	Unsure	unsure	Submission received.
12.	Part 1 Division 2 para 16 Washing or Keeping of Clothes in a Kitchen	I would like this section relaxed or amended to only include soiled working clothing i.e. those used for landscaping, heavy industrial work or offensive trades.	Submission received. The City considers this clause is unnecessary and will look to remove

		For example, activities such as the hand washing of baby clothes in a tub located in a kitchen or placing a basket of washed clothes on the floor of the kitchen should not be an offence.	it as part of its review of its health local law.
13.	Use of pesticides: I would like the use of poisons used for rats to be controlled by law so that the only poisons that can be used are not harmful to the animals that may eat rodents such as owls and snakes.	Use of pesticides: I would like the use of poisons used for rats to be controlled by law so that the only poisons that can be used are not harmful to the animals that may eat rodents such as owls and snakes.	Submission received. The City cannot make local laws which are inconsistent with State or Federal legislation. As these pesticides are lawful, the City lacks the power to introduce such restrictions.

Written submissions		
#	**Submission**	**Response**
1.	Unfortunately there is too much graffiti around the place that's never cleaned off unless I report it. Don't the rangers driving around see it? Also would like to see the cars meeting up at phoenix shopping centre on Saturday nights banned from meeting up there and making a noise for 3 hrs on most Saturday nights.	Submission received. The Graffiti Management Act 2016 already provides for laws around illegal graffiti. If rangers see graffiti when they are outperforming their duties, they do take the necessary action which may include reporting it to the Police or organizing its removal where the graffiti is on public property or visible from private property. The City does not have the power to ban organised events on private property. However, if the event is causing excessive

		noise a complaint can be made to the City who will investigate. For further information, see the 'Construction, Commercial and Industrial Noise' page on the City's website.
2.	My responses relate to firstly LAUNDRY HANGING OFF BALCONIES IN APARTMENTS IN NORTH COOGEE SOUTH BEACH END on O'Connor close. There has been a huge increase in this. Some tenants who breach the strata body knowingly hang it on balconies in full view. Dreadful streetscape and view for those doing the right thing. Secondly the number of dogs in our estate. The excreting has seen a large increase as so many of the dogs are off lead. There has been a large increase in flies. This isn't a healthy environment.	Submission received. Breaches of any strata bylaws is not a matter for the City to investigate. This needs to be reported to the relevant Strata Company for action.

Are you aware of the current local laws or regulations regarding public health in your area?	
Survey Responses	
Yes	7
No	3
Unsure	3

Do you support the current Health Local Law as it currently is?	
Survey Responses	
Yes	2
No	5
Unsure	6

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Respondent Statistics

Suburb	
Survey Responses	
Aubin Grove	1
Beeliar	1
Coogee	1
Hamilton Hill	1
Lake Coogee	1
North Coogee	1
Spearwood	2
Success	2
Wattleup	1
Yangebup	2

What type of residence do you live in?	
Survey Responses	
Rural property	1
House (detached/standalone)	8
Unit	1
Townhouse/Terrace	0
Apartment	0
Mobile home	0
Other	0

If you are a business owner, what type of business do you own?	
Survey Responses	
Retail	0
Wholesale	0
Hospitality	1
Entertainment	0
Manufacturing	0
Construction	0
Transportation	1
Online/Commerce	0
Agriculture	0
Other: Consulting	1

Comment on Cockburn Statistics

City of Cockburn Local Laws Master Page

Type	
Visits to page	1,189
Online contributions	47 (13 Health and 34 Fencing)
Project followers	20
E-newsletter	
Recipients	11,136
Opens	6,374
Clicks	926
Top Traffic Channels	
Direct (this includes the e-news)	978
Website	104
Search engine	62
Social Media	45

City of Cockburn
Whadjuk Boodja

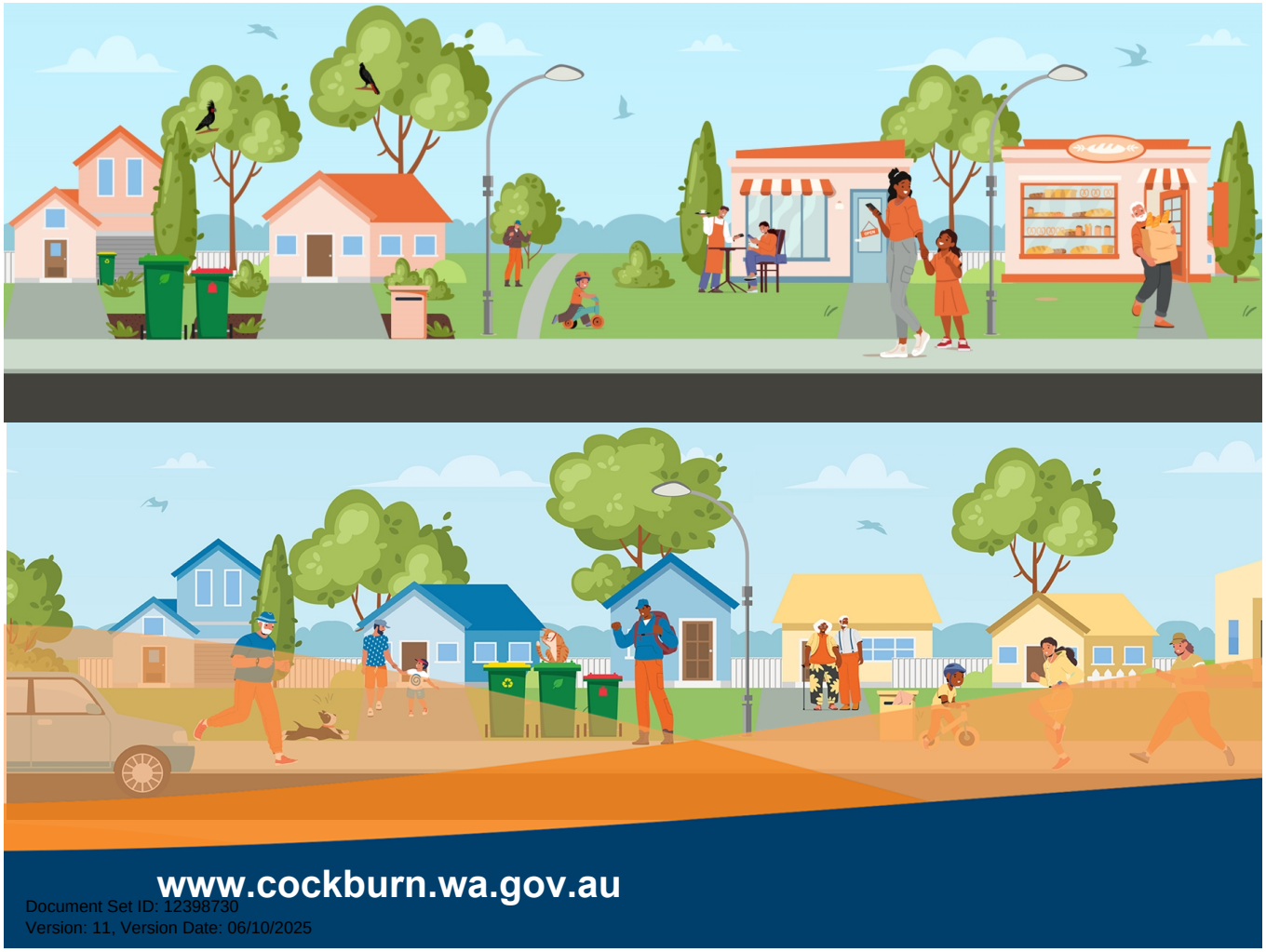
9 Coleville Crescent, Spearwood WA 6163,
PO Box 1215, Bibra Lake DC WA 6965
Telephone: 08 9411 3444
Email: Comment@cockburn.wa.gov.au
www.cockburn.wa.gov.au

ABN 27 471 341 209

Document Set ID: 12398758
Version: 9, Version Date: 20/10/2025

Submissions Received

City of Cockburn Local Laws
Fencing Local Law 2012



Document Set ID: 12398730
Version: 11, Version Date: 06/10/2025

Process

In accordance with Section 3.16 of the *Local Government Act 1995*, the City of Cockburn advertised their intention to review its *Fencing Local Law 2012*, with the intent of making minor amendments.

Between Monday 14 July 2025 and Friday 29 August 2025, the City invited participants to provide feedback in the following ways:

- Online survey
- Hard copy survey (available on request)
- In writing
- Phone call
- Email.

To raise awareness and encourage input, the City distributed the following communications about the project:

- Project page on the City's Comment on Cockburn website
- E-newsletter to all Comment on Cockburn e-newsletter subscribers (11,136)
- Notice and printed copy of the *Fencing Local Law 2012* available at the City's Main Administration Building, and Spearwood, Coolbellup, and Success Libraries
- Promotional tile on the main City of Cockburn website
- Social media via the City of Cockburn Facebook page (3,280 views, 28 link clicks, and 6 shares)
- Press advertising in Cockburn PerthNow and The Herald.

During the comment period, the email notifying subscribers of the submission period was opened by 6,374 people, and the master City of Cockburn Local Laws project page on the Comment on Cockburn website received 1,189 visits. 34 contributors provided comment on the Fencing Local Law via the online survey available in the project's subpage.

Document Set ID: 12398730
Version: 11, Version Date: 06/10/2025

Participant Responses

Responses are shown as received, and therefore some spelling and grammatical errors may exist.

	Do you have any concerns or issues with the current Fencing Local Law? If so, what sections?	What changes or additions, if any, would you like to see in the current Fencing Local Law?	
#	Submission	Submission	Response
1.	Unknown	If a neighbour damages a fence (ie, by having heavy vines growing on their side of the fence), they must repair at their own cost. Easily able to report via online submission to CoC.	Submission received. Damage to dividing fences and who is responsible for its cost is a private matter between the property owners and not something the City gets involved in. For further information on options, see the 'repairing an existing fence where damage is caused by a natural act or by one owner's actions' page on the Building and Energy website.
2.	I have fences that look like they are going to fall down and have no privacy. If the next door owners are refusing to pay half where does that leave me.	I think there should be someone form the council that comes out to see the repairs or privay / safety issues and give direction to both owners on what should be done and then both need to pay half.	Submission received. Repairs to dividing fences and who is responsible for its costs is a private matter between the

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	The law as copied from the dividing fences extract (below) state if it is in sufficient it should be installed and both parties pay. How do you get the money? then it costs the person time and money to try and get it from the owner that is refusing to pay. It is not fair for the party that needs the new fence due to them having ie, pets or children or has an issue with privacy. this needs to change. Sufficient fence Local governments may have local laws that prescribe what is a sufficient fence. If you want information on what type of fence is allowed in your area, contact your local government. A 'sufficient fence' is: • a fence prescribed by a local government law; or • a fence of any standard agreed upon by adjoining owners provided that it does not fall below the standard prescribed by the relevant local government law. Where no local law or no agreement is made, a sufficient fence is: • a substantial fence that is ordinarily capable of resisting the trespass of cattle and sheep; or		property owners and is not something the City gets involved in. For further information on options, see the 'Repairing an existing fence' page on the Building and Energy website.

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	• a fence determined by a Magistrates Court to be a sufficient fence. If you want to erect a dividing fence of a higher standard than a sufficient fence and cannot obtain the agreement of the adjoining owner, you may only claim half the cost of erecting and maintaining a sufficient fence. Dividing fences - a guide 3 Owners may decide what they want as long as it does not conflict with the local laws. If your local government does not have any local laws covering fences, you are still obliged to contribute a half share of the cost of constructing a sufficient fence. Checking out the type of fencing that has been erected in your area will give you a good guide as to what is accepted as the fencing standard.		
3.	I don't know what the local laws are but I would like to think I would not be restricted in the type of fencing I want.		Submission received. A fencing local law typically does set out the types of material as well as the height a dividing fence may be. This specificity is a requirement of the *Dividing Fences Act 1961.*
4.	N/A		Submission received.

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5.	With it being a State Government Act, does this slow down the mediation process?	Making it easier and more cost effective to replace shared dividing fences on properties	Submission received. A fencing local law does not have an impact on the mediation process provided for under the *Dividing Fences Act 1961*.
6.	Fences that are deliberately damaged by one party are required to be repaired/replaced at the expense of both parties jointly. Retaining walls that are built on the boundary, when needing repairs or replacement are deemed to be the responsibility of the lower property, regardless of which property altered the level of the land.	When a property owner or resident deliberately or through neglect damages a fence, they should be solely responsible for the repair and/or replacement of the fence. Retaining walls built on boundary lines should be the responsibility and mainenance of the property who altered the level of the land, not the lower property.	Submission received. Damage to dividing fences and who is responsible for its cost is a private matter between the property owners and not something the City gets involved in.

For further information on options, see the 'repairing an existing fence where damage is caused by a natural act or by one owner's actions' page on the Building and Energy website.

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A fencing local law does not deal with the regulation of retaining walls.			
7.	Yes, I have several concerns with the current Fencing Local Law, particularly from the perspective of property rights and individual freedom. The following sections are problematic: Part 2 - Sufficient Fences (Clauses 2.1, 2.2, and 2.3): The law mandates that only "sufficient fences" can be constructed and defines what constitutes a sufficient fence based on lot type (e.g., residential, commercial, rural). This restricts property owners' ability to choose fencing that suits their needs or aesthetic preferences. Additionally, the local government's power to determine what is "sufficient" (Clause 2.2(3)) grants excessive discretion, which could lead to arbitrary decisions. Part 3 - Fencing Materials and Maintenance (Clause 3.1): The law limits the materials that can be used for fencing on residential,	I propose the following changes: Reduce Restrictions on Fence Types and Materials: Amend Part 2 (Sufficient Fences): Allow property owners more flexibility in choosing fence designs and materials, provided they do not pose a direct safety hazard or infringe on neighbors' property rights. The law should focus on preventing harm rather than dictating aesthetics or specific standards. Revise Clause 3.1 (Fencing Materials): Remove the requirement for local government approval for materials not listed in Schedules 1 and 2. Instead, establish clear safety guidelines (e.g., no hazardous materials like broken glass) and allow property owners to use any materials that meet these basic criteria.	Submission received. A fencing local law typically does set out the types of material as well as the height a dividing fence may be. This specificity is a requirement of the *Dividing Fences Act 1961.* The local government retains the ability to determine what a 'sufficient fence' may be so that individual circumstances may be considered in very special cases. The City considers it appropriate that razor wire and electrified fences go through an approvals process to ensure community safety. The City is reviewing the approvals process as part of its review

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	commercial, and industrial lots to those specified in Schedules 1 and 2, unless approved by the local government. This infringes on property owners' rights to make decisions about their own land and could prevent the use of innovative or cost-effective materials. Part 4 - Electrified and Razor Wire Fences (Clauses 4.1 and 4.2): The requirement for permits to install electrified or razor wire fences, especially on non-rural lots, adds unnecessary bureaucracy. While safety is a legitimate concern, the current process is overly restrictive and could be streamlined to respect property owners' rights to secure their land. Part 5 - Enforcement (Clauses 5.1 and 5.2): The local government's broad powers to issue notices of breach and impose penalties for non-compliance (up to $5,000) seem disproportionate, especially for minor infractions. This could lead to overreach and discourage property owners from exercising their rights.	Simplify the Permit Process for Electrified and Razor Wire Fences: Streamline Part 4 (Electrified and Razor Wire Fences): Replace the permit system with a notification or registration process for electrified and razor wire fences. This would ensure the local government is aware of such installations for safety monitoring but reduce bureaucratic hurdles for property owners. Limit Permit Requirements: Permits should only be required in cases where the fence poses a clear risk to public safety (e.g., near public thoroughfares). For fences entirely within private property, property owners should have the freedom to install security measures without seeking permission. Limit Government Discretion and Enforcement Powers: Revise Clause 2.2(3): Remove or strictly limit the local government's power to determine what constitutes a "sufficient fence." Instead, rely on objective criteria	of the fencing local law to streamline it. The City considers the enforcement clauses to be appropriate. The general penalty of $5,000 mentioned in clause 5.2 is the maximum penalty that a Court may impose for a breach of the fencing local law on conviction. This amount is what is specified in the Local Government Act 1995 and local governments cannot change it. How much is ordered in any case is the decision of the relevant judge. The City does take a proportionate approach to enforcement, which ranges from verbal warnings at the lower end to prosecutions at the higher end. Which approach is taken in any particular situation is dependent on a number of

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		agreed upon by neighboring property owners or established in the law. Reduce Penalties in Part 5: Lower the maximum penalties for non-compliance and ensure that enforcement is focused on resolving disputes or addressing safety hazards rather than punishing minor infractions. Encourage mediation between neighbors before resorting to legal action. Encourage Private Agreements: Promote Voluntary Agreements: The law should encourage property owners to reach mutual agreements on fencing matters (as already noted in Clause 2.1(2)), but it should go further by providing templates or guidelines for such agreements to minimize disputes without government intervention. These changes would reduce unnecessary government intervention while still addressing legitimate concerns like safety and	factors, such as the seriousness of the conduct, potential harm to the community, whether the conduct was deliberate, whether the offender has taken responsibility for its actions and taken corrective measures, and any previous enforcement action. The *Dividing Fences Act 1961* already provides a mechanism for property owners to resolve fencing disputes. This process involves going to the Magistrates Court and various templates are available on the 'Dividing Fences' page on the Building and Energy website.

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		neighbor disputes. They would empower property owners to make decisions about their land while ensuring that individual rights are respected.	
8.	As someone who has had to undergo a process regarding a fence (not within the City of Cockburn), I felt the process was long-winded and could potentially progress quicker if the local government concerned got involved. LGS may have a better understanding of the area/suburb.	I can only comment based on my own experiences and I would say there needs to be more flexibility around the law. Homes are individual to people and often people like their homes to reflect what they like. Fences are one of those things that are not only rigid in nature but in policy too.	Submission received. Dividing fences disputes are a private matter between property owners and not something the City gets involved in. Guidance is however provided by Building and Energy who hold responsibility for the Dividing Fences Act 1961. Information is available on their website here.
9.	I Find it laughable that this council now asks rate payers about fencing laws, when the Council itself, constructs unsafe barriers around Bibra Lake! which has been reported, and ignored!	Have a Minimum for Barriers and Fences, Not just dropping tree trunks as barriers, like this council has done!	Submission received.
10.	The councils should intervene when requested only. and not start some	the council should take seriously any complaint regarding	Submission received.

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	fencing inspection service to be able to generate revenue.	overloading fencing with soil. i have seen many properties through my building company where neighbours have raised garden beds against colour bond fences which cause rusting and overloading. also trees causing damage to fencing. many property owners dont care about the other side and only what they see on their side of the fence	Dividing fences disputes are a private matter between property owners and not something the City gets involved in. Guidance is however provided by Building and Energy who hold responsibility for the Dividing Fences Act 1961. Information is available on their website here.
11.	I dont think the City needs to involve themselves in disputes over dividing fences. Leave it to the State legislation.	I would like to see the city have the power to remove advertising signs attached to private residential fences that face the road with the exception of a period around local council, state and federal elections. And if the city already has this power then it should be used.	Submission received. The City has a Local Planning Policy – Signs & Advertising to ensure that the display of signs and advertisements on properties does not adversely impact upon the amenity of the area while providing appropriate exposure of activities or services. Please see Signs and Advertising - City of Cockburn for further information.

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12.	I have a vague understanding of some of the Fencing Laws but not enough to know if i have any concerns.	Unsure.	Submission received.
13.	none at all. I think its all fairly reasonable	I had trouble with small claims from a neighbour who refused to pay for a fence and pocketed her insurance money. The claims process is grueling.	Submission received.
14.	front to be higher without need for council permission or building permit at current level a child is not secure if need be. should be swimming pool fence Hight if needed. should be able to choose a portion to be non see through as some people would like to make front yard more like a back yard.	as above front fence to be same height as back fence or swimming pool fence without approval OR building permit. Able to have at least half non see-through at front of house	Submission received. The fencing local law does not provide standards around front fencing. This is typically provided as part of the planning framework i.e., through the R-Codes or Planning Policy.
15.	Fences are too low	Ability to put in a slightly higher fence ~ around 2.1m so my neighbour and I don't look into each others living rooms	Submission received. The City will be reviewing the height requirements of dividing fences as part of its review of the fencing local law.
16.	Yes	Planting of trees should be restricted to prevent larger trees growing into fence and causing	Submission received.

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		damage leading to disputes between neighbours. For example, trees should not be allowed to be planted where they are likely to grow across the Dividing fence lines.	Rules around the planting of trees and potential impacts on fences are not being reviewed as part of the City's review of its fencing local law. The Dividing Fences Act 1961 does already provide a process for where there is damage to a fence due to the actions by one property owner. See the 'repairing an existing fence where damage is caused by a natural act or by one owner's actions' page on the Building and Energy website.
17.	No	None	Submission received.
18.	Allowing the city to intervene sooner to indicate to the parties involved what they are obligated to do would alleviate tension early on	More ability for council to provide assistance to residents	Submission received. Dividing fences disputes are a private matter between property owners and not something the City gets involved in.
19.	No Concerns	No Changes	Submission received.

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20.	The concern is the law as it stands does not give power to the council to handle disputes, that is a problem. The law and means to resolution needs to be less difficult and a path to reasonable and quicker and simpler resolution made better.	The fence between properties should be between 2m and 2.5m high, provided this is agreed in writing by both property owners at the time of installation. The current fence is 2m high, with an additional 200mm semi-transparent extension. The extension is a secondary fence has been erected by the neighbouring tenant, not physically connected to the original fence but differing in style. This inconsistency now creates an unsightly visual impact. There is currently no legal provision requiring renters to obtain written consent from both property owners before installing such structures, nor any process for compelling removal. Tenants should not be permitted to install de facto fencing without the express written permission of both owners. The regulations and legal framework should be amended to include such provisions, and these changes should apply retrospectively to maintain consistency and protect	Submission received. Dividing fences disputes (including those related to alterations without a neighbour's consent) are a private matter between property owners and not something the City gets involved in. The City will be reviewing the height requirements of dividing fences as part of its review of the fencing local law. Rules around alterations to property by a tenant are provided for in tenancy legislation and in tenancy agreements. Further, the Dividing Fences Act 1961 already provides a process for the approval or dividing fences (and alterations to dividing fences). It is not appropriate for this to be

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		property aesthetics as it undermines the understood intent of the law.	dealt with in a fencing local law.
21.	No	Allowance for mesh fencing in rural areas.	Submission received. The City will be reviewing the material requirements of dividing fences as part of its review of the fencing local law.
22.	WA	some sort of avenue for support or mediation from the local council also some ways to subsidise removal and replacement of asbestos fencing	Submission received. Dividing fences disputes are a private matter between property owners and not something the City gets involved in.
23.	Design and materials for dividing fences on rural properties including the use of barbed wire	Grandfathering of any existing boundary fences regardless of condition or construction. There is a large number of properties within that have existing fences that have been in place for a long time.	Submission received. If the City repeals its current fencing local law, to replace it with a new fencing local law with different material requirements, then a grandfather clause will be included.

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		A large portion of these are three wire split Jarrah fences but do not comply with the existing laws. Some contain barbed wire, or are in various state of repair. There should be no requirement for owners of existing properties where fences such as these exist to replace or repair fencing in line with the laws. In the majority of cases some of these fences have been in place for many years since before the laws were introduced and in some cases prior to the existing owners. Additionally should there be an inspection or work notice regarding one of these fences, there should not be a requirement for land owners to bear the costs. Any repairs or modifications to these types of fences should be at the discretion of the landowner and limited to only those sections requiring repair or modification. I.e	

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		if a 200m section of fence needs repair, the owner may decide to fix the existing non compliant fence section only. Should fencing need to be replaced, or new fencing constructed, it should be in line with current laws.	
24.	No		Submission received.
25.	No issues	None. I don't think local government is the correct level to deal with these issues	Submission received.
26.	To keep within the culture and identity of the suburb, I think that in most metro suburbs certain fencing should be forbidden like Super 6 fencing for front and back yards and colourbond fencing for frontage of front yards. I also think the fencing at the front boundary should be encouraged to be see-through and low, to encourage see see-through to the street to help with community safety and possetive community connection. It should be encouraged and perhaps subsidized to use natural material or life plants to create fencing to enhance the natural and	As above plus; Cat owners need to be forced to enclose their gardens to stop their cats eliminating our native animals and birds.	Submission received. The fencing local law does not provide standards around front fencing. This is typically provided as part of the planning framework i.e., through the R-Codes or Planning Policy. Laws around cat containment are not being considered as part of the City's review of its fencing local law.

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	aestatic beauty of the suburbs as well as insects and birds. Cat owners need to be forced to enclose their gardens to stop their cats eliminating our native animals and birds.		
27.	No	Fences be constructed to permit movement of small native wildlife such as goannas or quendas.	Submission received. The City will be reviewing the height and material requirements of dividing fences as part of its review of the fencing local law.
28.	Yes, schedule 3 , rural fencing	Ecological Connectivity and Wildlife Safety Fencing must be designed to allow native wildlife to move freely between rural properties. Permeable fencing supports critical ecological functions such as nesting, foraging, accessing water sources, and maintaining natural territorial patterns. Solid or impermeable fencing disrupts these processes and contributes to habitat fragmentation. Fences should not exceed 1800mm in height to ensure that kangaroos	Submission received. The City will be reviewing the height and material requirements of dividing fences as part of its review of the fencing local law. The local government retains the ability to determine what a ‘sufficient fence’ may be so that individual circumstances may be considered in very special cases.

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		and other native species can safely navigate the landscape. Excessive height creates barriers that restrict wildlife movement and increase the risk of injury or entrapment. Fire Safety and Emergency Access In bushfire-prone areas, fencing should be constructed using wire only. Wire fencing allows emergency services to cut through if needed for fire suppression or evacuation and provides a safer exit route for residents and wildlife. Solid metal fencing poses risks due to heat conduction and structural hazards during fire events. Visual Harmony and Rural Character Fencing should be sympathetic to the surrounding rural landscape. Materials, colours, and styles should reflect the natural environment and preserve the visual character of the area. Urban or industrial fencing styles detract from the rural aesthetic and community identity. Planning Integrity, Loophole Prevention, and Neighbour Rights	If the City repeals its current fencing local law, to replace it with a new fencing local law with different material requirements, then a grandfather clause will be included. This provides that any fence lawfully erected under the repealed fencing local law is a sufficient fence. This is aligned with legislative standards.

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		The current permit process allows residents to request exemptions from Schedule 3 fencing standards, including higher or solid fencing. This creates a loophole that undermines the intent of the local law and opens the door to inappropriate land use, such as illegal commercial or industrial activities in rural zones. To preserve planning integrity: No exemptions should be granted that compromise wildlife movement or bushfire safety. Neighbouring property owners should have the right to object to any fencing proposal that exceeds standard specifications or alters the rural character of the area. Transparent criteria should be published for when and why a fencing exemption may be considered. Retrospective Compliance and Environmental Impact I recommend that any solid or non-compliant fencing installed be reviewed and, where necessary, modified to meet wildlife	

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		permeability and bushfire safety standards. This will help restore ecological connectivity and reduce risks in vulnerable areas. Additionally, metal fencing contributes to urban heat island effects, particularly during peak summer periods. This negatively impacts both human comfort and local biodiversity and should be discouraged in rural settings.	
29.	It does not specify that asbestos should be replaced rather than repaired.	Advise that when any deterioration or breakage of an asbestos fence occurs it should not be repaired, but totally replaced.	Submission received. Repairs to dividing fences and who is responsible for its costs is a private matter between the property owners and is not something the City gets involved in.

For further information on options, see the 'Repairing an existing fence' page on the Building and Energy website.			
30.	Schedule 3	Dear City of Cockburn Planning Team,	Submission received. Submission received.

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		I am writing to provide feedback on the rural fencing guidelines, schedule 3, as they pertain to properties within bushfire-prone and ecologically sensitive areas of the City of Cockburn. I respectfully submit the following comments for consideration: Wildlife Permeability Fencing should be permeable to facilitate native wildlife corridors that enable animals to move freely between rural properties and between reserves. This is essential for nesting, foraging, accessing water sources, and maintaining natural territorial patterns. Solid or impermeable fencing disrupts these ecological processes. Wire-Only Construction in Bushfire Zones In bushfire-prone areas, fencing should be constructed using wire only. This allows emergency services, such as the fire brigade, to cut through fencing if needed for fire suppression or evacuation. Wire fencing also serves as a safer exit route in emergencies.	The City will be reviewing the height and material requirements of dividing fences as part of its review of the fencing local law. The local government retains the ability to determine what a 'sufficient fence' may be so that individual circumstances may be considered in very special cases. If the City repeals its current fencing local law, to replace it with a new fencing local law with different material requirements, then a grandfather clause will be included. This provides that any fence lawfully erected under the repealed fencing local law is a sufficient fence. This is aligned with legislative standards.

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		Height Restrictions for Wildlife Safety Rural fences should not exceed 1200 mm in height to ensure that kangaroos and other native species can safely navigate the landscape. Excessive height creates barriers that restrict wildlife movement and increase the risk of injury. Avoidance of Steel and Solid Fencing Super six fibre cement, steel, and solid metal fencing are not conducive to wildlife safety and poses risks during bushfires due to heat conduction and structural hazards. They should not be permitted. Visual Harmony with Surroundings Fencing should be designed to be sympathetic to the surrounding rural landscape. Materials, colours, and styles should reflect the natural environment and preserve the visual character of the area. Overly urban or industrial fencing styles detract from the rural aesthetic and community identity. Planning Integrity and Compliance	

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		The City should ensure that no planning loopholes exist that allow circumvention of rural fencing rules. Higher or solid fencing may facilitate inappropriate land use, including illegal commercial or industrial activities in rural zones. Environmental Impact of Metal Fencing Metal fencing contributes to urban heat island effects, particularly during peak summer periods. This negatively impacts both human comfort and local biodiversity. Thank you for considering this feedback in your ongoing review of local laws and planning processes. Kind regards, Banjup Residents Group	
31.	None at the moment		Submission received.
32.	I feel that the Fencing law on permeability for front fences is too low at 1.2m and there is no clear reasoning in this law why this is in place. I feel that this should be increased to 1.5m so that properties that want to use the front part of their property have	Change the front fence permeability law so that front fences must remain visually permeable above 1.5 m instead of the current 1.2m	Submission received. The fencing local law does not provide standards around front fencing. This is typically provided as part of the planning framework i.e.,

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	increased sound-proofing and privacy. There are numerous roads that have significant road noise which would not be consider a traffic arterial road. A taller solid fence would assist with improved noise management. Additionally it does not appear that this law is well regulated when looking at the various front property fences within this council area. Lastly, there is a stray cat issue within the city of Cockburn, having the potential to install taller solid fences may assist with deterring the movements of some of these cats.		through the R-Codes or Planning Policy.
33.	2.1; 2.2 1(e); schedule 3	While schedule 3 is fine as it is, the local fencing law ought not to permit the use of solid fences around the entire property boundary of rural properties (they could however, be permitted around the building envelope of a building). Solid fences that demarcate the entire rural property boundary affect the rural amenity and character of a rural area very negatively, as well	Submission received. The City will be reviewing the material requirements of dividing fences as part of its review of the fencing local law.

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		as prevent some wildlife, such as bandicoots, snakes, some types of reptiles, and other animals, from moving across the rural landscape, and can have a significant impact on species in already highly fragmented populations. In addition, solid fences that demarcate the entire rural property's boundary can pose a significant risk in case of fire by preventing easy escape (of humans and wildlife), especially where there is only one entrance/exit to the property that is gated.	
34.	Yes	It could be more explicit throughout the document that if one lives in a rural zoned area, the boundary fence should suit and preserve the rural character of the area. Solid fences, such as those constructed from Colorbond around the entire boundary of a rural property, a) do not suit and preserve the rural character of an area and, if more owners constructed these, it will gradually degrade the area (making them look more like compounds), b)	Submission received. The City will be reviewing the material requirements of dividing fences as part of its review of the fencing local law.

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		wildlife such as quenda, bungarras, and bobtails, cannot move through these fences and across bushland areas, limiting their habitat and foraging opportunities, increasing risk of predation by cats, increases fragmentation and breaks the biodiversity corridors that we are all trying to create and protect across Cockburn.	

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Are you aware of the current local laws or regulations regarding fencing in your area?	
Survey Responses	
Yes	23
No	7
Unsure	4

Do you support the current Fencing Local Law as it currently is?	
Survey Responses	
Yes	7
No	14
Unsure	13

Respondent Statistics

Suburb	
Survey Responses	
Atwell	1
Aubin Grove	2
Banjup	3
Beeliar	4
Bibra Lake	1
Coolbellup	1
Hamilton Hill	1
Hammond Park	3
Jandakot	1
Lake Coogee	1
North Coogee	1
North Lake	1
South Lake	3
Spearwood	2
Success	3
Wattleup	1
Yangebup	5

What type of residence do you live in?	
Survey Responses	
Rural property	6
House (detached/standalone)	26
Unit	0
Townhouse/Terrace	1
Apartment	0
Mobile home	0
Other	0

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Comment on Cockburn Statistics

City of Cockburn Local Laws Master Page

Type	
Visits to page	1,189
Online contributions	47 (34 Fencing and 13 Health)
Project followers	20
E-newsletter	
Recipients	11,136
Opens	6,374
Clicks	926
Top Traffic Channels	
Direct (this includes the e-news)	978
Website	104
Search engine	62
Social Media	45

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City of Cockburn
Whadjuk Boodja

9 Coleville Crescent, Spearwood WA 6163,
PO Box 1215, Bibra Lake DC WA 6965
Telephone: 08 9411 3444
Email: Comment@cockburn.wa.gov.au
www.cockburn.wa.gov.au

ABN 27 471 341 209

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15.1.7 Proposed New City of Cockburn Health and Nuisances Local Law 2026

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Proposed City of Cockburn Health and Nuisances Local Law 2026 ⇩

Officer Recommendation
The Committee recommends Council:

(1) PROPOSES to make the City of Cockburn Health and Nuisances Local Law 2026 with the following purpose and effect:
   1. the purpose of the proposed local law is to provide for the regulation, control and management of particular activities that may adversely affect public health or otherwise cause a nuisance; and
   2. the effect of the proposed local law is that obligations are imposed on owners and occupiers of land to control and manage particular activities, which must be complied with.

(2) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Health and Nuisances Local Law 2026 by:
   1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
   2. giving a copy of the local public notice and the City of Cockburn Health and Nuisances Local Law 2026 to the Departmental CEO of the Department of Local Government and the Chief Executive Officer of the Department of Health, in accordance with section 3.12(3)(b) of the Act; and
   3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Health and Nuisances Local Law 2026, in accordance with section 3.12(4) of the Act.

Committee Recommendation
That Council:

(1) NOTES the review of the City of Cockburn Health Local Laws 2000, presented to Council as a separate item in this Agenda;

(2) PROPOSES to make the City of Cockburn Health and Nuisances Local Law 2026 with the following purpose and effect:
1. the purpose of the proposed local law is to provide for the regulation, control and management of particular activities that may adversely affect public health or otherwise cause a nuisance
2. the effect of the proposed local law is that obligations are imposed on owners and occupiers of land to control and manage particular activities, which must be complied with; and

(3) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Health and

Nuisances Local Law 2026 by:
1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
2. giving a copy of the local public notice and the City of Cockburn Health and Nuisances Local Law 2026 to the Departmental CEO of the Department of Local Government and the Chief Executive Officer of the Department of Health, in accordance with section 3.12(3)(b) of the Act; and
3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Health and Nuisances Local Law 2026, in accordance with section 3.12(4) of the Act.

Background

At the 8 July 2025 Ordinary Meeting of Council, Council received and noted an update and project plan for the review of the City of Cockburn local laws. This follows a protracted local law review process, which originally commenced in 2022.

This update and project plan informed Council that the City was progressing with the local law review, and that external legal advisors had been engaged to draft a new suite of local laws, which would be workshopped with Elected Members in July and subsequently presented to the November 2025 Governance Committee meeting for consideration and referral to Council for approval to commence the lawmaking process.

In accordance with the local law project plan, City officers presented a suite of new proposed local laws to Council at an Elected Member Briefing Session in September, which included a new proposed Health and Nuisances Local Law.

This report presents the proposed City of Cockburn Health and Nuisances Local Law 2026 to Council for the purposes of commencing the lawmaking process under section 3.16, which involves a six-week public comment period as well as seeking feedback from the Department of Local Government and the Department of Health, before bringing back to Council a report on any submissions as well as the final proposed City of Cockburn Health and Nuisances Local Law 2026 for adoption by Council.

Submission

N/A

Report

The City of Cockburn Health Local Laws 2000 (Health Local Laws) was adopted by Council on 12 August 2000. Since then, it has been amended two times, in 2012 and 2013.

The City's current Health Local Laws is made under the Health (Miscellaneous Provisions) Act 1911, which is being progressively repealed as part of implementation of the Public Health Act 2016. The Public Health Act 2016 does not provide a lawmaking power to local governments, so all future health local laws will need to be made under the Local Government Act 1995 (the Act).

To review the current Health Local Laws, a working group comprising of staff from the City's public health, emergency management, environment, and governance/legal teams was convened. Recent examples of health and nuisances local laws from other comparable local governments were reviewed.

The working group also gave serious consideration to the types of things the City wishes to regulate via a Health and Nuisances Local Law. This was informed by principles of right-touch regulation, which recognises that regulation should be:

- effective in addressing the harm/risk/problem the local law is directed to
- cost effective – regulation comes with both a compliance burden for those subject to it as well as for the local government to administer and enforce it
- proportionate to the harm/risk/problem the local law is directed to
- flexible to accommodate changes in external factors – such as technology and community views
- consistent and streamlined across all levels of government to avoid unnecessary overlap and duplication
- clear and easily understood by the community
- appropriately administered and implemented; and
- regularly reviewed to ensure it is still appropriate and effective.

This review informed drafting instructions for the external legal advisors, who prepared a new Health and Nuisances Local Law. The proposed Health and Nuisances Local Law not only replaces part of the City's Health Local Laws, but also replaces Part 5, Divisions 1-5 of the City of Cockburn (Local Government Act) Local Laws 2000 (Consolidated Local Laws) dealing with 'dangerous and offensive things'.

In summary, key changes when comparing the proposed City of Cockburn Health and Nuisances Local Law 2026 to the current Health Local Laws and Consolidated Local Laws are:

- new clause prohibiting the burning of rubbish, refuse or other material listed in a Schedule to the law, unless approved by the local government or permitted under a written law
- introduction of a clause prohibiting the emission or reflection of light, or the use of exterior lightning which creates a nuisance. This replaces the current clause which requires outdoor lighting to comply with the AS
- simplification of the clauses to do with removal of refuse and disused materials and removal of unsightly growth or vegetation to simply provide that this must not be done
- introduction of clauses requiring stormwater and liquid waste to be contained on the land. Failure to comply will allow the City to issue a notice

- simplification and alignment of the dust/sand management plan application process so it aligns with other local laws
- simplification of the disposal of liquid waste provisions to simply provide that liquid waste may only be disposed of onsite in a manner approved by the local government, or offsite if at a facility or place authorised under a written law to accept and/treat the liquid waste. Failure to comply will allow the City to issue a notice
- simplification of the mosquito provisions to simply require an owner or occupier to keep land free of water that is or may become a breeding place for mosquitoes, and to take other measures that are adequate and reasonable to ensure that the land does not become a breeding place for mosquitoes. Failure to comply will allow the City to give a direction
- simplification of the fly provisions to simply require an owner or occupier to keep land free of waste food or other matter that is or may become a breeding place for flies, and to take other measures that are adequate and reasonable to ensure that the land does not become a breeding place for flies. Failure to comply will allow the City to give a direction
- simplification of the rodent and cockroach provisions to simply require an owner or occupier to take adequate and reasonable measures to keep land free from rodents and cockroaches and prevent rodent and cockroach breeding. Failure to comply will allow the City to give a direction
- simplification of the anthropod vector of disease provisions to simply require an owner or occupier to take adequate and reasonable measures to keep land and persons on the land free from anthropod vectors of disease. Failure to comply will allow the City to give a direction
- introduction of a clause providing that a person must not feed or permit the feeding of any uncaged bird in a way that causes a nuisance. Failure to comply will allow the City to give a direction
- introduction of a clause requiring an owner or occupier of land to ensure pigeons do not nest or perch on the land. Failure to comply will allow the City to give a direction
- standardisation of the ‘Enforcement’ section, so it aligns with other local laws
- addition of a Schedule for modified penalties. An increased ‘subsequent penalty’ for all offences has also been added so larger infringements can be issued to repeat offenders.

The City does not propose to carry over the following clauses from the current Health Local Laws to the proposed City of Cockburn Health and Nuisances Local Law 2026, as it considers they are unnecessary or already regulated by State legislation:

- clauses 8-9 dealing with outdoor festivals and toilets – these requirements are already regulated by the Public Building regulations
- clauses 11-13 dealing with public toilets
- clause 16 dealing with washing or keeping of clothes in kitchen
- Part 3, Div 4 dealing with second-hand furniture, bedding and clothing
- Part 3, Div 5 dealing with morgues
- Part 4, Div 2 dealing with butchers’ waste

- Part 5 dealing with cleanliness of public vehicles, transportation, use and storage of offal and blood, and the use, storage and dispatch of fertiliser
- Part 4, Divs 4 and 5 dealing with Argentine Ants and European Wasps
- Part 7– Infectious Diseases – this is the realm of the Health Department
- Part 9 – Offensive Trades – this is now regulated by Health Department guidelines.

The proposed City of Cockburn Health and Nuisances Local Law 2026 will not repeal the current Health Local Laws in its entirety. The current Health Local Laws will be retained to deal with minimum housing standards, public buildings and lodging houses.

The reason for this is due considerable uncertainty about the role of local laws when it comes to regulating these matters moving forward. A number of public health matters which were previously regulated by the Health (Miscellaneous Provisions) Act 1911 have been repealed and replaced with public health guidelines. Some have been repealed without replacement. Plans for the rest of the Regulations which have yet to be repealed, have not been clearly communicated to local governments.

These matters are currently regulated by Regulations made under the Health (Miscellaneous Provisions) Act 1911, as well as the City's current Health Local Laws. The City is of the view that these matters should be the subject of Regulations as the approach should be consistent across the State. It is not clear whether this will occur.

As such, the City is proposing to retain the City's current Health Local Laws to deal with these matters, until clarity is provided by the Department of Health. The City did not want to expend staff time and resources reviewing and updating these clauses if they are to be replaced by Regulations.

A further challenge as a result of local governments having to make local laws under the Act as opposed to the Health (Miscellaneous Provisions) Act 1911, is enforcement. The powers provided to local governments under the Health (Miscellaneous Provisions) Act 1911 are broader than that provided under the Act.

Under the Health (Miscellaneous Provisions) Act 1911, any expenses incurred by a local government as a result of any breach or non-observance of a local law, or incurred as a result of undertaking work in default of the owner, may be recovered as a debt from the owner and until such time as it is paid, is a charge upon the land.

Local governments do not have the power to charge land, in absence of an agreement, as a result of a breach of a local law. While local governments have the power to issue notices to undertaken certain action, the Joint Standing Committee on Delegated Legislation (JSCDL) has tended to strictly construe these powers, and has commented to the effect that a local government's powers to do so are limited to the matters set out in Schedule 3.1 of the Act.

There is no clear resolution to this challenge. The proposed City of Cockburn Health and Nuisances Local Law 2026 provides for notice powers where it concerns a matter set out in Schedule 3.1, or there is evidence that the JSCDL has permitted

such clauses previously. Otherwise, it makes use of ‘directions’ powers, noting that if a person does not comply, the only option would be prosecution.

To adopt the proposed City of Cockburn Health and Nuisances Local Law 2026, as per section 3.12 of the Act, Council needs to give notice of the purpose and effect of the proposed City of Cockburn Health and Nuisances Local Law 2026 at a Council meeting, which will initiate a 6-week public comment process.

Following consultation, the City will consider any submissions received and, where appropriate, make changes to the local law in response to the submissions. If any changes are made, and they are not significant, the as-amended City of Cockburn Health and Nuisances Local Law 2026 will be presented to Council for adoption. If any changes are made, and they are significant, the as-amended City of Cockburn Health and Nuisances Local Law 2026 will still be presented to Council, but for the purposes of restarting the process in section 3.12, in accordance with section 3.13 of the Act.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no significant budget implications arising from the recommendations of this report. Costs will be incurred in the advertising of the public submission period, but these costs can be met under the existing budget.

Legal Implications

To make a local law, local governments must follow the procedure prescribed in section 3.12 of the Act. A failure to follow the procedure will likely result in the local law being disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL).

While local governments have broad powers to make local laws under section 3.12 of the Act, this power is not plenary. The power must be exercised “reasonably and proportionately”. Local laws must also be “necessary or convenient” for the “good government of the district”. They must not go “beyond the accepted notions of local government”. They must not be inconsistent with State legislation, nor should they seek to introduce significant new policy or fundamental changes to policy, which is properly a matter for the State.

Local laws infringing on these principles will likely be disallowed by the JSCDL.

Community Consultation

In accordance with section 3.12(3)(a) of the Act, the City will invite submissions from the community on the proposed City of Cockburn Health and Nuisances Local Law 2026, as drafted, for a period of at least 42 clear days. These submissions and any proposed changes to the City of Cockburn Health and Nuisances Local Law 2026 in response to these submissions will be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The City has engaged external legal advisors to largely draft the proposed City of Cockburn Health and Nuisances Local Law 2026, to ensure it is reasonable, proportionate and within power.

There will be a moderate to substantial level of risk if Council were to amend the proposed City of Cockburn Health and Nuisances Local Law 2026 in such a way that it is no longer reasonable, proportionate or within power. This is because the JSCDL will likely disallow it. This will result in sunk costs and time associated with the lawmaking process to date, as well as additional costs to re-commence the lawmaking process with a compliant local law. It will also delay the implementation of a modern health and nuisances local law which responds to the needs of the community and the City.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Health and Nuisances Local Law 2026

City of Cockburn

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Health and Nuisances Local Law 2026

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LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Health and Nuisances Local Law 2026

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Cockburn resolved on ..... to make the following local law.

Part 1 - Preliminary

1.1 Title

This is the *City of Cockburn Health and Nuisances Local Law 2026*.

1.2 Commencement

This local law comes into operation 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Amendments

(1) The *City of Cockburn Health Local Laws 2000* is amended by deleting -

(a) Part 2, Div 1, clauses 5, 8-9, 11-13;

(b) Part 2, Div 2, clause 16;

(c) Part 3, Div 3, clauses 26-27;

(d) Part 3, Divisions 4-5;

(e) Parts 4-7; and

(f) Part 9.

(2) The *City of Cockburn (Local Government Act) Local Laws 2000* is amended by deleting Part V, Divisions 1-5.

1.5 Interpretation

(1) In this local law -

Act means the *Local Government Act 1995;*

applicant means a person who makes an application for a permit under this local law;

approval for subdivision means an approval for subdivision under Part 10 of the Planning and Development Act 2005;

approved means approved by the local government;

authorised person means a person appointed by the CEO under section 9.10(2) of the Act to perform any of the functions of an authorised person under this local law;

CEO means the Chief Executive Officer of the local government;

development application has the meaning in the *Planning and Development Act 2005*;

district means the district of the local government;

dust means any visible granular or particulate material which has or has the potential to become airborne and includes organic and non-organic matter and sand, but does not include smoke;

land includes premises on the land;

liquid waste means waste from any process or activity, whether useful or useless, that is in liquid form and includes paint, fuel, grease, fat, oil, degreaser solvent, detergent, chemical, animal waste, food waste, backwash from a swimming pool or spa filtration system, effluent and all discharges of liquid to land, air or water that are not otherwise authorised by a written law but does not include uncontaminated stormwater;

local government means the City of Cockburn;

local planning scheme means a local planning scheme of the local government made under the *Planning and Development Act 2005;*

nuisance means -

(a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of land; or

(c) interference which causes material damage to land or other property on the land affected by the interference;

occupier has the meaning in the Act, but does not include the local government;

owner has the meaning in the Act;

prescribed offence has the meaning in clause 7.5;

pigeon means those birds that are classified within the family Columbidae but does not include doves;

Regulations means the *Local Government (Functions and General) Regulations 1996*;

refuse includes bricks, lime, cement, concrete, rubble, stones, iron, timber, tiles, bags, plastics, ashes, vegetation, wood or metal shavings, sawdust, and waste food, and includes any broken, used, derelict or discarded matter whatsoever, whether of the same type as or a different type from, those mentioned here;

Schedule means a schedule to this local law;

stormwater, in relation to a site, means naturally occurring water that results from rainfall on or around the site, or water flowing onto the site; and

street means a highway, thoroughfare or land used for vehicular or pedestrian traffic, and includes all the land lying between property lines, including the verge and path.

(2) A term that is used in this local law and is not defined has the meaning in the Act.

(3) Where in this local law, a duty or liability is imposed on an ***owner or occupier*** the duty or liability is taken to be imposed jointly and severally on each of the owner or occupier.

(4) If, under this local law in relation to any land, an act is required to be done or is prohibited, the owner or occupier of the land has, unless the contrary intent appears, the duty of causing to be done the act so required to be done, or of preventing from being done the prohibited act, as the case may be.

(5) This local law is subject to sections 3.25 and 3.27 and Schedules 3.1 and 3.2 of the Act and any powers of entry exercised by this local government under this local law is subject to Subdivision 3 of Division 3 of Part 3 of the Act.

(6) A reference to a fee or charge is to a fee or charge determined and imposed by the local government under sections 6.16 to 6.19 of the Act.

Part 2 - Nuisances

Division 1 - General prohibitions

2.1 Burning rubbish, refuse or other material

(1) An owner or occupier of land must not set fire to, or cause to be set on fire, any rubbish, refuse or other material listed in Schedule 2 on the land, unless approved under a written law.

(2) Subclause (1) does not apply to any barbeque, solid fuel water heater, space heater or ovens fired with dry paper, dry wood, synthetic charcoal or charcoal type fuel.

2.2 Escape of smoke, fumes, odours and other emissions

An owner or occupier of land must take adequate and reasonable measures to prevent the escape of smoke, fumes or odours from the land in such quantity or of such a nature as to cause or to be a nuisance to any person, unless that owner or occupier has approval under a written law that permits the escape of smoke, fumes or odours from the land.

2.3 Fibreglassing and spray painting

(1) A person must not, without the prior written approval of the local government -

(a) apply, use, manufacture or repair fibre reinforced plastics or resins; or

(b) engage in spray painting,

on any land that is zoned Residential, Rural or Resource under a local planning scheme.

(2) A written approval under subclause (1) may be given subject to conditions.

(3) A person to whom written approval is given must comply with any conditions imposed on the approval.

2.4 Emission or reflection of light

(1) An owner or occupier of land must not -

(a) permit artificial light to be emitted or reflected from any thing on the land so as to illuminate premises outside that land at a level that causes a nuisance;

(b) permit natural light to be reflected from any thing on the land so as to cause a nuisance to any owner or occupier of adjoining land or any person using a street as a thoroughfare; or

(c) on land on which floodlights, lighting installations or other exterior lights are erected or used - allow the floodlights, lighting installation or other exterior lights to shine directly onto adjoining land so as to cause a nuisance.

(2) If the local government is satisfied that an owner or occupier of land has not complied with subclause (1), the local government may give the owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice -

(a) to avoid or abate the nuisance by, for example -

(i) preventing artificial light from being emitted or reflected from the land;

(ii) treating any reflective surfaces;

(iii) restricting the hours of use of the floodlights, lighting installations or other exterior lights; and/or

(iv) requiring alterations to the direction in which any lights are shining; and/or

(b) to take the actions specified in the notice that the local government considers are adequate and reasonable to avoid or abate the nuisance.

(3) An owner or occupier of land to whom a notice is given under subclause (2) must comply with the requirements of the notice within the time specified in the notice.

2.5 Removal of refuse and disused materials

(1) An owner or occupier of land must not keep, or permit to remain on the land, any refuse, rubbish or disused material which in the opinion of the local government is likely to give the land an untidy appearance and does not conform with the general appearance of other land in that particular part of the district.

(2) If the local government is satisfied that an owner or occupier of land has not complied with subclause (1), the local government may give the owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice, to take such reasonable actions as the local government considers necessary to remove of refuse, rubbish or disused material from the land.

2.6 Removal of unsightly growth or vegetation

(1) The owner or occupier of a lot must not permit to remain on a lot any unsightly overgrowth of vegetation that gives the lot an untidy appearance and does not conform with the general appearance of other land in that part of the district.

(2) If the local government is satisfied that an owner or occupier of land has not complied with subclause (1), the local government may give the owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice, to take such reasonable actions as the local government considers necessary to remove the overgrowth of vegetation.

2.7 Storage of vehicles and machinery

The owner or occupier of a residential lot must not -

(a) store or allow to remain on any land any vehicle or machinery (or part thereof) in a state of disrepair or disuse; or

(b) wreck, dismantle or break up any vehicle or machinery (or part thereof) unless -

(i) inside a building; or

(ii) within an area enclosed by a fence or wall not less than 1.8 metres in height and of such a nature as to screen all vehicles, parts or bodies of vehicles or machinery from the street and from adjoining land.

2.8 Containment of stormwater

(1) Subject to subclause (5), the owner or occupier of land must take adequate and reasonable measures to ensure that all stormwater received on the land, is contained within the land and is not permitted to discharge onto or run-off onto adjacent land.

(2) The owner or occupier of land must ensure that all stormwater drainage systems on the land are maintained in a good state of repair and free from obstruction.

(3) If the local government is satisfied that an owner or occupier of land has not complied with subclauses (1)-(2), the local government may give the owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice -

(a) to comply with subclauses (1)-(2); and/or

(b) to take the actions specified in the notice that the local government considers are adequate and reasonable to ensure compliance with subclauses (1)-(2).

(4) An owner or occupier of land to whom a notice is given under subclause (3) must comply with the requirements of the notice within the time specified in the notice.

(5) Subclause (1) does not prevent the discharge of stormwater from the land into an approved stormwater drainage system on the land.

2.9 Prevention of erosion and the escape of sand and dust

(1) An owner or occupier of land must take adequate and reasonable measures to -

(a) stabilise sand on the land; and

(b) ensure no sand or dust is released from or escapes from the land, whether by means of wind, water or any other cause.

(2) If the local government is satisfied that an owner or occupier of land has not complied with subclause (1) in respect of any sand or dust, the local government may give the

owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice, to do one or more of the following -

(a) to comply with subclause (1) in respect of any sand or dust;

(b) to clean up and make good any damage resulting from the release or escape of sand or dust from the land; or

(c) to take the actions specified in the notice that the local government considers are adequate and reasonable to stabilise sand on the land and/or to prevent or stop the escape, release or carriage of sand or dust from the land.

(3) An owner or occupier of land to whom a notice is given under subclause (2) must comply with the requirements of the notice within the time specified in the notice.

Division 2 - Dust management plan

2.10 Works requiring approval

(1) Where there is a development application or approval for subdivision involving the clearing, excavation or filling of any land that has the potential to cause significant sand or dust release, the owner or occupier of the land to which the development application or approval for subdivision must prepare and submit for approval to the local government a dust management plan in accordance with this clause.

(2) A dust management plan must be approved by the local government prior to any clearing, excavation or filling of the land commencing.

2.11 Application for approval

(1) An application for approval must -

(a) be in the form determined by the CEO;

(b) be made and signed by the owner or occupier of the land;

(c) include an outline of the strategies, control measures and contingency arrangements to prevent or minimise the release or sand or dust;

(d) provide any other information required by the form; and

(e) be forwarded to the local government together with any fee imposed by the local government under sections 6.16 to 6.19 of the Act.

(2) Before determining an application for approval, the local government may request the applicant -

(a) to consult with those nearby owners and/or occupiers who are specified in the request;

(b) to advise those nearby owners and/or occupiers that they may, within 14 days of receiving that advice, make submissions to the local government on the application for a permit; and/or

(c) within a specified time of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(3) The local government may refuse to consider an application that is not in accordance with subclause (1) or if the applicant does not comply with a request under subclause (2) within the prescribed time.

(4) A person must not make a false or misleading statement in connection with an application.

2.12 Determining an application

(1) The local government may -

(a) approve an application unconditionally or subject to conditions; or

(b) refuse to approve an application.

(2) A decision under subclause (1) must be made within 90 days of the applicant satisfying the requirements of clause 2.11.

(3) If a decision under subclause (1) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 2.11(2)(e) is to be refunded to the applicant.

(4) If an application is approved, the local government is to issue to the applicant a notice of approval in the form determined by the CEO.

(5) If an application is refused, the local government is to give written notice of that refusal to the applicant and the reasons for its decisions.

2.13 Compliance with and variation of conditions

(1) Where an approval is given subject to conditions, the permit holder must comply with each of the conditions.

(2) If the local government is satisfied that a permit holder has not complied subclause (1), the local government may give the permit holder a written notice requiring the permit holder, within the time specified in the notice, to comply with the condition/s.

(3) An owner or occupier of land to whom a notice is given under subclause (2) must comply with the requirements of the notice within the time specified in the notice.

Part 3 - Liquid waste

3.1 Restrictions on deposit or disposal

A person must not deposit or dispose of liquid waste from any land or premises otherwise than at a facility or place that is authorised under a written law to accept and/or treat the liquid waste.

3.2 Containment of liquid waste

(1) An owner or occupier of land must take reasonable and effect measures to –

(a) contain all liquid waste on the land; and

(b) ensure no liquid waste is released or escapes from the land whether by means of wind, water or any other cause; and

(2) If the local government is satisfied that an owner or occupier has not complied with subclause (1), the local government may give the owner and or occupier of the land a written notice requiring the owner and or occupier, within the time specified in the notice, to do one or more of the following -

(a) to comply with subclause (1) in respect of any liquid waste;

(b) to clean up and make good any released or escaped liquid waste;

(c) to make good any damage resulting from the released or escaped liquid waste; or

(d) to take the actions specified in the notice that the local government considers are adequate and reasonable to prevent or stop the release or escape of liquid waste.

(3) An owner or occupier of land to whom a notice is given under subclause (2) must comply with the requirements of the notice within the time specified in the notice.

(4) If the local government is satisfied that liquid waste is likely to be released or escape as a result of an activity to be carried out on any land, the local government may give to the owner or occupier a notice providing that the activity may only be carried on subject to conditions specified in the notice.

Part 4 - Vermin

4.1 Mosquitoes

(1) An owner or occupier of land must -

(a) ensure that the land is kept free of water located so as to be, or to be liable to become, a breeding place for mosquitoes; and

(b) take other measures that are adequate and reasonable to ensure that the land is not, and is not liable to become, a breeding place for mosquitoes.

(2) An authorised person may direct an owner or occupier of land to take adequate and reasonable measures to prevent the pooling of water or undertake control measures to prevent mosquito breeding.

4.2 Flies

(1) An owner or occupier of land must -

(a) ensure that the land is kept free of waste food or other matter that is located so as to be, or to be liable to become, a breeding ground or flies; and

(b) take other measures that are adequate and reasonable to ensure that the land is not, and is not liable to become, a breeding place for flies.

(2) An authorised person may direct an owner or occupier of land to take adequate and reasonable measures to prevent waste food or other matter being located so as to be, or to be liable to become, a breeding place for flies or undertake control measures to prevent fly breeding.

4.3 Rodents

(1) If there are indications of the presence of rodents on land, the owner or occupier of the land must take adequate and reasonable measures to eradicate the rodents, keep the land free from rodents and prevent rodent breeding.

(2) An authorised person may direct an owner or occupier of land to take adequate and reasonable measures to eradicate rodents or undertake control measures to prevent rodent breeding.

(3) This clause does not apply to rodents kept as pets or for research, scientific, education or commercial purposes.

4.4 Cockroaches

(1) If there are indications of the presence of cockroaches in, on or about land, the owner or occupier of the land must take adequate and reasonable measures to eradicate the cockroaches, keep the land free from cockroaches and prevent cockroach breeding.

(2) An authorised person may direct an owner or occupier of land to take adequate and reasonable measures to eradicate cockroaches or undertake control measures to prevent breeding of cockroaches.

4.5 Arthropod vectors of disease

(1) In this clause, ***arthropod vectors of disease*** includes -

(a) fleas (Siphonaptera);

(b) bed bugs (Cimex lectularius);

(c) crab lice (Phthirus pubis);

(d) body lice (Pediculus humanis var. cororis); and

(e) head lice (Pediculus humanis var. capatia).

(2) The owner or occupier of land must keep the land free from any arthropod vectors of disease.

(3) An authorised person may direct an owner or occupier of land to take adequate and reasonable measures to eradicate arthropod vectors of disease.

Part 5 - Birds

5.1 Feeding of uncaged birds

(1) A person must not feed or permit the feeding of any uncaged bird in a way that causes a nuisance.

(2) If an authorised person is satisfied that a person has not complied with subclause (1), the authorised person may direct the person to stop feeding the uncaged bird and to clean up and properly dispose of any feed or waste products used or produced in connection with the feeding of the uncaged bird.

5.2 Pigeons nesting or perching

(1) An owner or occupier of land must ensure that pigeons do not nest or perch on the land.

(2) An authorised person may direct an owner or occupier of land on which pigeons nest or perch to take adequate and reasonable measures to prevent them from continuing to do so.

Part 6 - Objection and review

6.1 Objection and review rights

Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to a decision of the local government -

(a) to refuse to grant an approval;

(b) to vary or cancel an approval;

(c) to impose or amend a condition of approval; or

(d) to give a person a notice under clause 7.2.

Part 7 - Enforcement

7.1 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Subdivision 3 and 4 of Division 2 of Part 9 of the Act.

7.2 Notices of breach

(1) Where a breach of a provision of this local law has occurred, the local government may give a notice in writing to the person alleged to be responsible for the breach, directing the person, within the time specified in the notice, to take such action as specified in the notice for the purpose of remedying the breach.

(2) A notice given under subclause (1) must specify -

(a) the provision of this local law that has been breached;

(b) the particulars of the breach;

(c) the actions the person must take to remedy the breach; and

(d) the time and date by which the actions in the notice must be completed.

(3) A person given a notice of breach must remedy the breach within the time specified in the notice.

(4) A person who fails to comply with a notice issued under this clause commits an offence.

7.3 Local government undertaking work required by a notice

(1) This clause applies in respect of a notice given under subclauses 2.4(2), 2.5(2), 2.6(2), 2.8(3), 2.9(2), 2.13(2) or 3.2(2) of this local law.

(2) If a person fails to comply with a notice referred to in subclause (1), the local government may, subject to compliance with the requirements of Subdivision 3 of Division 3 of Part 3 of The Act, do anything that the local government considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

(3) The local government may recover the cost of anything it does under subclause (2) as a debt due from the person who failed to comply with the notice.

7.4 Offences and general penalty

(1) A person who -

(a) fails to do anything required or directed to be done under this local law;

(b) fails to comply with a notice issued to the person under this local law; or

(c) does an act or omits to do an act contrary to this local law,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction -

(a) to a penalty not exceeding $10,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

7.5 Prescribed offences and modified penalties

(1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) In accordance with section 9.16 of the Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 9.17 of the Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1 -

(a) in the case of a first offence the modified penalty will be that prescribed in column 4 of that Schedule; and

(b) in the case of a subsequent offence the modified penalty will be that prescribed in column 5 of that Schedule.

(5) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the Act.

7.6 Form of infringement notices

For the purposes of this local law -

(a) The form of an infringement notice that may be given under section 9.16 of the Act for a prescribed offence is the form set out in Form 2 in Schedule 1 of the Regulations.

(b) The form of the notice that may be given under section 9.20 of the Act to withdraw an infringement notice is the form set out in Form 3 in Schedule 1 of the Regulations.

_____

Schedule 1 - Prescribed offences

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
1	2.1(1)	Burning rubbish, refuse or other material	$500	$750
2	2.2	Failure to prevent the escape of smoke, fumes or odours	$250	$500
3	2.3	Unlawful fiberglassing or spray painting	$500	$750
4	2.4(1)(a)	Permitting artificial light to cause a nuisance	$250	$500
5	2.4(1)(b)	Permitting natural light to cause a nuisance	$250	$500
6	2.4(1)(c)	Permitting exterior lighting to cause a nuisance	$250	$500
7	2.5(1)	Permitting refuse or disused material to remain on land	$250	$500
8	2.6(1)	Permitting unsightly overgrowth of vegetation to remain on land	$250	$500
9	2.7(a)	Unlawful storage of vehicle or machinery in state of disrepair or disuse	$250	$500
10	2.7(b)	Unlawful wrecking or dismantling of vehicle or machinery	$250	$500
11	2.8(1)	Failure to ensure containment of stormwater	$250	$500
12	2.8(2)	Failure to maintain stormwater drainage system	$250	$500
13	2.9(1)(a)	Failure to stabilise sand	$250	$500
14	2.9(1)(b)	Failure to prevent release of sand or dust	$250	$500
15	2.10	Failure to obtain dust management plan approval	$500	$750
16	2.11(4)	Providing false or misleading statement in connection with permit application	$250	$500
17	2.12(2)	Failure to comply with conditions of approval	$500	$750
18	3.1	Unlawful deposit or disposal of liquid waste	$500	$750
19	3.2	Failure to contain liquid waste	$500	$750
20	4.1(1)	Failure to comply with mosquito control requirements	$250	$500
21	4.2(1)	Failure to comply with fly control requirements	$250	$500
22	4.3(1)	Failure to comply with rodent control requirements	$250	$500
23	4.4(1)	Failure to comply with cockroach control requirements	$250	$500
24	4.5(2)	Failure to comply with control requirements for arthropod vectors of disease	$250	$500
25	5.1(1)	Feeding an uncaged bird so as to cause a nuisance	$250	$500
26	5.2(1)	Failure to ensure that pigeons do not nest or perch on land	$250	$500
27		Each other offence not specified	$250	$500

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Schedule 2 - Materials not to be burned

[Clause 2.1(1)]

The materials, in addition to rubbish and refuse, that must not be burned are -

(1) Batteries

(2) Carpet

(3) Electrical products

(4) Fabrics or textiles

(5) Solvent

(6) Paint

(7) Plastic, including polystyrene and the like

(8) Rubber

(9) Timber that has been treated with preservatives

(10) Tyres

(11) Vehicles or vessels and their parts

(12) Waste oil, fats or grease

_____

Dated this of 2026.

The Common Seal of the City of Cockburn was affixed by authority of a resolution of the Council in the presence of -

……
LOGAN K HOWLETT
MAYOR

……
DANIEL SIMMS
CHIEF EXECUTIVE OFFICER

15.1.8 Proposed New City of Cockburn Fencing Local Law 2026

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Proposed City of Cockburn Fencing Local Law 2026 ⇩

Officer Recommendation/Committee Recommendation`
The Committee recommends Council:

(1) PROPOSES to repeal the City of Cockburn Fencing Local Law 2012 and make the City of Cockburn Fencing Local Law 2026 with the following purpose and effect:
   1. the purpose of the proposed local law is to prescribe a sufficient fence and the standard for the construction of fences throughout the district; and
   2. the effect of the proposed local law is to establish the minimum requirements for fencing within the district.

(2) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Fencing Local Law 2026 by:
   1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
   2. giving a copy of the local public notice and the City of Cockburn Fencing Local Law 2026 to the Departmental CEO of the Department of Local Government and the Chief Executive Officer of the Department of Commerce, in accordance with section 3.12(3)(b) of the Act; and
   3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Fencing Local Law 2026, in accordance with section 3.12(4) of the Act.

Background

At the 8 July 2025 Ordinary Meeting of Council, Council received and noted an update and project plan for the review of the City of Cockburn local laws. This follows a protracted local law review process, which originally commenced in 2022.

This update and project plan informed Council that the City was progressing with the local law review, and that external legal advisors had been engaged to draft a new suite of local laws, which would be workshopped with Elected Members in July and subsequently presented to the November 2025 Governance Committee meeting for consideration and referral to Council for approval to commence the lawmaking process.

In accordance with the local law project plan, City officers presented a suite of new proposed local laws to Council at an Elected Member Briefing Session in September, which included a new proposed Fencing Local Law.

This report presents the proposed City of Cockburn Fencing Local Law 2026 to Council for the purposes of commencing the lawmaking process under section 3.16, which involves a six-week public comment period as well as seeking feedback from the Department of Local Government and the Department of Commerce, before bringing back to Council a report on any submissions as well as the final proposed City of Cockburn Fencing Local Law 2026 for adoption by Council.

Submission

N/A

Report

The City of Cockburn Fencing Local Law 2012 was adopted by Council on 14 June 2012. It has not been amended since this time.

To review the Fencing Local Law, a working group comprising of staff from the City's building, planning, compliance and governance/legal teams was convened. The current WALGA fencing local law template was reviewed, as well as recent examples of fencing local laws from other comparable local governments.

The working group also gave serious consideration to the types of things the City wishes to regulate via a Fencing Local Law. This was informed by principles of right-touch regulation, which recognises that regulation should be:

- effective in addressing the harm/risk/problem the local law is directed to
- cost effective – regulation comes with both a compliance burden for those subject to it as well as for the local government to administer and enforce it
- proportionate to the harm/risk/problem the local law is directed to
- flexible to accommodate changes in external factors – such as technology and community views
- consistent and streamlined across all levels of government to avoid unnecessary overlap and duplication
- clear and easily understood by the community
- appropriately administered and implemented
- regularly reviewed to ensure it is still appropriate and effective.

This review informed drafting instructions for the external legal advisors, who prepared a new Fencing Local Law.

In summary, key changes when comparing the proposed City of Cockburn Fencing Local Law 2026 to the current City of Cockburn Fencing Local Law 2012 are:

- stripping back of the specifications for a sufficient fence to height and materials only. The City considers the current detailed requirements adds added unneeded complexity for the community;
- removing the ability for the City to determine applications for dividing fences that do not comply with the sufficient fence standards. This process is unnecessary given two landowners can agree what a sufficient fence is. If there is

disagreement, the landowners should follow the dispute resolution process provided for in the Dividing Fences Act 1961;

- providing that the specifications of a sufficient fence do not apply to boundary fences (land which abuts a thoroughfare or local government property). These requirements will be captured by a Local Planning Policy;
- expanding the list of prohibited materials to include asbestos and other materials which are likely to collapse or fall from any reasonably foreseeable cause. This helps ensure community safety;
- introduction of a clause requiring a person to seek approval before installing a gate which opens onto a thoroughfare. This ensures adequate City oversight of gates which may impede on public use and access on thoroughfares;
- standardisation of the permit process, so it aligns with all other local laws;
- standardisation of the 'Enforcement' section, so it aligns with all other local laws;
- addition of the permit template for barbed wire fences; and
- addition of a Schedule for modified penalties. This ensures the modified penalty better reflects the seriousness of the offence.

Due to the substantial nature of changes proposed, an amendment local law is not recommended, and instead it is recommended that the City of Cockburn Fencing Local Law 2012 is repealed and replaced with the proposed City of Cockburn Fencing Local Law 2026.

To do this, as per section 3.12 of the Act, Council needs to give notice of the purpose and effect of the proposed City of Cockburn Fencing Local Law 2026 at a Council meeting, which will initiate a 6-week public comment process.

Following consultation, the City will consider any submissions received and, where appropriate, make changes to the local law in response to the submissions. If any changes are made, and they are not significant, the as-amended City of Cockburn Fencing Local Law 2026 will be presented to Council for adoption. If any changes are made, and they are significant, the as-amended City of Cockburn Fencing Local Law 2026 will still be presented to Council, but for the purposes of restarting the process in section 3.12, in accordance with section 3.13 of the Act.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no significant budget implications arising from the recommendations of this report. Costs will be incurred in the advertising of the public submission period, but these costs can be met under the existing budget.

Legal Implications

To make a local law, local governments must follow the procedure prescribed in section 3.12 of the Act. A failure to follow the procedure will likely result in the local law being disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL).

While local governments have broad powers to make local laws under section 3.12 of the Act, this power is not plenary. The power must be exercised “reasonably and proportionately”. Local laws must also be “necessary or convenient” for the “good government of the district”. They must not go “beyond the accepted notions of local government”. They must not be inconsistent with State legislation, nor should they seek to introduce significant new policy or fundamental changes to policy, which is properly a matter for the State.

Local laws infringing on these principles will likely be disallowed by the JSCDL.

Community Consultation

The City undertook community consultation on the current City of Cockburn Fencing Local Law 2012 between 14 July and 29 August 2025. Submissions received were reviewed by the working group and considered in the drafting of the proposed City of Cockburn Fencing Local Law 2026.

In accordance with section 3.12(3)(a) of the Act, the City will invite submissions from the community on the proposed City of Cockburn Fencing Local Law 2026, as drafted, for a period of at least 42 clear days. These submissions and any proposed changes to the City of Cockburn Fencing Local Law 2026 in response to these submissions will be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The City has engaged external legal advisors to largely draft the proposed City of Cockburn Fencing Local Law 2026, to ensure it is reasonable, proportionate and within power.

There will be a moderate to substantial level of risk if Council were to amend the proposed City of Cockburn Fencing Local Law 2026 in such a way that it is no longer reasonable, proportionate or within power. This is because the JSCDL will likely disallow it. This will result in sunk costs and time associated with the lawmaking process to date, as well as additional costs to re-commence the lawmaking process with a compliant local law. It will also delay the implementation of a modern fencing local law which responds to the needs of the community and the City.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Fencing Local Law 2026

City of Cockburn

DIVIDING FENCES ACT 1961
LOCAL GOVERNMENT ACT 1995

DIVIDING FENCES ACT 1961

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Fencing Local Law 2026

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DIVIDING FENCES ACT 1961

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Fencing Local Law 2026

Under the powers conferred by the *Dividing Fences Act 1961*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Cockburn resolved on …… to make the following local law.

Part 1 - Preliminary

1.1 Title

This is the *City of Cockburn Fencing Local Law 2026*.

1.2 Commencement

This local law comes into operation 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Repeal

The *City of Cockburn Fencing Local Law 2012,* published in the *Government Gazette* on 3 July 2012, is repealed.

1.5 Interpretation

(1) In this local law -

Act means the *Local Government Act 1995*;

applicant means a person who makes an application for a permit under this local law;

approved means approved by the local government;

AS/NZS means an Australian Standard or Australian/New Zealand Standard (as applicable) published by Standards Australia, as amended from time to time;

authorised person means a person appointed by the CEO under section 9.10(2) of the Act to perform any of the functions of an authorised person under this local law;

barbed wire means a wire or strand of wires having small pieces of sharply pointed wire twisted around it at short intervals and includes other materials with spiked or jagged projections;

boundary fence means a fence, other than a dividing fence, that separates private land from land that is local government property or a thoroughfare, whether the fence is on the common boundary of the adjoining lands or on a line other than a common boundary;

building permit means a permit granted under section 20 of the *Building Act 2011*;

CEO means the Chief Executive Officer of the local government;

dangerous in relation to any fence means -

(a) an electrified fence, or one containing barbed or razor wire, other than a fence that is constructed and maintained in accordance with this local law;

(c) a fence containing exposed broken glass, asbestos fibre, or any other potentially harmful projection or material; or

(d) a fence which is likely to collapse or fall, or part of which is likely to collapse or fall, from any cause;

district means the district of the local government;

dividing fence has the meaning in the *Dividing Fences Act*;

Dividing Fences Act means the *Dividing Fences Act 1961*;

electrified fence means a fence carrying or designed to carry an electric charge;

fence means any structure, not including a retaining wall, used or functioning as a barrier, irrespective of where it is located and includes any gate;

height in relation to a fence, means the vertical distance between -

(a) the top of the fence at any point; and

(b) the ground level or, where the ground levels on each side of the fence are not the same, the higher ground level, immediately below that point;

industrial lot means a lot zoned Industrial under a local planning scheme;

local government means the City of Cockburn;

local government property means anything, except a thoroughfare -

(a) which belongs to, is owned by or is under the care, control and management of the local government;

(b) which is an otherwise unvested facility within section 3.53 of the Act; or

(c) of which the local government is the management body under the *Land Administration Act 1997*;

local planning scheme means a local planning scheme of the local government made under the *Planning and Development Act 2005*;

lot has the meaning in the *Planning and Development Act 2005*;

non-residential lot means a lot that is not -

(a) a residential lot; or

(b) a rural lot;

notice of breach means a notice referred to in clause 6.1(2);

occupier has the meaning in the Act, but does not include the local government;

owner has the meaning in the Act;

permit means a permit issued under this local law;

prescribed offence has the meaning in clause 6.5;

public place means a place to which the public has access, whether or not that place is on private property;

razor wire means a coiled strong wire with pieces of sharp cutting edges set across it at close intervals;

Regulations means the *Local Government (Functions and General) Regulations 1996*;

residential lot means a lot zoned Residential or Rural Living under a local planning scheme;

retaining wall means any structure which prevents the movement of soil, or which retains soil or structures, in order to allow ground levels of different elevations to exist adjacent to one another;

rural lot means a lot zoned Rural or Resource under a local planning scheme;

Schedule means a schedule to this local law;

sufficient fence means a fence described in clause 2.2; and

thoroughfare has the meaning in the Act, but does not include a private thoroughfare which is not under the management or control of the local government.

(2) A term that is used in this local law and is not defined has the meaning in the Act or, if not defined in the Act, the meaning in the Dividing Fences Act.

(3) Where in this local law, a duty or liability is imposed on an ***owner or occupier*** the duty or liability is taken to be imposed jointly and severally on each of the owner or occupier.

(4) If, under this local law in relation to any land, an act is required to be done or is prohibited, the owner or occupier of the land has, unless the contrary intention appears, the duty of causing to be done the act required to be done, or of preventing from being done the prohibited act, as the case may be.

(5) This local law is subject to sections 3.25 and 3.27 and Schedules 3.1 and 3.2 of the Act and any powers of entry exercised by the local government under this local law is subject to Subdivision 3 of Division 3 of Part 3 of the Act.

(6) A reference to a fee or charge is to a fee or charge determined and imposed by the local government under sections 6.16 to 6.19 of the Act.

1.6 Relationship with other laws

Nothing in this local law affects the need for compliance, in respect of a fence with -

(a) any relevant provisions of a local planning scheme; and

(b) any relevant provisions that apply if a building permit is required for that fence under the *Building Act 2011*.

Part 2 - Sufficient fences

2.1 Only sufficient fences to be constructed

(1) A person must not construct a dividing fence that is not a sufficient fence.

(2) Subclause (1) does not apply in respect of a dividing fence if all the owners of lots adjoining the lots on which the dividing fence is to be constructed agree on the kind of dividing fence that is to be constructed.

2.2 Meaning of 'sufficient fence'

(1) A dividing fence is a sufficient fence if it is constructed in accordance with the requirements of Schedule 2 and is on or near the boundary between -

(a) 2 residential lots; or

(b) a residential lot and -

(i) a non-residential lot; or

(ii) a rural lot.

(2) A dividing fence is a sufficient fence if it is constructed in accordance with the requirements of Schedule 3 and is on the boundary between -

(a) 2 non-residential lots; or

(b) a non-residential lot and a rural lot.

(3) A dividing fence is a sufficient fence if it is constructed in accordance with the requirements of Schedule 4 and is on or near the boundary between 2 rural lots.

(4) A dividing fence lawfully erected before this local law came into operation is also taken to be a sufficient fence for the purposes of the Dividing Fences Act.

Part 3 - Fencing materials and maintenance

3.1 Fencing materials

(1) The materials used in the construction of a fence must be either -

(a) new materials; or

(b) pre-used materials that are approved in writing by the local government.

(2) If the local government approves the use of pre-used materials under clause 3.1(1)(b), that approval is to be conditional on the pre-used materials being painted or treated as directed by the local government.

3.2 Barbed wire fences

(1) This clause does not apply to a fence constructed wholly or partly of razor wire.

(2) Unless in accordance with a permit issued by the local government, an owner or occupier of a residential lot or a non-residential lot, but not an industrial lot or rural lot, must not, on that lot -

(a) construct a fence that contains;

(b) affix to a fence; or

(c) allow to remain on a fence,

any barbed wire or other material with spiked or jagged projections.

(3) An owner or occupier of an industrial lot must not, on that lot -

(a) construct a fence that contains;

(b) affix to a fence; or

(c) allow to remain on a fence,

any barbed wire or other materials with spiked or jagged projections unless -

(d) the barbed wire or materials are carried on posts at an angle of 45 degrees; and

(e) the bottom row of barbed wire or other materials is set back at least 150mm from the face of the fence and is not nearer than 2000mm from the ground level.

(4) If the posts which carry the barbed wire or other materials referred to in subclause (3) are angled towards the outside of the lot bounded by the fence, the face of the fence must be set back from the lot boundary a sufficient distance to ensure that the angled posts, barbed wire or other materials do not encroach on adjoining lots.

(5) An owner or occupier of a rural lot must not, on that lot, place, affix or allow barbed wire to remain on a fence adjacent to a thoroughfare or public place, unless the barbed wire is fixed to the side of the fence posts furthest from the thoroughfare or other public place.

3.3 Razor wire fences

(1) An owner or occupier of a lot, other than a rural lot, must not -

(a) construct a fence wholly or partly of razor wire on that lot -

(i) without first obtaining a permit; and

(ii) except in accordance with that permit.

(2) A permit cannot be issued in respect of a lot -

(a) if the lot is, or abuts, a residential lot;

(b) if the fence is within 3m of any boundary of the lot; or

(c) where any razor wire used in the construction of the fence is less than 2000mm or more than 2400mm above the ground level.

3.4 Electric fences

(1) An owner or occupier of a lot, other than a rural lot, must not -

(a) have or use an electrified fence on that lot -

(i) without first obtaining a permit; and

(ii) except in accordance with that permit.

(2) A permit, in respect of a lot, cannot be issued -

(a) if the lot is, or abuts, a residential lot; and

(b) unless provision is made so as to enable the fence to be rendered inoperable during the hours of business operations, if any, on the lot.

(3) On a rural lot, an electrified fence must comply with any applicable AS/NZS.

3.5 Other prohibited fencing materials

(1) In constructing or repairing a fence, a person must not use -

(a) broken glass or any other potentially harmful projections or material;

(b) asbestos fibre; or

(c) material that is likely to collapse or fall, or part of which is likely to collapse or fall, from any reasonably foreseeable cause.

3.6 Maintenance of fences

(1) An owner or occupier of a lot on which a fence is constructed must maintain the fence in good condition and so as to prevent it from becoming dangerous, dilapidated or unsightly.

(2) If the local government is satisfied that an owner or occupier of a lot has not complied with subclause (1), the local government may give the owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice, to take such reasonable actions as the local government considers necessary to return the fence to good condition.

3.7 Gates in fences

A person must not install a gate in a fence which opens onto a thoroughfare without first obtaining the written approval of the local government.

Part 4 - Permits

4.1 Application for a permit

(1) A person who is required to obtain a permit under this local law must apply for the permit in accordance with subclause (2).

(2) An application for a permit must -

(a) be in the form determined by the CEO;

(b) be made and signed by the owner or occupier of the lot;

(c) provide the information required by the form; and

(d) be forwarded to the local government together with any fee imposed by the local government under sections 6.16 to 6.19 of the Act.

(3) Before determining an application for a permit, the local government may request the applicant -

(a) to consult with those nearby owners and/or occupiers who are specified in the request;

(b) to advise those nearby owners and/or occupiers that they may, within 14 days of receiving that advice, make submissions to the local government on the application for a permit; and/or

(c) within a specified time of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(4) The local government may refuse to consider an application that is not in accordance with subclause (2) or if the applicant does not comply with a request under subclause (3) within the prescribed time.

(5) A person must not make a false or misleading statement in connection with an application in respect of a permit.

4.2 Determining an application

(1) The local government may -

(a) approve an application unconditionally or subject to conditions; or

(b) refuse to approve an application.

(2) In considering whether to approve or refuse an application under subclause (1), the local government is to have regard to any adverse effect that an approval would have on -

(a) the safe or convenient use of any land;

(b) the safety or convenience of any person; and

(c) the visual amenity of the locality.

(3) A decision under subclause (1) must be made within 90 days of the applicant satisfying the requirements of clause 4.1.

(4) If a decision under subclause (1) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 4.1(2)(d) is to be refunded to the applicant.

(5) If an application is approved, the local government is to issue to the applicant a permit in the form of -

(a) Schedule 5, where the application is made in relation to an electric fence;

(b) Schedule 6, where the application is made in relation to razor wire; or

(c) Schedule 7, where the application is made in relation to barbed wire.

(6) If an application is refused, the local government is to give written notice of that refusal with reasons for the decision to the applicant.

4.3 Compliance with and variation of conditions

(1) Where a permit is issued subject to conditions, the permit holder must comply with each of the conditions.

(2) The local government may, at any time, amend the conditions of a permit and the amended conditions take effect 14 days after written notice is given to the permit holder.

4.4 Duration of a permit

(1) Unless otherwise specified as a condition of approval, a permit is valid from the date on which it is issued until the earlier of -

(a) the expiry date, if any, specified on the permit; or

(b) the date that it is cancelled under this Part.

(2) Unless otherwise specified as a condition of approval, a permit -

(a) runs with the lot to which it relates;

(b) may be relied on by any subsequent occupier or owner of the lot; and

(c) may be enforced by the local government against a subsequent occupier or owner of the lot.

4.5 Cancellation of a permit

(1) The local government may cancel a permit if -

(a) the permit holder requests the local government to do so;

(b) the fence to which the permit applies has been demolished and not rebuilt for a period of 6 months;

(c) the circumstances are such that a permit could not be issued under this local law;

(d) the permit holder fails to comply with a condition of the permit; or

(e) the permit holder breaches a provision of this local law in respect of the fence that is the subject of the permit.

(2) If the local government cancels a permit under subclauses (1)(b)-(e), it must give the permit holder written notice of the cancellation and of the reasons for the cancellation.

(3) A cancellation under subclause (1) takes effect 14 days after the written notice under subclause (2) is given to the permit holder.

(4) If a permit is cancelled –

(a) the permit holder must, in the case of a written permit, return the permit to the local government as soon as practicable, or cause it to be destroyed; and

(b) no part of the fee paid for the permit is refundable.

Part 5 - Objection and review

5.1 Objection and review rights

Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to a decision of the local government -

(a) to refuse to grant an approval or permit;

(b) to vary or cancel an approval or permit;

(c) to impose or amend a condition of an approval or permit; or

(d) to give a person a notice under clause 6.2.

Part 6 - Enforcement

6.1 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Subdivision 3 and 4 of Division 2 of Part 9 of the Act.

6.2 Notices of breach

(1) Where a breach of a provision of this local law has occurred, the local government may give a notice in writing to the person alleged to be responsible for the breach, directing the person, within the time specified in the notice, to take such action as specified in the notice for the purpose of remedying the breach.

(2) A notice given under subclause (1) must specify -

(a) the provision of this local law that has been breached;

(b) the particulars of the breach;

(c) the actions the person must take to remedy the breach; and

(d) the time and date by which the actions in the notice must be completed.

(3) A person given a notice of breach must remedy the breach within the time specified in the notice.

(4) A person who fails to comply with a notice issued under this clause commits an offence.

6.3 Local government undertaking work required by a notice

(1) This clause applies in respect of a notice given under clause 3.6(1), if the fence is a boundary fence.

(2) If a person fails to comply with a notice referred to in subclause (1), the local government may, subject to compliance with the requirements of Subdivision 3 of Division 3 of Part 3 of the Act, do anything that the CEO considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

(3) The local government may recover the cost of anything it does under subclause (2) as a debt due from the person who failed to comply with the notice.

6.4 Offences and general penalty

(1) A person who -

(a) fails to do anything required or directed to be done under this local law;

(b) fails to comply with a notice issued to the person under this local law; or

(c) does an act or omits to do an act contrary to this local law,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction -

(a) to a penalty not exceeding $10,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

6.5 Prescribed offences and modified penalties

(1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) In accordance with section 9.16 of the Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 9.17 of the Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1 -

(a) in the case of a first offence the modified penalty will be that prescribed in column 4 of that Schedule; and

(b) in the case of a subsequent offence the modified penalty will be that prescribed in column 5 of that Schedule.

(5) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the Act.

6.6 Form of infringement notices

For the purposes of this local law -

(a) the form of the infringement notice that may be given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and

(b) the form of the notice referred to in section 9.20 of the Act to withdraw an infringement notice is that of Form 3 in Schedule 1 of the Regulations.

_____

Schedule 1 – Prescribed offences

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
1	2.1(1)	Constructing a dividing fence which is not a sufficient fence	$250	$500
2	3.1(1)(b)	Using pre-used materials to construct a fence without the approval of the local government	$250	$500
3	3.1(2)	Not painting or treating pre-used materials used in the construction of a fence	$250	$500
4	3.2(2)	Having a barbed wire fence without a permit	$250	$500
5	3.2(2)	Using materials with spiky or jagged projections in construction of fence	$250	$500
6	3.2(3); 3.2(4); 3.2(5)	Failure to comply with requirements for a barbed wire fence	$250	$500
7	3.3	Having a razor wire fence without a permit	$250	$500
8	3.4	Having an electrified fence without a permit	$250	$500
9	3.4(3)	Failure to comply with requirements for an electrified fence	$250	$500
10	3.5	Using prohibited materials in construction or repair of a fence	$250	$500
11	3.6	Failure to maintain a fence in good condition so as to prevent fence becoming dangerous, dilapidated or unsightly	$250	$500
12	3.7	Installing a gate in a fence that causes an obstruction when open	$250	$500
13	4.1(5)	Providing false or misleading statement in connection with permit application	$250	$500
14	4.3(1)	Failure to comply with conditions of a permit	$250	$500
15		Each other offence not specified	$250	$500

_____

Schedule 2 - Requirements for a sufficient fence on a residential lot

The requirements for a sufficient fence on a residential lot are that it must be -

(a) between 1.8m and 2.2m high; and

(b) comprised of -

(i) timber pickets or palings;

(ii) masonry (including brick, stone or concrete);

(iii) factory-coloured sheet metal posts and panels; or

(iv) any combination of (i), (ii) and (iii).

_____

Schedule 3 - Requirements for a sufficient fence on a non-residential lot

The requirements for a sufficient fence on a non-residential lot are that it must be -

(a) not higher than 2.2m; and

(b) comprised of -

(i) timber pickets or palings;

(ii) masonry (including brick, stone or concrete);

(iii) factory-coloured sheet metal posts and panels;

(iv) galvanised or PVC steel frame and link mesh, chain mesh or steel mesh;

(v) painted or galvanised steel or aluminium sheeting; or

(vi) any combination of (i)-(v).

_____

Schedule 4 - Requirements for a sufficient fence on a rural lot

The requirements for a sufficient fence on a rural lot are that it must be -

(a) at least 1.2m high; and

(b) of a posts and wire construction.

_____

Schedule 5 - Permit for an electrified fence

This is to certify that ……..……..…....
of ……..……..
has a permit, subject to the conditions set out below, to have and use an electrified fence on ……..……..……
……..……
……..……
(address)

Date ……. ……
Authorised Officer
City of Cockburn

Conditions of Permit

The holder of the permit must –

(a) display the permit in a prominent position on the land or premises on which the electrified fence has been constructed;
(b) upon the request of an authorised person, produce this permit;
(c) obtain the written consent of the local government prior to the commencement of any alteration, addition or other work relating to or affecting the electrified fence;
(d) comply with any applicable AS/NZS; and
(e) following construction of the fence, lodge with Western Power a certificate of installation from a qualified electrician and comply with any requirements of Western Power regarding the construction of the fence.

……..……
……..……..

_____

Schedule 6 - Permit for a razor wire fence

This is to certify that ……..……..…….....
of ……..……..……
has a permit, subject to the conditions set out below, to have a fence constructed wholly or partially of razor wire on ……..……..……..……
……...……
……...……
(address)

Date ……. ……...…
Authorised Officer
City of Cockburn

Conditions of permit

The holder of this permit must -

(a) display this permit in a prominent position on the land or premises on which the fence has been constructed;
(b) on the request of an authorised person, produce this permit; and
(c) obtain the written consent of the local government prior to the commencement of any alteration, addition or other work relating to or affecting the fence.

……...……
……..……..

_____

Schedule 7 - Permit for a barbed wire fence

This is to certify that ……..……..…….....
of ……..……..……
has a permit, subject to the conditions set out below, to have a fence constructed wholly or partially of barbed wire on ……..……..……
……...……
……...……
(address)

(Date …….. ……
Authorised Officer
City of Cockburn

Conditions of permit

The holder of this permit must -

(a) display this permit in a prominent position on the land or premises on which the fence has been constructed;
(b) on the request of an authorised person, produce this permit; and
(c) obtain the written consent of the local government prior to the commencement of any alteration, addition or other work relating to or affecting the fence.

……...……
……..……..

_____

Dated this of 2026.

The Common Seal of the City of Cockburn was affixed by authority of a resolution of the Council in the presence of -

…….
LOGAN K HOWLETT
MAYOR

…….
DANIEL SIMMS
CHIEF EXECUTIVE OFFICER

_____

15.1.9 Proposed New City of Cockburn Parking Local Law 2026

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Proposed City of Cockburn Parking Local Law 2026 ⇩

Officer Recommendation/Committee Recommendation
The Committee recommends Council:

(1) PROPOSES to repeal the City of Cockburn Parking and Parking Facilities Local Law 2007 and make the City of Cockburn Parking Local Law 2026 with the following purpose and effect:
   1. the purpose of the proposed local law is to constitute a parking region, enable the local government to regulate the parking of vehicles within the parking region, and provide for the management and operation of parking facilities occupied by the local government
   2. the effect of the proposed local law is that a person parking a vehicle within the parking region is to comply with the provisions of this local law; and

(2) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Parking Local Law 2026 by:
   1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act
   2. giving a copy of the local public notice and the City of Cockburn Parking Local Law 2026 to the Departmental CEO of the Department of Local Government, in accordance with section 3.12(3)(b) of the Act
   3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Parking Local Law 2026, in accordance with section 3.12(4) of the Act.

Background

At the 8 July 2025 Ordinary Meeting of Council, Council received and noted an update and project plan for the review of the City of Cockburn local laws. This follows a protracted local law review process, which originally commenced in 2022.

This update and project plan informed Council that the City was progressing with the local law review, and that external legal advisors had been engaged to draft a new suite of local laws, which would be workshopped with Elected Members in July and subsequently presented to the November 2025 Governance Committee meeting for consideration and referral to Council for approval to commence the lawmaking process.

In accordance with the local law project plan, City officers presented a suite of new proposed local laws to Council at an Elected Member Briefing Session in September, which included a new proposed Parking Local Law.

This report presents the proposed City of Cockburn Parking Local Law 2026 to Council for the purposes of commencing the lawmaking process under section 3.16, which involves a six-week public comment period as well as seeking feedback from the Department of Local Government before bringing back to Council a report on any submissions as well as the final proposed City of Cockburn Parking Local Law 2026 for adoption by Council.

Submission

N/A

Report

The City of Cockburn Parking and Parking Facilities Local Law 2007 was adopted by Council on 8 November 2007. Since then, it has been amended 6 times, in 2012, twice in 2014, 2015, and twice in 2017.

To review the Parking Local Law, the draft parking local law from 2023 (the 2023 draft) was emailed to the Rangers and Parking teams, seeking feedback.

Council had commenced the local law process on the 2023 draft in 2023, pursuant to a Council resolution at the 9 November 2023 Ordinary Meeting of Council. The City undertook the mandatory 6-week community consultation process in early 2024. No community submissions are recorded.

The 2023 draft was also sent to the Department of Local Government (DLG), as required by section 3.12 of the Local Government Act 1995 (the Act). The DLG made a number of suggestions, which have been previously reported to Council, and which have been addressed in the drafting of the City of Cockburn Parking Local Law 2026.

No further action was taken in respect of the 2023 draft. Given the length of time since the lawmaking process commenced, it is likely that the process would need to be re-started as it has not proceeded “with all necessary and convenient speed”, as required by the Interpretation Act 1984.

As such, fresh consideration was given on what was required in a new Parking Local Law. This was informed by principles of right-touch regulation, which recognises that regulation should be:

- effective in addressing the harm/risk/problem the local law is directed to
- cost effective – regulation comes with both a compliance burden for those subject to it as well as for the local government to administer and enforce it
- proportionate to the harm/risk/problem the local law is directed to
- flexible to accommodate changes in external factors – such as technology and community views
- consistent and streamlined across all levels of government to avoid unnecessary overlap and duplication
- clear and easily understood by the community
- appropriately administered and implemented; and
- regularly reviewed to ensure it is still appropriate and effective

This review informed drafting instructions for the external legal advisors, who prepared a new Parking Local Law.

In summary, key changes when comparing the proposed City of Cockburn Parking Local Law 2026 to the 2023 draft are:

- merging the 'Parking Stations' and 'Metered Zones' Parts, as the rules are largely the same across both;
- expanding the payment of fees clause so it captures pay by phone applications (i.e., EasyPark);
- introduction of a clause to make clear that the payment of a fee does not exempt the driver from compliance with other rules in the parking local law;
- introduction of a clause that provides that where a fee free period applies to a parking space (or multiple parking spaces in one area), that once the fee free period expires, the person must pay to continue to park in that space (or another space in that parking area);
- removal of the following prohibitions to do with parking stations, as they are already dealt with by State legislation:
  a. sleeping in a car in a parking station
  b. hooning
- removal of the prohibition on carrying out a business activity/selling or hiring in a parking station, as this is already regulated by the proposed Public Places Local Law;
- removal of the clause prohibiting the removal of a vehicle from a parking station before the fee has been paid. The City can already infringe for failure to pay the required fee.
- moving the clause to do with interference or damage to parking facilities to a new 'Enforcement' Part of the local law. This clause has also been expanded to provide the local government may issue a notice requiring a person who damages a parking facility to reinstate the property or replace that property. A failure to do means the City may do it themselves and then recover the costs from that person;
- removing reference to trailers and caravans in the clause to do with stopping certain vehicles in built-up areas, as this is already covered by the clause dealing with 'no parking of vehicles in certain circumstances';
- removing the clause to do with ACROD Parking and instead referring to the Local Government (Parking for People with Disabilities) Regulations 2014;
- amending the loading zone clause to introduce a two-minute time limit when it comes to picking-up or dropping-off passengers in a loading zone;
- introducing the power for the local government to restrict parking in any parking station, parking space, metered zone or metered bay where the City needs to carry out urgent, essential or official functions;
- amendment of the clause to do with parking near a fire hydrant or public post box clause to allow an exemption for buses and taxis which are not left unattended, so as to be consistent with the Road Traffic Code;

- amendment to the clause to do with clearways to provide an exemption to public buses picking up or dropping off passengers, so as to be consistent with the Road Traffic Code;
- amendment to the clause to do with double parking to make clear that angle parking is not double parking, with a diagram added to illustrate;
- amendment to the verge parking clause to remove reference to the 24-time limit and requirement for trailers and caravans to be attached to a vehicle, as these rules are already provided in the 'no obstruction' and 'no stopping and parking of vehicles in certain circumstances' clauses respectively;
- further amendment to the verge parking clause to make clear that an authorised person or other person acting under the authority of a written law may park on a verge, even without the consent of the owner/occupier;
- introduction of a clause prohibiting parking on a carriageway marked with a keep clear marking;
- re-structure of the 'Parking Permits' Part, so that there are general rules applying to all permits (such as the application process) and then rules specific to each type of permit;
- introducing the power for the local government to make determinations about new classes of parking permits (and their eligibility);
- standardisation of the permit process, so it aligns with all other local laws;
- removing the Part to do with electric rideable devices – the broad determination power in the Public Places local law already provides for this;
- removal of the offence for obstructing an authorised person, as this is already provided for in the Act;
- introduction of a clause providing that a number of clauses in the local government don't apply to the drivers of emergency or special purpose vehicles, authorised persons, or persons engaged in roadworks or maintenance of a thoroughfare, where the drive is exercising reasonable care and it is reasonable for the clauses to not apply. This exclusion clause largely replicates that which is provided for in the Road Traffic Code;
- standardisation of the 'Enforcement' section, so it aligns with all other local laws;
- review of the modified penalties to align with the three-tier approach; and
- removing a number of notices from the Schedule and instead referring to the same forms contained in the Local Government (Functions and General) Regulations 1996.

Due to the substantial nature of changes proposed, an amendment local law is not recommended, and instead it is recommended that the City of Cockburn Parking and Parking Facilities Local Law 2007 is repealed and replaced with the proposed City of Cockburn Parking Local Law 2026.

To do this, as per section 3.12 of the Act, Council needs to give notice of the purpose and effect of the proposed City of Cockburn Parking Local Law 2026 at a Council meeting, which will initiate a 6-week public comment process.

Following consultation, the City will consider any submissions received and, where appropriate, make changes to the local law in response to the submissions. If any changes are made, and they are not significant, the as-amended City of Cockburn Parking Local Law 2026 will be presented to Council for adoption.

If any changes are made, and they are significant, the as-amended City of Cockburn Parking Local Law 2026 will still be presented to Council, but for the purposes of restarting the process in section 3.12, in accordance with section 3.13 of the Act.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no significant budget implications arising from the recommendations of this report. Costs will be incurred in the advertising of the public submission period, but these costs can be met under the existing budget.

Legal Implications

To make a local law, local governments must follow the procedure prescribed in section 3.12 of the Act. A failure to follow the procedure will likely result in the local law being disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL).

While local governments have broad powers to make local laws under section 3.12 of the Act, this power is not plenary. The power must be exercised “reasonably and proportionately”. Local laws must also be “necessary or convenient” for the “good government of the district”.

They must not go “beyond the accepted notions of local government”. They must not be inconsistent with State legislation, nor should they seek to introduce significant new policy or fundamental changes to policy, which is properly a matter for the State.

Local laws infringing on these principles will likely be disallowed by the JSCDL.

Community Consultation

In accordance with section 3.12(3)(a) of the Act, the City will invite submissions from the community on the proposed City of Cockburn Parking Local Law 2026, as drafted, for a period of at least 42 clear days. These submissions and any proposed changes to the City of Cockburn Parking Local Law 2026 in response to these submissions will be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The City has engaged external legal advisors to largely draft the proposed City of Cockburn Parking Local Law 2026, to ensure it is reasonable, proportionate and within power.

There will be a moderate to substantial level of risk if Council were to amend the proposed City of Cockburn Parking Local Law 2026 in such a way that it is no longer reasonable, proportionate or within power.

This is because the JSCDL will likely disallow it. This will result in sunk costs and time associated with the lawmaking process to date, as well as additional costs to re-commence the lawmaking process with a compliant local law. It will also delay the implementation of a modern parking local law which responds to the needs of the community and the City.

There is also a moderate to substantial level of risk if Council were to defer consideration of the recommendations in this report. As previously reported to Council at the 8 July 2025 Ordinary Meeting of Council, the City of Cockburn Parking and Parking Facilities Local Law 2007 will lapse on 7 December 2026, meaning it cannot be enforced.

The project plan presented at that same meeting provides a strict timetable to ensure the lawmaking process for the proposed City of Parking Local Law 2026 will be completed by this date. Any delay runs the risk the process will not be completed by this date, meaning the City will not have a Parking Local Law for a period of time.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Parking Local Law 2026

City of Cockburn

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Parking Local Law 2026

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LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Parking Local Law 2026

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Cockburn resolved on …….. to make the following local law.

Part 1 - Preliminary

1.1 Title

This is the *City of Cockburn Parking Local Law 2026*.

1.2 Commencement

This local law comes into operation 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

(1) Except as set out in this clause, this local law applies throughout the district.

(2) This local law does not apply to -

(a) the approach and departure prohibition areas of all traffic control signal installations as determined, from time to time, by the Commissioner of Main Roads;

(b) the prohibition areas that apply to all bridges and subways as determined, from time to time, by the Commissioner of Main Roads; and

(c) any road or part of a road which comes under the control of the Commissioner of Main Roads unless the control of parking and parking facilities on that road is carried out subject to the control and direction of the Commissioner of Main Roads or has been delegated by the Commissioner to the local government.

(3) This local law does not apply to a parking facility or parking station that is not owned, managed or controlled by the local government, unless the local government and the owner or occupier of that facility or station have agreed in writing that this local law is to apply to that facility or station.

(4) The agreement referred to in subclause (3) may be made on such terms and conditions as the parties may agree.

(5) Parts 2 to 4 of this local law do not apply to a bicycle parked at a bicycle rail or bicycle rack.

1.4 Repeal

The *City of Cockburn Parking & Parking Facilities Local Law 2007,* published in the *Government Gazette* on 11 January 2008, is repealed.

1.5 Interpretation

(1) In this local law -

Act means the *Local Government Act 1995*;

applicant means a person who makes an application for a permit under this local law;

appropriate fee means the fee applicable to the period for which a vehicle is to be parked or has been parked;

approved means approved by the local government;

authorised person means a person appointed by the CEO under section 9.10(2) of the Act to perform any of the functions of an authorised person under this local law;

authorised vehicle means a vehicle -

(a) authorised by the CEO or by any written law, to stand or park in an area which is designated by a sign for the parking of authorised vehicles only; or

(b) owned or controlled by the local government, and being used for the purpose of undertaking a function of the local government;

bicycle has the meaning in the Code;

built-up area has the meaning in the Code;

bus has the meaning in the Code;

bus stop has the meaning in the Code;

bus zone has the meaning in the Code;

caravan has the meaning in the *Caravans Parks and Camping Grounds Act 1995*;

carriageway has the meaning in the Code;

CEO means the Chief Executive Officer of the local government;

centre, in relation to a carriageway, has the meaning in the Code;

charging station means a machine installed and used to replenish an electric vehicle's battery while the vehicle is parked or stopped in a parking space;

children's crossing has the meaning in the Code;

clearway means that part of a length of a carriageway to which a 'clearway sign' applies;

Code means the *Road Traffic Code 2000*;

commercial vehicle -

(a) means a motor vehicle constructed for the conveyance of goods or merchandise, or for the conveyance of materials used in any trade, business, industry or work whatsoever, other than a motor vehicle for the conveyance of passengers; and

(b) includes any motor vehicle that is designed primarily for the carriage of persons, but which has been fitted or adapted for the conveyance of goods, merchandise or materials;

cross-over means the portion of land which lies between the boundary of a carriageway and the adjacent property line that is constructed for the purpose of giving access to the property;

district means the district of the local government;

dividing line has the meaning in the Code;

driver means any person driving, or in control of, a vehicle;

driver's licence has the meaning in the *Road Traffic (Authorisation to Drive) Act 2008*;

driveway -

(a) means the portion of land which lies between the boundary of a carriageway and the adjacent property line that is constructed for the purpose of giving access to and from the property; and

(b) includes a cross-over;

edge line has the meaning in the Code;

electric rideable device has the meaning in the Code;

electric vehicle means a motor vehicle or a class of vehicle that is propelled solely by an electric motor in lieu of an internal combustion engine;

electronic parking detection device -

(a) means an electronic device placed in a position to detect or record the parking time of a vehicle on any road, parking station or other public place; and

(b) includes any instrument, display panel or transmitting apparatus associated with the device;

electronic parking ticket means a parking ticket issued in an electronic form;

emergency vehicle has the meaning in the Code;

fee, or ***parking fee***, means the fee, payable under this local law, that is determined and imposed by the local government under the Act;

fee paying machine means -

(a) a parking meter;

(b) a ticket issuing machine; or

(c) any other machine or device that can be used to pay for a parking fee;

fire hydrant has the meaning in the Code;

footpath has the meaning in the Code;

GVM (which stands for 'gross vehicle mass') has the meaning in the Code;

heavy vehicle has the meaning in the Code;

intersection has the meaning in the Code;

keep clear marking has the meaning in the Code;

kerb means any structure, mark, marking or device to delineate or indicate the edge of a carriageway;

loading zone has the meaning in the Code;

local government means the City of Cockburn;

lot has the meaning in the *Planning and Development Act 2005* or the *Strata Titles Act 1985*, according to the context;

mail zone has the meaning in the Code;

median strip has the meaning in the Code;

metered space means a section or part of a metered zone that is adjacent to a parking meter and that is marked or defined by painted lines or by metallic studs or similar devices for the purpose of indicating where a vehicle may be parked on payment of a fee;

metered zone means a thoroughfare or public reserve in which parking meters regulate the parking of vehicles;

motorcycle has the meaning in the Code;

motor vehicle -

(a) means a self-propelled vehicle that is not operated on rails; and

(b) includes a trailer, semi-trailer or caravan while attached to a motor vehicle,

but does not include a power assisted pedal cycle;

nature strip has the meaning in the Code;

no parking area has the meaning in the Code;

number plate has the meaning in the *Road Traffic (Vehicles) Act 2012*;

obstruction has the meaning in the Code;

occupier has the meaning in the Act;

one-way carriageway has the meaning in the Code;

owner -

(c) where used in relation to a vehicle licensed under the *Road Traffic (Vehicles) Act 2012*, has the meaning given to ‘responsible person’ in the *Road Traffic (Administration) Act 2008*;

(d) where used in relation to any other vehicle, means the person who owns, or is entitled to possession of, that vehicle; or

(e) where used in relation to land, has the meaning in the Act;

painted island has the meaning in the Code;

park has the meaning in the Code;

parking app means the mobile application designed to operate on a mobile device for the purpose of purchasing or obtaining an electronic parking ticket or a parking permit in accordance with this local law, and includes a similar process using a web browser;

parking app fee means the parking fee, specified in the parking app, that applies to a parking space or other place where a vehicle is to be parked or is being parked;

parking area has the meaning in the Code;

parking facilities includes -

(a) land, buildings, shelters, parking spaces, parking stations, metered zones, metered spaces and other facilities open to the public generally for the parking of vehicles with or without charge; and

(b) signs, notices and facilities used in connection with the parking of vehicles, including fee paying machines and electronic parking detection devices;

parking meter means a machine or device that, as a result of payment by any permitted means, indicates (without the issue of a ticket) the period during which it is lawful for a vehicle to remain parked in a metered space to which the machine or device relates;

parking permit, or ***permit****,* means –

(a) a permit issued under this local law; and

(b) a permit issued under a repealed parking local law of the local government where the permit is in force immediately prior to the commencement of this local law under clause 1.2.

parking region means the area to which this local law applies, as described in clause 1.3;

parking space means a section or part of a thoroughfare, a public reserve or a parking station, which is marked, or defined by painted lines, metallic studs, pavers or by similar devices for the purpose of indicating where a vehicle may stop or be parked;

parking station means any land or structure constituted as a parking station under this local law;

parking ticket, or ***ticket***, means a ticket, whether printed or electronic, that is -

(a) issued from a ticket issuing machine or a ticket issuing device;

(b) authorises the parking of a vehicle in a metered zone or a parking station; and

(c) includes the date and time that the authorisation expires, whether or not the payment of a fee is required;

pay by phone means payment for parking using the parking app;

pay by phone transaction means the transaction of paying for a parking fee, or purchasing or obtaining a parking permit, using the parking app;

pay by phone zone means a parking station or a metered zone (or any other parking facility), in respect of which signage is installed indicating that, at specified times or generally, payment for parking is required using the parking app;

pedestrian crossing has the meaning in the Code;

place of refuge for pedestrians includes any area or place which is open to or used by the public and not ordinarily intended for the stopping, parking or movement of vehicles, and also includes any physical provision or area demarcated by the marking of lines or otherwise identified by a sign;

power assisted pedal cycle has the meaning in the *Road Traffic (Administration) Act 2008*;

prescribed offence has the meaning in clause 8.4;

property line means the boundary between a thoroughfare and the land that abuts it;

public bus has the meaning in the Code;

public place means a place to which the public has access whether or not that place is on private property;

public reserve means any land -

(a) which belongs to the local government;

(b) of which the local government is the management body under the *Land Administration Act 1997*; or

(c) which is an ***otherwise unvested facility*** within section 3.53 of the Act;

Regulations means the *Local Government (Functions and General) Regulations 1996*;

right of way means any lane, passage, thoroughfare, way, whether private or public, over which any person in addition to the owner has a right of carriageway;

road has the meaning in the *Road Traffic (Administration) Act 2008*;

road marking has the meaning in the Code;

Schedule means a Schedule to this local law;

school zone has the meaning in the Code;

sign includes a traffic sign, mark, structure, inscription, road marking, symbol or device on which may be shown words, numbers, expressions or symbols, that is -

(a) approved by the local government; and

(b) placed on or near a thoroughfare, parking station or public reserve for the purpose of prohibiting, regulating, guiding or directing the stopping or parking of vehicles;

special purpose vehicle has the meaning in the Code;

stop has the meaning in the Code;

symbol includes any symbol specified by Australian Standard 1742.11-2016 and any symbol specified from time by time by Standards Australia for use in the regulation of parking;

taxi has the meaning in the Code;

taxi zone has the meaning in the Code;

thoroughfare has the meaning in the Act;

ticket issuing device means a mobile device that, as a result of a payment, issues a parking ticket;

ticket issuing machine means a machine that, as a result of a payment, issues a parking ticket;

T-intersection has the meaning in the Code;

tractor means -

(a) a prime mover type motor vehicle that is a tractive unit designed for hauling a semi-trailer; or

(b) a motor vehicle designed for use primarily in public and private sector industry, including agricultural, earthmoving and forestry pursuits;

traffic-control signal has the meaning in the Code;

traffic island has the meaning in the Code;

traffic sign has the meaning in the Code;

trailer means a vehicle without motive power of its own, designed for attachment to a motor vehicle for the purpose of being towed, but does not include a semi-trailer or caravan;

unexpired parking ticket means a parking ticket on which a date and a expiry time is printed or displayed, and that time has not expired;

vehicle has the meaning in the *Road Traffic (Administration) Act 2008*; and

verge means that part of a thoroughfare that is between the carriageway and a lot which abuts the thoroughfare and includes a nature strip, but does not include a footpath.

1.6 Application of particular terms

(1) For the purposes of the definitions of ***no parking area*** and ***parking area***, an arrow inscribed on a traffic sign erected at an angle to the boundary of the carriageway is taken

to be pointing in the direction in which it would point if the signs were turned at an angle of less than 90 degrees until parallel with the boundary.

(2) A reference to a thoroughfare, parking station, parking facility, metered zone or public reserve includes a reference to any part of the thoroughfare, parking station, parking facility, metered zone or public reserve.

(3) A reference to a word or expression on a sign includes a reference to a symbol depicting that word or expression.

(4) Where a term is used, but not defined, in this local law, and that term is defined in the *Road Traffic (Administration) Act 2008* or in the Code, then the term is to have the meaning given in that Act or the Code.

1.7 Pre-existing signs

(1) A sign that -

(a) was erected by the local government or the Commissioner of Main Roads prior to the commencement of this local law; and

(b) relates to the stopping or parking of vehicles within the parking region,

is taken to have been erected by the local government under this local law.

1.8 Part of thoroughfare to which sign applies

(1) Where under this local law the stopping or parking of a vehicle on a thoroughfare is controlled by a sign, the sign is to be taken to apply to that part of the thoroughfare which -

(a) is beyond the sign;

(b) is between that sign and the next sign; and

(c) is on that side of the thoroughfare nearest to the sign.

1.9 Vehicle and driver classes

(1) For the purpose of this local law, vehicles are divided into the following classes -

(a) buses;

(b) caravans;

(c) electric vehicles;

(d) electric rideable devices;

(e) motorcycles and bicycles;

(f) taxis;

(g) commercial vehicles;

(h) tractors;

(i) heavy vehicles; and

(j) all other vehicles.

(2) For the purpose of this local law, drivers are divided into the following classes -

(a) authorised persons;

(b) employees of the local government;

(c) customers or patrons of a shop, shopping centre, facility or event;

(d) persons who work in a shop or shopping centre;

(e) persons with special needs, including those relating to disability, age or care of infants; and

(f) all other persons.

1.10 Power to prohibit or regulate

The local government may, by resolution, prohibit or regulate by signs or otherwise, the stopping or parking of any vehicle or any class of person or vehicle, or both, but must do so consistently with this local law.

1.11 Determinations

(1) The local government may, by resolution, determine -

(a) the location of parking spaces;

(b) the permitted times and conditions of stopping and parking that may vary within the parking region;

(c) the permitted classes of persons who may stop or park their vehicles;

(d) the permitted classes of vehicles that may stop or park;

(e) the manner of stopping or parking a vehicle; and

(f) the amount, if any, payable for parking a vehicle.

(2) Where the local government makes a determination under subclause (1) -

(a) it may vary the determination; and

(b) the local government is to ensure that one or more signs are erected to give effect to the determination.

1.12 Parking fees

(1) Parking fees payable under this local law are to be determined and imposed by the local government under the Act.

(2) The local government may, by resolution, waive the parking fee in respect of a specified parking facility -

(a) at certain days and times;

(b) for specified classes of persons or vehicles; or

(c) for a specified period of time after a vehicle enters, stops or parks in the parking facility.

Part 2 - Parking stations and metered zones

2.1 Establishment of parking facilities

The local government may, by resolution, establish and vary parking stations, metered zones and other parking facilities.

2.2 Payment of fees in a parking station

A person must not stop or park a vehicle, or permit a vehicle to remain parked or stopped, in a parking station during a period for which a fee is payable unless -

(a) in the case of a parking station having an attendant on duty, the person pays the appropriate fee when demanded;

(b) in the case of a parking station equipped with a ticket issuing machine, the person -

(i) inserts the appropriate fee in the ticket issuing machine or makes such other permitted form of payment that is indicated on the machine; and

(ii) obtains a parking ticket from the machine; or

(c) in the case of a pay by phone zone, the person -

(i) immediately commences the pay by phone transaction and obtains notification that the transaction has commenced;

(ii) ensures that the transaction remains active at all times while the vehicle is stopped or parked; and

(iii) immediately before the vehicle is driven from where it had been stopped or parked, completes the pay by phone transaction and obtains notification that the appropriate fee has been paid.

2.3 Payment of fees in a metered zone

A person must not stop or park a vehicle, or permit a vehicle to remain parked or stopped, a metered zone during any period for which a fee is payable for that part unless -

(a) in the case of a metered space, the person inserts the appropriate fee in the adjacent parking meter or makes such other permitted form of payment that is indicated on the parking meter;

(b) in the case of a metered zone equipped with a ticket issuing machine, the person -

(i) inserts the appropriate fee in the ticket issuing machine or makes such other permitted form of payment that is indicated on the machine; and

(ii) obtains a parking ticket from the machine; or

(c) in the case of a pay by phone zone, the person -

(i) immediately commences the pay by phone transaction and obtains notification that the transaction has commenced;

(ii) ensures that the transaction remains active at all times while the vehicle is stopped or parked; and

(iii) immediately before the vehicle is driven from where it had been stopped or parked, completes the pay by phone transaction and obtains notification that the required fee has been paid.

2.4 Limitations applying where fee paid

The payment of a fee referred to in clause 2.2 or clause 2.3 does not authorise the stopping or parking of a vehicle where it is otherwise prohibited -

(a) under this local law; or

(b) by a sign.

2.5 When fee free period applies

Where a parking fee is waived under clause 1.12(2)(c), a person who is parking, or has parked, in a parking station or metered zone must not, when the initial fee free period expires -

(a) obtain another parking ticket or commence another parking session for the purpose of extending the total free parking time; or

(b) move the vehicle within, or exit and return to, the parking station or metered zone, for the purpose of extending the total free parking time,

unless the vehicle has been removed from the parking station or metered zone for a minimum of 12 hours.

2.6 Display of ticket

(1) A person must not stop or park a vehicle in a parking station or metered zone equipped with a ticket issuing machine during any period for which a fee is payable unless -

(a) in the case of a pay by phone zone, the person has complied with clause 2.2(c) or clause 2.3(c), as the case may be; or

(b) an unexpired parking ticket applicable to that parking station or metered zone is -

(i) displayed inside the vehicle; and

(ii) displayed so that the date, expiry time and the number (if any) on the ticket are clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle remains stopped or parked in the parking station or metered zone.

(2) A person must not display in a vehicle a ticket purchased from a ticket issuing machine, or from any other place authorised by the local government, if the ticket has been altered, added to or defaced in any way in an attempt to avoid payment of the appropriate fee.

2.7 Lost tickets

If provision is made in a parking station for payment of a fee on the departure of a vehicle, and the ticket issued when a vehicle entered the parking station is not produced on the departure of the vehicle, the fee payable is to be calculated from the time the parking station was opened on that day to the time of the departure of the vehicle.

2.8 Parking within a parking space

(1) A person must not stop or park a vehicle in a parking station or a metered zone, other than wholly within a parking space.

(2) In a parking station, a person must not park against the flow of traffic.

(3) In a metered zone -

(a) a person must not park a vehicle in a metered space in which another vehicle is parked; and

(b) unless a metered space in a thoroughfare is set out otherwise than parallel to the kerb, a person must park a vehicle parallel with the kerb and as close as practicable to the kerb.

2.9 No parking when meter expires or hood on meter

(1) A person must not leave a vehicle parked, or permit a vehicle to remain parked, in a metered space, during the hours when a fee is payable to park the vehicle in the space, when the adjacent parking meter exhibits the sign 'expired' or a negative time.

(2) Despite any other provision of this local law, and despite any other sign or notice, a person must not park a vehicle in a metered space if the parking meter referable to the metered space has a hood marked 'No Parking', 'Reserved Parking' or 'Temporary Bus Stand' (or equivalent symbols), except with the approval of the local government or an authorised person.

2.10 Prohibitions on stopping or parking

(1) A person must not stop a vehicle in any part of a parking station or metered zone -

(a) if the stopping of a vehicle in that part is prohibited by a sign; or

(b) during a period in which the stopping or parking of vehicles in that part is prohibited by a sign.

(2) A person must not park a vehicle in any part of a parking station or metered zone -

(a) if the parking of vehicles in that part is prohibited by a sign;

(b) during a period in which the parking of vehicles in that part is prohibited by a sign; or

(c) if a sign specifies that the part is for the parking of vehicles -

(i) of a different class;

(ii) driven by a person of a different class; or

(d) for more than the maximum time specified by a sign.

(3) A person must not park a vehicle in any part of a parking station so as to obstruct an entrance to, or an exit from, the parking station, or an access way within the parking station.

2.11 Use of fee paying machines

(1) A person must not insert into a fee paying machine anything other than the designations of coin or bank note or other form of permitted payment indicated by a sign on the fee paying machine.

(2) A person must not operate a fee paying machine except in accordance with the operating instructions on the fee paying machine.

2.12 Special event parking

(1) In this clause -

special event means an event or occurrence considered by the local government to be special or likely to attract a substantial number of persons driving vehicles, and which has been the subject of local public notice no less than 28 days before the first day of the event or occurrence.

(2) The local government may, by use of a sign, set aside for any period specified on the signs a parking station or metered zone for the parking of vehicles by persons attending a special event.

(3) A person must not stop or park a vehicle in a parking station or metered zone set aside under subclause (1) during the period for which it is set aside, unless a ticket purchased from the local government with respect to the special event is displayed inside the vehicle and is clearly visible to, and able to be read by, an authorised person from outside the vehicle.

(4) During the period referred to in subclause (2) the provisions of clauses 2.10(1)(b), 2.10(2)(b) and 2.10(2)(d) do not apply to the parking station or metered zone.

2.13 Behaviour in a parking station

A person must not -

(a) remain in a parking station after having been directed to leave the parking station by an authorised person;

(b) permit a vehicle to park in any part of a parking station, if an authorised person directs the driver of such vehicle to move the vehicle; or

(c) drive in a parking station in a direction other than the direction indicated by a sign.

2.14 Parking station may be locked

At the expiry of the hours of operation of a parking station, and whether or not any vehicle remains parked in the parking station, the local government may lock the parking station or otherwise prevent the movement of any vehicle within, to or from it.

2.15 Authorised parking spaces

(1) The local government may, by use of signs, set aside a parking station or metered zone, or one or more parking spaces in a parking station or metered zone, for the parking of vehicles by persons authorised by the local government.

(2) Where the local government authorises a person under subclause (1) the local government -

(a) is to issue a written permit to the person;

(b) may charge a fee for the permit; and

(c) may revoke the permit at any time.

(3) A person must not stop or park a vehicle in a parking space set aside under this clause unless a permit issued with respect to the vehicle is displayed inside the vehicle and is clearly visible to, and readable by, an authorised person examining the permit from outside the vehicle.

Part 3 - Stopping and parking generally

3.1 Parking or stopping a bicycle

A person must not stop or park a bicycle in a parking space unless the parking space is marked 'M/C'.

3.2 Authorised parking

A person must not, without the approval of the local government or an authorised person, stop or park a vehicle, other than an authorised vehicle, in an area designated by a sign for the parking of authorised vehicles only.

3.3 Stopping or parking on private property

(1) In this clause -

land does not include land that is -

(a) a public reserve;

(b) the subject of an agreement referred to in clause 1.3(3); or

(c) a parking facility.

(2) A person must not stop or park a vehicle on land -

(a) without the consent of the owner or occupier of the land; or

(b) where the consent is given subject to conditions, otherwise than in accordance with the conditions.

3.4 Stopping or parking on a public reserve

A person must not stop or park a vehicle on a public reserve, other than within a parking facility on that reserve, unless the person is an employee of the local government in carrying out their functions or has obtained the approval of the local government or an authorised person.

3.5 No obstruction

(1) A person must not stop or park a vehicle in a public place so as to cause an obstruction.

(2) For the purposes of subclause (1) -

(a) a vehicle that is parked in any portion of a public place where vehicles may not lawfully be parked is taken to be causing an obstruction; and

(b) a vehicle that is parked in any portion of a public place where vehicles may lawfully be parked does not cause an obstruction unless -

(i) the vehicle is parked for any period exceeding 24 hours, without the approval of the local government; or

(ii) the vehicle is parked during any period in which the parking of vehicles is prohibited or restricted by a sign.

3.6 Stopping in a parking area for people with disabilities

Parking restrictions relating to an area or place designated for the use of people with disabilities is dealt with in the *Local Government (Parking for People with Disabilities) Regulations 2014.*

3.7 Restrictions on stopping or parking in particular areas

A person must not stop or park a vehicle -

(a) in a no parking area;

(b) in a parking area, except in accordance with -

(i) a sign associated with the parking area; and

(ii) this local law; or

(c) in a space marked 'M/C' unless it is a motorcycle without a sidecar or a trailer, or it is a bicycle.

3.8 Stopping or parking in a loading zone

A person must not stop or park a vehicle in a loading zone unless it is -

(a) a motor vehicle used for commercial or trade purposes engaged in the picking up or setting down of goods; or

(b) a motor vehicle taking up or setting down passengers,

but, in any event, must not remain in that loading zone -

(c) for longer than a time indicated on the 'loading zone' sign;

(d) if picking up or setting down goods - for longer than 30 minutes (if no time is indicated on the sign); or

(e) or if taking up or setting down passengers - for longer than 2 minutes (if no time is indicated on the sign).

3.9 Temporary parking restrictions

(1) The local government may, by the use of signs or other means, temporarily restrict or prohibit parking in a parking station, parking space, metered zone or metered bay for the purpose of carrying out urgent, essential or official functions of the local government.

(2) Unless with the approval of the local government or an authorised person, a person must not stop, park or permit a vehicle to remain parked in an area where temporary parking restrictions apply.

(3) Clause 3.9 has effect notwithstanding any other provision of this local law or any sign referable to the area.

3.10 Stopping or parking in a taxi zone or bus zone

(1) A driver must not stop or park in a taxi zone, unless the driver is driving a taxi undertaking fee for service passenger collection or drop-off activities.

(2) A driver must not stop in a bus zone unless the driver is driving a public bus, or a bus of a type that is permitted to stop at the bus zone by information on or with the 'bus zone' sign, applying to the bus zone.

Part 4 - Parking on a thoroughfare generally

4.1 Stopping or parking contrary to a sign

(1) In this clause -

unattended, in relation to a vehicle, means that the driver has left the vehicle so that the driver is more than 3 metres from the closest point of the vehicle.

(2) A person must not stop or park a vehicle on a thoroughfare -

(a) during any period when the stopping or parking of vehicles is prohibited by a sign;

(b) if it is set aside by a sign for the stopping or parking of vehicles of a different class;

(c) if it is set aside by a sign for the stopping or parking of vehicles by persons of a different class;

(d) to which a 'no parking' sign applies, unless the driver -

(i) is dropping off, or picking up, passengers or goods;

(ii) does not leave the vehicle unattended; and

(iii) completes the dropping off, or picking up, of the passengers or goods within 2 minutes of stopping and drives on; or

(e) the side of which is marked with a continuous yellow edge line.

(3) A person must not stop or park a vehicle on -

(a) a thoroughfare other than wholly within a parking space if the part of the thoroughfare on which the vehicle is standing or parked is provided with parking spaces; or

(b) any part of a thoroughfare, whether or not that part is marked as a parking space, for more than the maximum time specified by a sign.

(4) A person must not stop or park a vehicle in a parking space in which another vehicle is stopped or parked.

4.2 Median strips, painted islands and traffic islands

Subject to any law relating to intersections with traffic-control signals, a person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is -

(a) on a median strip, painted island or traffic island;

(b) adjacent to a median strip otherwise than in a parking space; or

(c) within 9 metres of any portion of a carriageway bounded on one or both sides by a traffic island.

4.3 Stopping or parking certain vehicles in built-up area

A person must not stop or park -

(a) a vehicle or any combination of vehicles that, together with any projection on, or load carried by, the vehicle or combination of vehicles, is 7.5m or more in length; or

(b) exceeds a GVM of 4.5 tonnes,

on a thoroughfare in a built-up area between the hours of 6.00 pm one day and 7.00 am the following day and for more than 3 hours consecutively between the hours of 7.00 am and 6.00 pm.

4.4 Parking on a carriageway

(1) In this clause -

continuous dividing line means -

(a) a single continuous dividing line only;

(b) a single continuous dividing line to the left or right of a broken dividing line; or

(c) 2 parallel continuous dividing lines.

(2) Unless otherwise indicated on a sign, a person parking a vehicle on a carriageway other than in a parking space must park the vehicle -

(a) in the case of a two-way carriageway, so that it is as near as practicable to, and parallel with, the left boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;

(b) in the case of a one-way carriageway, so that it is as near as practicable to, and parallel with, either boundary of the carriageway and headed in the direction of the movement of traffic on the side of the thoroughfare on which the vehicle is parked;

(c) so that at least 3 metres of the width of the carriageway lies between the vehicle and the farther boundary of the carriageway, or any continuous dividing line or median strip, or between the vehicle and a vehicle parked on the farther side of the carriageway;

(d) so that the front and the rear of the vehicle respectively are not less than 1 metre from any other vehicle, except a motorcycle without a trailer, or a bicycle parked in accordance with this local law; and

(e) so that it does not obstruct any other vehicle on the carriageway.

4.5 When parallel and right-angled parking apply

Unless a sign indicates otherwise -

(a) a person parking a vehicle in a parking area adjacent to the boundary of a carriageway, must park the vehicle as near as practicable to, and parallel with, that boundary; and

(b) a person parking a vehicle in a parking area at or near the centre of a carriageway, must park the vehicle at approximately right angles to the centre of the carriageway.

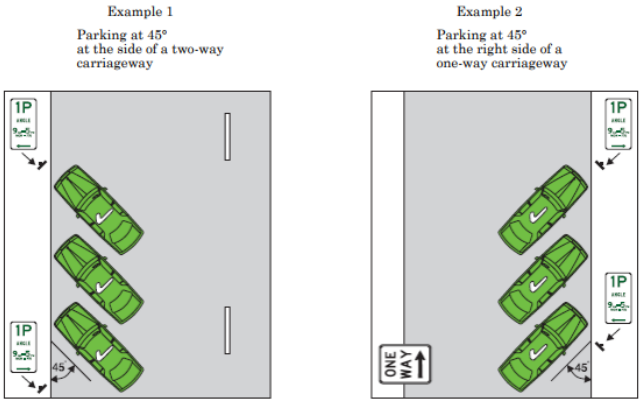
4.6 When angle parking applies

(1) Subject to subclause (2), where a sign indicates that angle parking is permitted in a parking area, a person parking a vehicle in the area must park the vehicle at an angle of approximately 45 degrees to the centre of the carriageway unless otherwise indicated by the sign.

(2) This clause does not apply to -

(a) a passenger vehicle or a commercial vehicle with a mass including any load, of over 3 tonnes; or

(b) a person parking either a motorcycle without a trailer, or a bicycle.



Example of angle parking

4.7 Stopping or parking near a fire hydrant or public post box

(1) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is within 1 metre of a fire hydrant, fire plug or a sign indicating the existence of a fire hydrant or fire plug.

(2) This clause does not apply if -

(a) the driver is driving a public bus, and the driver stops in a bus zone or bus stop and does not leave the bus unattended; or

(b) the driver is driving a taxi, and the driver stops in a taxi zone and does not leave the vehicle unattended.

(3) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is within 3 metres of a public post box or within a mail zone, unless the vehicle is being used for the purpose of collecting postal articles from the post box.

4.8 Stopping or parking in a clearway

(1) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is within an area marked by a clearway sign.

(2) Subclause (1) does not apply to the driver of a public bus if the driver is dropping off, or picking up, passengers.

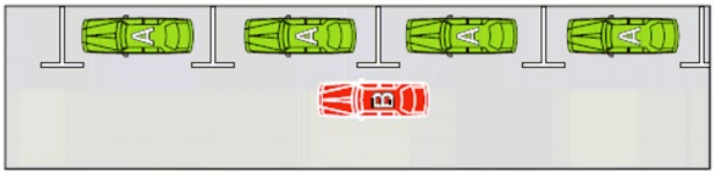
4.9 Double parking

(1) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is between any other stopped or parked vehicle and the centre of that thoroughfare.

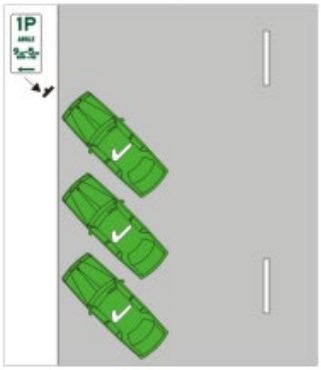
(2) This clause does not apply to -

(a) a driver stopped in traffic; or

(b) a driver angle parking on the carriageway in accordance with this local law.



Example 1 – double parking



Example 2 – no double parking

4.10 Verge parking

(1) A person must not stop or park a vehicle on a verge where a sign prohibits the stopping or parking of vehicles on the verge.

(2) A person must not drive, stop or park a vehicle on a verge, in the absence of a sign prohibiting the stopping or parking of vehicles on the verge, unless -

(a) the person is the owner or occupier of the lot abutting that portion of the verge;

(b) the person has the permission of the owner or occupier of the lot abutting that portion of the verge;

(c) the person is an authorised person undertaking the functions for which they are authorised by the local government; or

(d) the person is acting under the authority of a written law.

4.11 Bus stops, pedestrian and children's crossing

(1) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is within 20m of the approach side of a bus stop, or within 10 m of the departure side of a bus stop, unless the vehicle is a public bus stopped to take up or set down passengers.

(2) A person must not stop, park or permit a vehicle to remain parked in a bus stop except for the purpose of taking up or setting down passengers to or from such vehicle.

(3) A person must not stop or park a vehicle on a thoroughfare so that any portion of the vehicle is -

(a) within 20 m of the approach side of pedestrian or children's crossing; or

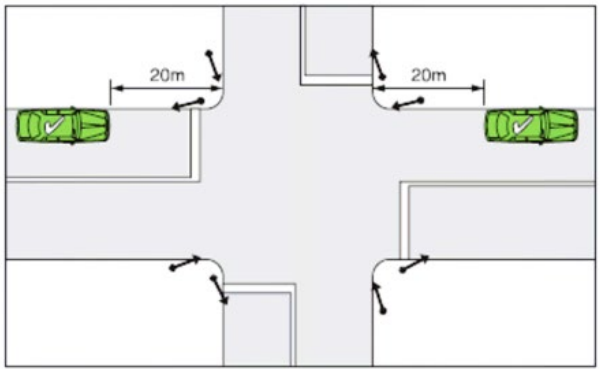
(b) within 10 m of the departure side of pedestrian or children's crossing.

(4) In this clause, distances are measured in the direction in which the driver is driving.

4.12 Intersections

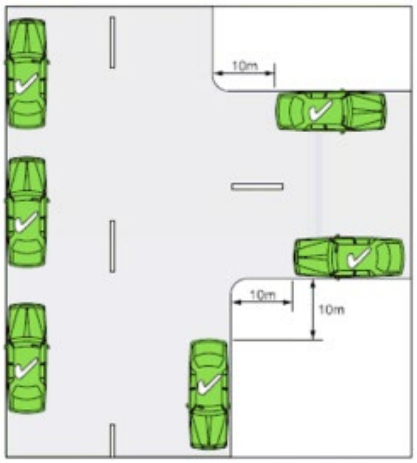
(1) Unless a sign indicates otherwise, a person must not stop a vehicle so that any portion of the vehicle is -

(a) within 20 metres from the nearest point of an intersecting carriageway at an intersection with traffic-control signals; or



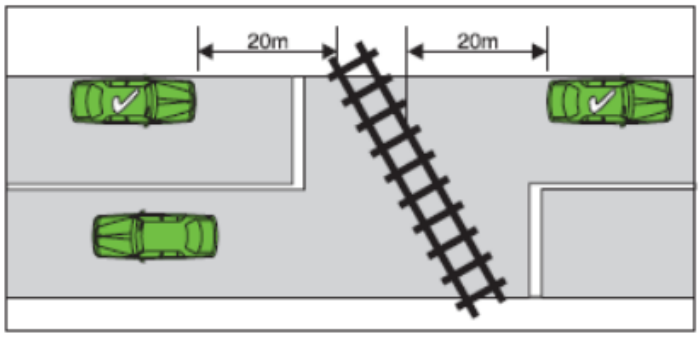
Example of measurement of distance —intersection with traffic-control signals

(b) within 10 metres of the prolongation of the nearer edge of any intersecting carriageway (without traffic-control signals) intersecting that carriageway on the side on which the vehicle is stopped, unless the person stops, if the intersection is a T-intersection, along the continuous side of the continuing road at the intersection.



Example of measurement of distance —T-intersection without traffic lights

(2) A person must not stop or park a vehicle so that any portion of the vehicle is within 20 metres of either the approach side or the departure side of the nearest rail of a railway level crossing.



Example of measurement of distance — level crossing

4.13 Movement of vehicles to avoid time limitation

If a person parks a vehicle in a thoroughfare where parking is restricted as to time, that person must not park that vehicle again in the same thoroughfare on that same day unless it has first been removed from the thoroughfare for at least 1 hour.

4.14 No parking of vehicles in certain circumstances

A person must not park a vehicle on a thoroughfare -

(a) for the purpose of exposing it for sale;

(b) if the vehicle is not licensed under the *Road Traffic (Vehicles) Act 2012*;

(c) if the vehicle is a trailer or a caravan unattached to a motor vehicle; or

(d) for the purpose of effecting repairs to the vehicle, other than the minimum repairs necessary to enable the vehicle to be moved to a place other than a thoroughfare.

4.15 Keep clear markings

A person must not stop or park a vehicle on an area of carriageway marked with a keep clear marking.

4.16 Traffic obstruction

Subject to any law relating to intersections with traffic-control signals, a person must not stop or park a vehicle so that any portion of the vehicle is -

(a) in front of a right of way, cross-over, passage or driveway, or so close to one as to deny vehicles reasonable access to, or egress from, the right of way, cross-over, passage or private driveway;

(b) on an intersection, except adjacent to a carriageway boundary that is not broken by an intersecting carriageway;

(c) alongside any excavation, works, hoarding, scaffolding or obstruction on the carriageway, if the vehicle would obstruct traffic;

(d) in a cul-de-sac so as to obstruct the turning of vehicles within the cul-de-sac;

(e) on or over any part of a footpath or a place of refuge for pedestrians, unless a sign indicates otherwise;

(f) on or over any part of a footpath or a place of refuge for pedestrians within a school zone unless a sign indicates otherwise; or

(g) on a bridge.

Part 5 - Parking permits

Division 1 - General provisions

5.1 Application

This Part applies to -

(a) residential parking permits; and

(b) other classes of parking permits, if any, determined under clause 5.2.

5.2 Classes of parking permits

The local government may determine -

(a) classes of parking permits in addition to residential parking permits; and

(b) the eligibility criteria for each class of parking permit.

5.3 Application for a permit

(1) A person who is eligible or who is required to obtain a permit under this local law must apply for the permit in accordance with subclause (2).

(2) An application for a permit must -

(a) be in the form determined by the CEO;

(b) be signed by the applicant;

(c) provide the information required by the form; and

(d) be forwarded to the local government together with any fee imposed by the local government under sections 6.16 to 6.19 of the Act.

(3) Before determining an application for a permit, the local government may request the applicant -

(a) to consult with those nearby owners and/or occupiers who are specified in the request;

(b) to advise those nearby owners and/or occupiers that they may, within 14 days of receiving that advice, make submissions to the local government on the application for a permit; and/or

(c) within a specified time of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(4) The local government may refuse to consider an application that is not in accordance with subclause (2) or if the applicant does not comply with a request under subclause (3) within the prescribed time.

(5) A person must not make a false or misleading statement in connection with an application in respect of a permit.

5.4 Determining an application

(1) The local government may -

(a) approve an application unconditionally or subject to conditions; or

(b) refuse to approve an application.

(2) A decision under subclause (1) must be made within 90 days of an applicant satisfying the requirements of clause 5.3.

(3) If a decision under subclause (1) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 5.3(2)(d) is to be refunded to the applicant.

(4) If an application is approved, the local government is to issue to the applicant a permit in the form determined by the CEO.

(5) If an application is refused, the local government is to give written notice of that refusal to the applicant and the reasons for its decisions.

5.5 Compliance with and variation of conditions

(1) Where a permit is issued subject to conditions, the permit holder must comply with each of the conditions.

(2) The local government may, at any time, amend the conditions of a permit and the amended conditions take effect 14 days after written notice is given to the permit holder.

5.6 Duration of permit

(1) Unless otherwise specified in its terms or conditions, a permit is valid from the date on which it is issued until the earlier of -

(a) the expiry date, if any, specified on the permit;

(b) the date that it is cancelled under this Division;

(c) the date that the permit holder ceases to be eligible for a permit; or

(d) the date that the permit is replaced under clause 5.10.

(2) Where a permit ceases to be valid, the permit holder must immediately -

(a) cease to use and display the permit; and

(b) in a case where the permit holder has ceased to be eligible for the permit - notify the local government in writing that they have ceased to be eligible.

(3) Where a permit ceases to be valid under subclause (1)(a), the permit holder may apply for a renewal of the permit.

5.7 Renewal of permit

(1) A permit holder may apply to the local government for the renewal of the permit.

(2) An application for renewal must -

(a) be in the form determined by the CEO;

(b) be signed by the permit holder;

(c) provide the information required by the form;

(d) be forwarded to the local government no later than 28 days before the expiry of the permit, or within a shorter period that the local government in a particular case permits; and

(e) be accompanied by any fee imposed by the local government under sections 6.16 to 6.19 of the Act.

(3) The provisions of this Part that apply to an application for a permit also apply to an application for the renewal of a permit as though it were an application for a permit.

5.8 Permit not transferable

A permit is not transferable.

5.9 Cancellation of a permit

(1) The local government may cancel a permit if -

(a) the permit holder requests the local government to do so;

(b) the permit holder has failed to comply with a condition of the permit; or

(c) the permit holder breaches a provision of this local law in respect of the vehicle that is the subject of the local law.

(2) If the local government cancels a permit under subclauses (1)(b)-(c), it must give the permit holder written notice of the cancellation and of the reasons for the cancellation.

(3) A cancellation under subclause (1) takes effect 14 days after the written notice under subclause (2) is given to the permit holder.

(4) If a permit is cancelled –

(a) the permit holder must, in the case of a written permit, return the permit to the local government as soon as practicable, or cause it to be destroyed; and

(b) no part of the fee paid for the permit is refundable.

5.10 Replacement of a permit

(1) The local government may, on written application by the permit holder, issue a replacement permit for a permit that has been lost, misplaced, destroyed or stolen.

(2) The written application -

(a) must be in the form determined by the local government;

(b) be signed by the permit holder;

(c) provide the information required by the form; and

(d) be accompanied by any fee imposed and determined by the local government under sections 6.16 to 6.19 of the Act.

(3) Before determining the application, the local government may require the applicant to provide additional information reasonably related to the application.

(4) The local government may refuse to consider an application that is not in accordance with subclause (2) or where a requirement of subclause (3) has not been satisfied.

5.11 Use of counterfeit or altered permit

A person must not -

(a) use or display on a vehicle, a counterfeit permit or one that has in any way been altered, added to or defaced; or

(b) produce to an authorised person a counterfeit permit or one that that has been altered, added to or defaced.

Division 2 - Residential parking permits

5.12 Interpretation

In this Division -

local planning scheme means a local planning scheme of the local government made under the *Planning and Development Act 2005;*

permit means a residential parking permit; and

residential lot means a lot where a residential use -

(a) is or may be permitted under a local planning scheme; and

(b) is or will be the predominant use of the lot.

5.13 Eligibility

(1) A person is eligible for a permit if -

(a) they are the owner or occupier of a residential lot fronting or with vehicle access to and from the thoroughfare to which the permit will relate;

(b) the vehicle to which the permit will apply is not a commercial vehicle; and

(c) they hold a valid driver's licence for the class of vehicle to which the permit will apply.

(2) A person is not eligible for a permit if that person has had a permit issued under this Part cancelled by the local government in the last 12 months.

5.14 Residential parking permit

(1) The local government may issue a maximum of 3 permits for each residential lot that -

(a) fronts a thoroughfare; or

(b) has vehicle access to and from a thoroughfare.

(2) A permit is to specify -

(a) the permit number;

(b) the number plate of the permitted vehicle; and

(c) the name of the thoroughfare in respect of which the permit applies.

5.15 Effect of permit

(1) The holder of a parking permit issued under this Part is exempt from a prohibition against the stopping or parking of vehicles on a thoroughfare for more than a specified period of time.

(2) The exemption under subclause (1) applies only –

(a) to the thoroughfare specified in the permit, except where it is adjacent to retail premises where the parking of all vehicles is subject to a time restriction;

(b) to the vehicle specified in a permit;

(c) where the permit is subject to conditions – only where those conditions are met;

(d) if the permit is displayed in the vehicle and is clearly visible to, and able to be read by, an authorised person from outside the vehicle at all times while the vehicle is stopped or parked in an area to which the permit relates; and

(e) if the permit is valid.

Part 6 - Miscellaneous

6.1 Authorised person may order vehicle to be moved

A person must not stop or park a vehicle, or allow a vehicle to remain stopped or parked, after having been directed by an authorised person to move the vehicle.

6.2 Authorised person may mark tyres

(1) An authorised person, in carrying out their functions, may mark the tyres of a parked vehicle with chalk or any other non-indelible substance or technology.

(2) A person must not remove a mark made by an authorised person so that the purpose of the affixing of the mark is defeated or likely to be defeated.

6.3 Unauthorised signs

A person must not, without the approval of the local government, place, mark or erect a sign purporting to be or resembling a sign placed, marked or erected by the local government under this local law.

6.4 No contravention of sign

An inscription or symbol on a sign operates and has effect according to its tenor and a person contravening the direction on a sign commits an offence under this local law

6.5 General provisions about signs

(1) A sign is presumed, in the absence of evidence to the contrary, to be a sign placed, marked or erected under the authority of this local law.

(2) Where an inscription or symbol on a sign relates to the stopping of vehicles, it shall be deemed for the purposes of this local law to operate and have effect as if it also related to the parking of vehicles.

(3) The first three letters of any day of the week when used on a sign indicate that day of the week

6.6 Removal of notice from vehicle

A person, other than the driver of the vehicle or a person acting under the direction of the driver, must not remove from that vehicle any notice affixed to or put on it by an authorised person under this local law.

6.7 Impounding of vehicles

The impounding of vehicles and other goods is dealt with in Subdivision 4 of Division 3 of Part 3 of the Act and regulation 29 of the Regulations.

6.8 Exemptions

(1) A provision of Part 2, 3 or 4 of this local law does not apply to the driver of an emergency vehicle or a special purpose vehicle if, in the circumstances -

(a) the driver is taking reasonable care; and

(b) it is reasonable that the provision should not apply.

(2) A provision of Part 2, 3 or 4 of this local law does not apply to a driver who is an authorised person appointed for the purposes of this or another written law applicable to the district who is driving a vehicle in the course of their functions if, in the circumstances -

(a) the driver is taking reasonable care; and

(b) it is reasonable that the provision should not apply.

(3) A provision of Part 2, 3, 5 or 6 of this local law does not apply to a person who is at the site of, and engaged in, roadworks or maintenance of the thoroughfare if, in the circumstances -

(a) it is not practical for the person to comply with the provision; and

(b) sufficient warning of the roadworks has been given to other road users.

Part 7 - Objection and review

7.1 Objection and review rights

Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to a decision of the local government -

(a) to refuse to grant an approval or permit;

(b) to vary or cancel an approval or permit; or

(c) to impose or amend a condition of approval or a permit.

Part 8 - Enforcement

8.1 Interference of damage to parking facilities

(1) A person must not interfere with, alter, affix any thing to, damage, deface, remove, misuse or obstruct the operation of any parking facility or any local government property used in, or in connection with, a parking facility.

(2) If a person is in breach of subclause (1), the local government may, by notice in writing to the person, require the person within the time specified in the notice to, at the option of the local government, pay the costs of -

(a) reinstating the parking facility or local government property to the state it was in prior to the occurrence of the damage; or

(b) replacing the parking facility or local government property.

8.2 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Subdivision 3 and 4 of Division 2 of Part 9 of the Act.

8.3 Offences and general penalty

(1) A person who -

(a) fails to do anything required or directed to be done under this local law; or

(b) does an act or omits to do an act contrary to this local law,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction -

(a) to a penalty not exceeding $10,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

8.4 Prescribed offences and modified penalties

(1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) In accordance with section 9.16 of the Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 9.17 of the Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount appearing in the final column on Schedule 1 directly opposite a clause specified in that Schedule is the modified penalty for an offence against that clause

(5) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the Act.

8.5 Form of infringement notices

For the purposes of this local law -

(a) the form of the notice referred to in section 9.13 of the Act is that of Form 1 in Schedule 1 of the Regulations;

(b) the form of the infringement notice that may be given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and

(c) the form of the notice referred to in section 9.20 of the Act to withdraw an infringement notice is that of Form 3 in Schedule 1 of the Regulations.

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Schedule 1 - Prescribed offences

Item no.	Clause no.	Description	Modified penalty
1	2.2(a)	Failure to pay appropriate fee when demanded	$125
2	2.2(b)	Failure to obtain a parking ticket in a parking station	$125
3	2.2(c)	Failure to commence or keep active a pay by phone transaction in a parking station	$125
4	2.3(a)	Failure to pay fee to parking meter	$125
5	2.3(b)	Failure to obtain a parking ticket in a metered zone	$125
6	2.3(c)	Failure to commence or keep active a pay by phone transaction in a metered zone	$125
7	2.5(a)	Obtaining multiple parking tickets or commencing multiple parking sessions to extend initial fee free period	$125
8	2.5(b)	Moving a vehicle within a parking station to extend initial fee free period	$125
9	2.6(1)	Failure to clearly display unexpired parking ticket	$125
10	2.6(2)	Displaying an altered, added to or defaced parking ticket	$250
11	2.8(1)	Stopping or parking a vehicle otherwise than wholly within the parking space	$125
12	2.8(2)	Stopping or parking a vehicle against the flow of traffic	$125
13	2.8(3)(a)	Parking a vehicle in a metered space where another vehicle is parked	$125
14	2.8(3)(b)	Failure to park parallel with a kerb and close to the kerb	$125
15	2.9(1)	Parking when parking meter has expired	$125
16	2.9(2)	Parking where hooded parking meter prohibits parking	$125
17	2.10(1)	Stopping a vehicle contrary to a sign	$125
18	2.10(2)	Parking a vehicle contrary to a sign	$125
19	2.10(3)	Obstructing an entrance, exit or access way in a parking station	$125
20	2.11(1)	Making non-authorised insertion into a fee paying machine	$125
21	2.11(2)	Failure to comply with operating instructions on a fee paying machine	$125
22	2.12(3)	Stopping or parking a vehicle without clearly displaying a special event ticket	$125
23	2.13(a)	Failure to leave parking station when directed by authorised person	$250
24	2.13(b)	Failure to remove vehicle when directed of an authorised person	$250
25	2.13(c)	Driving a vehicle in a direction contrary to a sign	$250
26	2.15(3)	Stopping or parking a vehicle in an authorised space without clearly displaying a permit	$125
27	3.1	Stopping or parking a bicycle in a parking space not marked “M/C”	$125
28	3.2	Stopping or parking a vehicle in an authorised vehicle area without approval	$125
29	3.2(2)	Stopping or parking a vehicle on private property without consent of owner	$125
30	3.4	Stopping or parking a vehicle on a public reserve without approval	$250
31	3.5	Stopping or parking a vehicle in a public place so as to cause an obstruction	$250
32	3.7(a)	Stopping or parking a vehicle in a no parking area	$125
33	3.7(b)	Stopping or parking a vehicle in a parking area contrary to sign and local law	$125
34	3.7(c)	Stopping or parking a vehicle in a motorcycle space	$125

35	3.8	Unlawful stopping in a loading zone	$125
36	3.9	Stopping or parking a vehicle in an area where temporary parking restrictions apply	$125
37	3.10(1)	Unlawful stopping or parking in a taxi zone	$125
38	3.10(2)	Unlawful stopping or parking in a bus zone	$125
39	4.1(2)	Stopping or parking a vehicle on a thoroughfare contrary to a sign	$125
40	4.1(3)(a)	Stopping or parking a vehicle other than wholly within a parking space	$125
41	4.1(3)(b)	Stopping or parking a vehicle for more than the maximum time permitted	$125
42	4.1(4)	Stopping or parking a vehicle in a parking space where another vehicle is stopped or parked	$125
43	4.2(a)	Stopping or parking a vehicle on a median strip	$125
44	4.2(a)	Stopping or parking a vehicle on a painted island	$125
45	4.2(a)	Stopping or parking a vehicle on a traffic island	$125
46	4.2(b)	Stopping or parking a vehicle adjacent to a median strip	$125
47	4.2(c)	Stopping or parking a vehicle within 9 metres of a traffic island	$125
48	4.3	Stopping or parking certain vehicle in built-up area	$250
49	4.4(2)(a)	Failure to park a vehicle as near as practicable to and parallel with the left boundary of two-way carriageway against the flow of traffic	$125
50	4.4(2)(b)	Failure to park a vehicle as near as practicable to and parallel with the boundary of a one-way carriageway in the direction of the traffic	$125
51	4.4(2)(c)	Parking a vehicle less than 3 metres from the farther boundary of a carriageway	$125
52	4.4(2)(d)	Parking a vehicle closer than 1 metre from another vehicle	$125
53	4.4(2)(e)	Parking a vehicle so as to cause obstruction to another vehicle on a carriageway	$125
54	4.5(a)	Failure to park a vehicle near and parallel with the boundary of a carriageway	$125
55	4.5(a)	Failure to park a vehicle at right angle to the centre of a carriageway	$125
56	4.6(1)	Failure to park a vehicle at specified angle	$125
57	4.7(1)	Stopping or parking a vehicle within 1 metre of a fire hydrant, fire plug or sign	$500
58	4.7(3)	Stopping or parking a vehicle within a mail zone or within 3 metres of a post box	$125
59	4.8(1)	Stopping or parking a vehicle in a clearway zone	$250
60	4.9(1)	Double parking	$125
61	4.10(1)	Stopping or parking a vehicle on a verge contrary to a sign	$125
62	4.10(2)(b)	Driving, stopping or parking a vehicle on a verge without consent	$125
63	4.11(1)	Stopping or parking a vehicle within 20 metres of the approach side of a bus stop	$250
64	4.11(1)	Stopping or parking a vehicle within 10 metres of the departure side of a bus stop	$250
65	4.11(2)	Unlawful stopping or parking in a bus zone	$250
66	4.11(3)(a)	Stopping or parking a vehicle within 20m of the approach side of a pedestrian or children’s crossing	$250
67	4.11(3)(a)	Stopping or parking a vehicle within 10 metres of the departure side of a pedestrian or children’s crossing	$250
68	4.12(1)(a)	Stopping or parking a vehicle within 20 metres of an intersection with traffic-control signals	$250

69	4.12(1)(b)	Stopping or parking a vehicle within 10 metres of an intersection without traffic-control signals	$250
70	4.12(2)	Stopping or parking a vehicle within 20 metres of the approach or departure side of a railway level crossing	$250
71	4.13	Parking a vehicle again within 1 hour on same thoroughfare	$125
72	4.14(a)	Parking a vehicle on a thoroughfare for the purpose of sale	$125
73	4.14(b)	Parking an unlicensed vehicle on a thoroughfare	$125
74	4.14(c)	Parking a trailer or caravan which is not attached to a vehicle on thoroughfare	$125
75	4.14(d)	Effecting repairs to a vehicle parked on a thoroughfare	$125
76	4.15	Stopping or parking a vehicle on thoroughfare contrary to keep clear marking	$250
77	4.16(a)	Stopping or parking a vehicle in front of a right of way, cross-over, passage or driveway	$250
78	4.16(b)	Stopping or parking a vehicle on an intersection	$250
79	4.16(c)	Stopping or parking a vehicle next to a traffic obstruction	$250
80	4.16(d)	Stopping or parking a vehicle in a cul-de-sac so as to cause an obstruction	$125
81	4.16(e)	Stopping or parking a vehicle over a footpath or place of refuge for pedestrians	$250
82	4.16(f)	Stopping or parking a vehicle on a footpath within a school zone	$500
83	4.16(g)	Stopping or parking a vehicle on a bridge	$125
84	5.3(5)	Providing false or misleading statement in connection with application	$125
85	5.4(1)	Failure to comply with conditions of a permit	$125
86	5.11	Use of counterfeit or altered permit	$250
87	6.1	Failing to comply with direction of an authorised person	$250
88	6.2	Removing mark of authorised person	$250
89	6.3	Placing, marking or erecting unauthorised signs	$125
90	6.4	Contravening a direction on a sign	$125
91	6.5	Unlawfully removing notice affixed to vehicle	$125
92		Each other offence not specified	$125

_____

Dated this of 2026.

The Common Seal of the City of Cockburn was affixed by authority of a resolution of the Council in the presence of -

…….
LOGAN K HOWLETT
MAYOR

…….
DANIEL SIMMS
CHIEF EXECUTIVE OFFICER

15.1.10 Proposed City of Cockburn Waste Amendment Local Law 2026

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Proposed City of Cockburn Waste Amendment Local Law 2026 ⇩ 2. City of Cockburn Waste Local Law 2020 (Consolidated - Tracked Changes) ⇩

RECOMMENDATION

The Committee recommends Council:

(1) PROPOSES to make the City of Cockburn Waste Amendment Local Law 2026, as shown in Attachment 1, with the following purpose and effect:

1. the purpose of the proposed local law is to amend the principal local law so as to:
   - a insert additional definitions into clause 1.5;
   - b insert clauses 3.1A, 3.4, as well as a new Part 6;
   - c delete clauses 5.2 to 5.5;
   - d make substantial changes to clauses 1.6, 2.10 and 3.1;
   - e amend the modified penalties provided for in Schedule 2; and
   - f make other minor changes throughout.
2. the effect of the proposed local law is that the principal local law is amended.

(2) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Waste Amendment Local Law 2026 by:

1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
2. giving a copy of the local public notice and the City of Cockburn Waste Amendment Local Law 2026 to the Departmental CEO of the Department of Local Government and the Chief Executive Officer of the Department of Water and Environmental Regulation, in accordance with section 3.12(3)(b) of the Act; and
3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Waste Amendment Local Law 2026, in accordance with section 3.12(4) of the Act.

Background

At the 8 July 2025 Ordinary Meeting of Council, Council received and noted an update and project plan for the review of the City of Cockburn local laws. This follows a protracted local law review process, which originally commenced in 2022.

This update and project plan informed Council that the City was progressing with the local law review, and that external legal advisors had been engaged to draft a new suite of local laws, which would be workshopped with Elected Members in July and subsequently presented to the November 2025 Governance Committee meeting for consideration and referral to Council for approval to commence the lawmaking process.

In accordance with the local law project plan, City officers presented a suite of new proposed local laws to Council at an Elected Member Briefing Session in September, which included amendments to the City of Cockburn Waste Local Law 2020.

This report presents the proposed City of Cockburn Waste Amendment Local Law 2026 to Council for the purposes of commencing the lawmaking process under section 3.16, which involves a six-week public comment period as well as seeking feedback from the Department of Local Government and the Department of Water and Environmental Regulation, before bringing back to Council a report on any submissions as well as the final proposed City of Cockburn Waste Amendment Local Law 2026 for adoption by Council.

Submission

N/A

Report

The City of Cockburn Waste Local Law 2020 was adopted by Council on 11 June 2020. It has not been amended since this time.

To review the Waste Local Law, the current local law was emailed to the Waste team, seeking feedback. Further, the City of Cockburn (Local Government Act) Local Laws 2000 (the Consolidated Local Law) was also reviewed.

On review of the Consolidated Local Law, two clauses were identified which would be more appropriately located in the Waste Local Law. Further, the Waste team identified inconsistencies when comparing LPP 1.14 Waste Management with the Waste Local Law. The Waste team further identified that the clause dealing with verge collections needs amendment, in case the City were to ever move to a Verge Valet model.

This review informed drafting instructions for the external legal advisors, who prepared an Amendment Local Law to amend the City of Cockburn Waste Local Law 2020.

In summary, the Amendment Local Law will make the following changes to the City of Cockburn Waste Local Law 2020:

1. changing the procedure around determinations so that Council does not need to do it every year. This will bring this into line with how determinations are dealt with in all other local laws;
2. re-writing the clause to do with the set-out of waste for verge collections, so that it works for both a bulk verge collection and Verge Valet model;
3. broadening of the general duties of an owner/occupier so that all waste must be placed in bins, bins must be kept clean and in good repair, and they are emptied regularly. Currently, these obligations only apply to bins provided by the City;
4. introduction of a clause allowing the City to direct an owner or occupier of a premises consisting of 5 or more dwellings, or which is used for commercial or industrial purpose, to provide a suitable enclosure for the storage and cleaning of bins used on the premises. A clause already exists in the Consolidated Local Law but it has been moved to the Waste Local Law as it has to do with waste. It has also been amended to ensure alignment with LPP 1.14 Waste Management;
5. introduction of a clause regulating waste on building sites. A clause already exists in the Consolidated Local Law but it has been broadened and moved to the Waste Local Law as it has to do with waste;
6. standardisation of the ‘Enforcement’ section, so it aligns with all other local laws;
7. review of the modified penalties to align with the three-tier approach. An increased ‘subsequent penalty’ for all offences has also been added so larger infringements can be issued to repeat offenders.

A consolidated version of the City of Cockburn Waste Local Law 2020, showing the proposed amendments as tracked changes, is attached as Attachment 2 for easy reference.

The next steps are, as per section 3.12 of the Act, for Council to give notice of the purpose and effect of the proposed City of Cockburn Waste Amendment Local Law 2026 at a Council meeting, which will initiate a 6-week public comment process.

Following consultation, the City will consider any submissions received and, where appropriate, make changes to the local law in response to the submissions. If any changes are made, and they are not significant, the as-amended City of Cockburn Waste Amendment Local Law 2026 will be presented to Council for adoption. If any changes are made, and they are significant, the as-amended City of Cockburn Waste Amendment Local Law 2026 will still be presented to Council, but for the purposes of restarting the process in section 3.12, in accordance with section 3.13 of the Act.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no significant budget implications arising from the recommendations of this report. Costs will be incurred in the advertising of the public submission period, but these costs can be met under the existing budget.

Legal Implications

To make a local law, local governments must follow the procedure prescribed in section 3.12 of the Act. A failure to follow the procedure will likely result in the local law being disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL).

While local governments have broad powers to make local laws under section 3.12 of the Act, this power is not plenary. The power must be exercised “reasonably and proportionately”. Local laws must also be “necessary or convenient” for the “good government of the district”. They must not go “beyond the accepted notions of local government”. They must not be inconsistent with State legislation, nor should they seek to introduce significant new policy or fundamental changes to policy, which is properly a matter for the State.

Local laws infringing on these principles will likely be disallowed by the JSCDL.

In respect of a Waste Local Law, regard must also be had to section 64 of the Waste Avoidance and Resource Recovery Act 2007, which sets out what a local government may make local laws about in respect of waste.

While two of the clauses added to the Waste Local Law do not fit within this list, the City considers it has the power to include these under its general law making power under the Act, as the clauses are already included within its local law suite, and other local governments also have similar clauses in their local laws, albeit not in their Waste Local Law.

Community Consultation

In accordance with section 3.12(3)(a) of the Act, the City will invite submissions from the community on the proposed City of Cockburn Waste Amendment Local Law 2026, as drafted, for a period of at least 42 clear days. These submissions and any proposed changes to the City of Cockburn Waste Amendment Local Law 2026 in response to these submissions will be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The City has engaged external legal advisors to largely draft the proposed City of Cockburn Waste Amendment Local Law 2026, to ensure it is reasonable, proportionate and within power.

There will be a moderate to substantial level of risk if Council were to amend the proposed City of Cockburn Waste Amendment Local Law 2026 in such a way that it is no longer reasonable, proportionate or within power. This is because the JSCDL will likely disallow it.

This will result in sunk costs and time associated with the lawmaking process to date, as well as additional costs to re-commence the lawmaking process with a compliant local law. It will also delay the implementation of crucial changes required to the City of Cockburn Waste Local Law 2020, required because of Council repealing its Consolidated Local Law through the local law review.

Advice to Proponent(s)/Submitters

N/A

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

Nil

WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

WASTE AMENDMENT LOCAL LAW 2026

WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Waste Amendment Local Law 2026

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery 2007*, the *Local Government Act 1995* and under all other enabling powers, the Council of the City of Cockburn resolved on …….. to make the following local law.

Part 1 - Preliminary

1. Short title

This is the *City of Cockburn Waste Amendment Local Law 2026*.

2. Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

3. Interpretation

In this local law –

Consolidated Local Laws means the *City of Cockburn (Local Government Act) Local Laws 2000*, published in the Government Gazette on 9 October 2000; and

Waste Local Law means the *City of Cockburn Waste Local Law 2020*, published in the Government Gazette on 19 June 2020.

Part 2 - Consolidated Local Laws amended

4. Local law amended

This Part amends the Consolidated Local Laws.

5. Part V Division 6 deleted

In Part V delete Division 6.

6. Part VII amended

In Part VII delete clause 7.1 and clause 7.26.

Part 3 - Waste Local Law amended

7. Local law amended

This Part amends the Waste Local Law.

8. Clause 1.5 amended

In clause 1.5:

(a) delete the heading and insert:

Interpretation

(b) delete the definition of ***occupier*** and insert:

occupier has the meaning given to it in the LG Act;

(c) delete the definition of ***authorised person*** and insert:

(d) ***authorised person*** means a person appointed by the CEO under section 9.10(2) of the LG Act to perform any of the functions of an authorised person under this local law;

(e) insert in alphabetical order:

approved means approved by the local government;

carriageway has the meaning in the *Road Traffic Code 2000*;

CEO means the chief executive officer of the local government;

nuisance means –

(a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of land; or

(c) an interference which causes material damage to land or other property on the land affected by the interference;

thoroughfare has the meaning in the Act;

verge means that part of a thoroughfare that is between the carriageway and a lot which abuts the thoroughfare and includes a nature strip;

(f) delete subclause (2) and insert:

(2) Where in this local law, a duty or liability is imposed on an ***owner or occupier*** the duty or liability is taken to be imposed jointly and severally on each of the owner or occupier.

(3) If, under this local law in relation to any land, an act is required to be done or is prohibited, the owner or occupier of the land has, unless the contrary intention appears, the duty of causing to be done the act required to be done, or of preventing from being done the prohibited act, as the case may be.

9. Clause 1.6 replaced

Delete clause 1.6 and insert:

1.6 Local public notice of determinations

(1) Where, under this local law, the local government has a power to determine a matter –

(a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;

(b) the determination becomes effective only after local public notice has been given;

(c) the determination remains in force until it is amended or revoked under this clause; and

(d) the determination (including any amendment or revocation) must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

(2) A determination may be amended or revoked by giving local public notice of the amendment or revocation under section 1.7 of the LG Act.

(3) The amendment or revocation becomes effective only after local public notice has been given.

10. Clause 2.1(2)(b) amended

In clause 2.1(2)(b) delete “Local Law” and insert:

local law

11. Clause 2.6(1) amended

In clause 2.6(1) delete “The local government or an authorised person” and insert:

An authorised person

12. Clause 2.7(b) amended

In clause 2.7(b) delete “or an authorised person”.

13. Clause 2.8 amended

(1) In clause 2.8(2) delete “or an authorised person”.

(2) In clause 2.8(3)(c) delete “or the authorised person”.

14. Clause 2.9(b) amended

In clause 2.9(b) delete “or an authorised person”.

15. Clause 2.10 replaced

Delete clause 2.10 and insert:

2.10 Verge collections

(1) This clause applies in respect of a verge waste collection (such as a green waste, or a bulk waste, verge collection) that the local government –

(a) has advertised for all or part of its district; or

(b) has arranged for one or more specified properties.

(2) Unless with and in accordance with the approval of the local government, a person –

(a) must deposit waste only during the period of time, and in accordance with other terms and conditions specified in the advertisement or the arrangement made by the local government in relation to that verge waste collection; and

(b) must otherwise comply with those terms and conditions.

(3) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.

(4) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble, or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.

(5) Clause 2.10(3) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

16. Clause 3.1 replaced

Delete clause 3.1 and insert:

3.1 Duties of an owner or occupier

(1) In this clause –

bin includes a receptacle.

(2) An owner or occupier of premises must –

(a) take reasonable steps to ensure that –

(i) a sufficient number of bins are provided to contain all waste which accumulates or may accumulate in or from the premises; and

(ii) all waste that accumulates on the premises is placed in the bins;

(b) ensure that –

(i) each bin is kept clean and in good condition and repair; and

(ii) unless it is a receptacle (waste from which is collected and removed from the premises by the local government or its contractor), each bin is emptied regularly;

(c) take all reasonable steps to –

(i) prevent fly breeding and keep each bin free of flies, maggots, cockroaches, rodents and other vectors of disease; and

(ii) prevent the emission of offensive or noxious odours from each bin; and

(d) ensure that each bin does not cause a nuisance to an occupier of adjoining premises; and

(e) whenever directed to do so by an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each bin.

17. Clause 3.1A inserted

After clause 3.1 insert:

3.1A Suitable enclosure

(1) In this clause –

suitable enclosure means an enclosure –

(a) of sufficient size to accommodate all bins used on the premises but, in any event, having a floor area not less than the size approved by the local government;

(b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other smooth and impervious material of suitable thickness approved by the local government;

(c) having a width of at least 2m, with walls not less than 1.8m high and an access way not less than 1m wide and fitted with a self– closing gate; and

(d) containing a smooth and impervious floor that –

(i) is not less than 75mm thick; and

(ii) is evenly graded to an approved liquid refuse disposal system.

(2) An owner or occupier of premises that –

(a) consist of more than 5 dwellings; or

(b) are used for commercial or industrial purposes,

must, if required by the local government –

(c) provide a suitable enclosure for the storage and cleaning of all bins used on the premises; and

install in the enclosure a tap connected to an adequate supply of water.

(3) An owner or occupier of premises required to provide a suitable enclosure under this clause must keep the enclosure thoroughly clean and disinfected.

18. Clause 3.2 amended

(1) In clause 3.2(1)(c) delete "or an authorised person".

(2) In clause 3.2(2)(a) delete "or an authorised person".

19. Clause 3.3 amended

In clause 3.3 delete "or an authorised person".

20. Clause 3.4 inserted

After clause 3.3 insert:

3.4 Building and development sites

(1) In this clause –

building site means any land in respect of which a building permit issued under the *Building Act 2011* is current and on which commenced work has commenced; and

development site includes any land in respect of which there is a current development or subdivision approval, and any land on which construction work, earthworks, clearing of scrub, trees or overgrowth or any other site works are taking or have taken place, whether or not the works are subject to a development or subdivision approval.

(2) The owner or occupier of a building site or development site must, at all times, provide and maintain one or more bins, available for use on the site, that are designed –

(a) to contain any waste likely to be produced on the site; and

(b) to prevent waste being blown from the bin by wind.

(3) From the commencement until the completion of works on a building site or development site, the owner or occupier must take reasonable steps –

(a) to ensure that all waste on the land is placed and contained in the bin and prevented from being blown from the site by wind;

(b) keep the site as free as is reasonably practicable from any waste;

(c) maintain the verge immediately adjacent to the site free of waste from the site; and

(d) ensure that the bin is emptied when full.

(4) The owner or occupier of a building site or development site must ensure that, within 2 days of the completion of works on the site –

(a) the site and the verge immediately adjacent to it are cleared of all waste; and

(b) all bins are removed from the site.

21. Clause 4.3(3) amended

(1) In clause 4.3(3) delete “The local government or an authorised person” and insert:

An authorised person

(2) In clause 4.3(3) delete “the local government or the authorised person” and insert:

an authorised person

22. Clause 4.4(1) amended

In clause 4.4(1) delete “the local government or”.

23. Heading to Part 5 amended

Delete the heading to Part 5 and insert:

PART 5 – OBJECTION AND REVIEW RIGHTS

24. Heading to clause 5.1 amended

Delete the heading to clause 5.1 and insert:

5.1 Objection and review rights

25. Clause 5.1 amended

(1) In clause 5.1(c) delete “approval” and insert:

authorisation

(2) In clause 5.1(d) delete “clause 2.10(1)” and insert:

clause 2.10(2)

(3) In clause 5.1(f) delete “clause 3.2(2)” and insert:

clause 3.2(2)(a)

26. Clauses 5.2 to 5.5 deleted

Delete clauses 5.2 to 5.5.

27. Part 6 inserted

After clause 5.1 insert:

PART 6 – ENFORCEMENT

6.1 False or misleading statement

A person must not make a false or misleading statement in connection with an application in respect of an approval, exemption or authorisation.

6.2 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Subdivisions 3 and 4 of Division 2 of Part 9 of the LG Act.

6.3 Offences and general penalty

(1) A person who –

(a) fails to do anything required or directed to be done under this local law; or

(b) does an act or omits to do an act contrary to this local law,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction –

(a) to a penalty not exceeding $5,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

6.4 Prescribed offences and modified penalties

(1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of the LG Act section 9.16(1).

(2) In accordance with section 9.16 of the LG Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 9.17 of the LG Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the LG Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

(5) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the LG Act.

6.5 Other costs and expenses

(1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause 6.3, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as –

(a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or

(b) making good any damage caused to a waste facility.

(2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent jurisdiction.

6.6 Form of notices

(1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations.

(2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations.

(3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

28. Schedule 2 replaced

Delete Schedule 2 and insert:

Item no.	Clause no.	Description	Modified penalty	Modified penalty - subsequent offence
1	2.1(2)(a)	Failing to pay fee or charge	$250	$500
2	2.1(2)(b)	Failing to ensure lawful use of receptacle	$250	$500
3	2.2(1)	Depositing non– collectable waste in a receptacle	$250	$500
4	2.2(2)	Depositing waste in another receptacle without consent	$500	$750
5	2.3(1)	Exceeding weight capacity of a general waste receptacle	$250	$500
6	2.3(2) and (3)	Depositing unauthorised waste in a general waste receptacle	$250	$500
7	2.4(a)	Depositing unauthorised waste in a recycling waste receptacle	$250	$500
8	2.4(b) and (c)	Exceeding weight capacity of a recycling waste receptacle	$250	$500
9	2.5(a)	Depositing unauthorised waste in an organic waste receptacle	$250	$500
10	2.5(b) and (c)	Exceeding weight capacity of an organic waste receptacle	$250	$500
11	2.6(3)	Failing to comply with a direction concerning placement or removal of a receptacle	$250	$500
12	2.6A(2)	Failure to comply with suitable enclosure requirements	$500	$750
13	2.6A(3)	Failure to keep enclosure clean and disinfected	$500	$750
14	2.7(a)	Failing to keep a receptacle in the required location	$250	$500

Item no.	Clause no.	Description	Modified penalty	Modified penalty - subsequent offence
15	2.7(b)	Failing to place a receptacle for collection in a lawful position	$250	$500
16	2.7 (c)	Failing to provide a sufficient number of receptacles	$250	$500
17	2.7(d)	Failing to notify of a lost, stolen, damaged or defective receptacle	$250	$500
18	2.9(a)	Damaging, destroying or interfering with a receptacle	$500	$750
19	2.9(b)	Removing a receptacle from premises	$500	$750
20	2.10(2)	Failing to comply with a term or condition of verge waste collection	$250	$500
21	2.10(3)	Removing waste for commercial purposes	$250	$500
22	2.10(4)	Disassembling or tampering with deposited for collection	$250	$500
23	3.1(2)(a)	Failing to provide a sufficient number of bins	$250	$500
24	3.1(2)(b)(i)	Failing to keep a bin clean and in a good condition and repair	$250	$500
25	3.1(2)(b)(ii)	Failing to empty a bin regularly	$250	$500
26	3.1(2)(c)(i)	Failing to prevent fly breeding and vectors of disease in a bin	$250	$500
27	3.1(2)(c)(ii)	Failing to prevent the emission of offensive odours from a bin	$250	$500
28	3.1(2)(d)	Allowing a bin to cause a nuisance	$500	$750
29	3.1(2)(e)	Failing to comply with a direction to clean, disinfect or deodorise a bin	$250	$500
30	3.2(1)	Unauthorised removal of waste from premises	$250	$500
31	3.2(2)	Removing waste from a receptacle without approval	$250	$500
32	3.3(a)	Depositing unauthorised waste into waste receptacle provided for use of the general public	$500	$750
33	3.3(b)	Removing waste from waste receptacle provided for use of the general public	$250	$500
34	3.4(2)	Failing to provide and maintain required bins	$500	$750
35	3.4(3)(a)	Failing to ensure waste not blown from bins	$500	$750
36	3.4(3)(b)	Failing to keep site free of waste	$500	$750
37	3.4(3)(c)	Failing to maintain verge free of waste	$500	$750
38	3.4(3)(d)	Failing to ensure bin is emptied when full	$500	$750
39	3.4(4)(a)	Failing to clear site of all waste	$500	$750
40	3.4(4)(b)	Failing to remove bins from site	$500	$750
41	4.3(2)	Failing to comply with a sign or direction	$250	$500
42	4.3(4)	Failing to comply with a direction to leave	$250	$500
43	4.4(1)	Disposing waste without payment of fee or charge	$500	$750
44	4.5(1)	Depositing waste contrary to sign or direction	$250	$500

Item no.	Clause no.	Description	Modified penalty	Modified penalty - subsequent offence
45	4.6(1)(a)	Removing waste without authority in a waste facility	$500	$750
46	4.6(1){b)	Depositing toxic, poisonous or hazardous waste at a waste facility	$500	$750
47	4.6(1)(c)	Lighting a fire in a waste facility	$500	$750
48	4.6(1)(d)	Removing or interfering with any flora in a waste facility	$250	$500
49	4.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	$250	$500
50	4.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	$500	$750
51	4.6(2)	Acting in an abusive or threatening manner	$500	$750

Dated: 2026.

The Common Seal of the City of Cockburn was affixed by authority of a resolution of the Council in the presence of—

…….
LOGAN K HOWLETT
MAYOR

…….
DANIEL SIMMS
CHIEF EXECUTIVE OFFICER

Consented to –

…….
CHIEF EXECUTIVE OFFICER
DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION

Dated: 2026.

11

Waste Local Law 2020

City of Cockburn

WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007
LOCAL GOVERNMENT ACT 1995

WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Waste Local Law 2020

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WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Waste Local Law 2020

Under the powers conferred on it by the *Waste Avoidance and Resource Recovery Act 2007*, the *Local Government Act 1995* and under all other enabling powers, the Council of the City of Cockburn resolved on 11 June 2020 to make the following local law.

Part 1 - Preliminary

1.1 Short title

This is the *City of Cockburn Waste Local Law 2020*.

1.2 Commencement

This local law commences 14 days after the day on which it is published in the *Government Gazette*.

1.3 Repeal

The following provisions of the *City of Cockburn (Local Government Act) Local Laws 2000*, published in the *Government Gazette* on 9 October 2000, are repealed -

(a) in Division 1 - each of the definitions in clause 7.1, except the definitions of "**receptacle**" and "**Responsible Officer**";

~~(a)~~(b) Division 4; and

~~(b)~~(c) in Division 5 - clauses 7.21 - 7.25 inclusive and clause 7.27.

1.4 Application

This local law applies throughout the district.

1.5 ~~Meaning of terms used in this local law~~Interpretation

(1) In this local law, unless the context otherwise requires -

approved means approved by the local government;

authorised person means a person appointed by the ~~local government~~CEO under section 9.10(2) of the LG Act to perform any of the functions of an authorised person under this local law;

carriageway has the meaning in the *Road Traffic Code 2000*;

CEO means the chief executive officer of the local government;

collectable waste means local government waste that is not –

(a) liquid refuse;

(b) liquid waste; or

(c) non-collectable waste;

collectable waste receptacle means a receptacle for the deposit and collection of collectable waste that is –

(a) a recycling waste receptacle;

(b) a general waste receptacle; or

(c) an organic waste receptacle;

collection, when used in relation to a receptacle, means the collection and removal of collectable waste from the receptacle by the local government or its contractor;

collection day means the day determined by the local government for the collection of collectable waste in the district or a part of the district;

collection time means the time on the collection day determined by the local government for the collection of collectable waste in the district or a part of the district;

costs of the local government include administrative costs;

Council means the council of the local government;

district means the district of the local government;

general waste receptacle means a receptacle for the deposit and collection of collectable waste that is not recycling waste;

LG Act means the *Local Government Act 1995*;

LG Regulations means the Local Government (Functions and General) Regulations 1996;

local government means City of Cockburn;

local government waste has the same meaning as in the WARR Act;

non-collectable waste has the meaning set out in Schedule 1;

nuisance means –

(a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of land; or

(c) an interference which causes material damage to land or other property on the land affected by the interference;

occupier ~~in relation to premises, means any or all of the following –~~

~~(a) a person by whom or on whose behalf the premises are actually occupied; or~~

~~(b) a person having the management or control of the premises;~~has the meaning given to it in the LG Act;

organic waste means waste that decomposes readily, such as garden waste or food waste;

organic waste receptacle means a receptacle for the deposit and collection of garden or organic waste;

owner has the same meaning as in the LG Act;

public place includes a place to which the public ordinarily have access, whether or not by payment of a fee;

receptacle~~,~~ means a receptacle –

(a) that has been supplied for the use of the premises by the local government or its contractor, or which has otherwise been approved by the local government; and

(b) the waste from which is collected and removed from the premises by the local government or its contractor;

recycling waste receptacle means a receptacle for the deposit and collection of recycling waste;

recycling waste means –

(a) paper and cardboard;

(b) plastic containers comprised of polyethylene terephthalate or high density polyethylene;

(c) glass containers;

(d) steel containers;

(e) aluminium containers;

(f) liquid paper board; and

(g) any other waste determined by the local government to be recycling waste;

specified means specified by the local government or an authorised person, as the case may be;

street alignment means the boundary between the land comprising a street and the land that abuts the street;

thoroughfare has the meaning in the Act;

verge means that part of a thoroughfare that is between the carriageway and a lot which abuts the thoroughfare and includes a nature strip;

WARR Act means the *Waste Avoidance and Resource Recovery Act 2007*;

WARR Regulations means the *Waste Avoidance and Resource Recovery Regulations 2008*;

waste has the same meaning as in the WARR Act;

waste facility means a waste facility, as defined in the WARR Act, that is operated by the local government; and

waste service has the same meaning as in the WARR Act.

(2) Where in this local law, a duty or liability is imposed on an ***owner or occupier*** the duty or liability is taken to be imposed jointly and severally on each of the owner or occupier.

(3) If, under this local law in relation to any land, an act is required to be done or is prohibited, the owner or occupier of the land has, unless the contrary intention appears, the duty of causing to be done the act required to be done, or of preventing from being done the prohibited act, as the case may be.

1.6 Local public notice of determinations

(1) Where, under this local law, the local government has a power to determine a matter –

(a) local public notice, under section 1.7 of the LG Act, must be given of the matter determined;

(b) the determination becomes effective only after local public notice has been given;

(c) the determination remains in force until it is amended or revoked under this clause; and

~~(c) the determination remains in force for the period of one year after the date that local public notice has been given under subclause (a);~~

~~(d) after the period referred to in subclause (c), the determination continues in force only if, and for so long as, it is the subject of local public notice, given annually, under section 1.7 of the LG Act;~~

(d) the determination (including any amendment or revocation) must be recorded in a publicly accessible register of determinations that must be maintained by the local government.

(2) A determination may be amended or revoked by giving local public notice of the amendment or revocation under section 1.7 of the LG Act.

~~(2)~~(3) The amendment or revocation becomes effective only after local public notice has been given.

1.7 Rates, fees and charges

The local government's powers to impose rates, fees and charges in relation to waste services are set out in sections 66 to 68 of the WARR Act and sections 6.16 and 6.17 of the LG Act.

1.8 Power to provide waste services

The local government's power to provide, or enter into a contract for the provision of, waste services is dealt with in section 50 of the WARR Act.

Part 2 - Local government waste

2.1 Supply of receptacles

(1) The local government is to supply, for the use of each premise that are, or are capable of being occupied or used for residential purposes, one or more receptacles for the collection and removal, from those premises, of collectable waste.

(2) The owner of premises to which subclause (1) applies must –

(a) ensure that the fee or charge (if any) imposed by the local government in relation to each receptacle is paid to the local government; and

(b) ensure that each receptacle is used, in respect of those premises, in accordance with this ll~~L~~ocal l~~L~~aw.

2.2 Deposit of waste in receptacles

(1) An owner or occupier of premises must not deposit or permit to be deposited in a receptacle any non-collectable waste.

(2) A person must not deposit waste in a receptacle that has been provided for the use of other premises without the consent of the owner or occupier of those premises.

2.3 General waste receptacles

(1) An owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle –

(a) where the receptacle has a capacity of 240 litres - more than 70 kilograms of collectable waste; or

(b) where the receptacle has any other capacity - more than the weight determined by the local government.

(2) Where the local government supplies recycling waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any recycling waste.

(3) Where the local government supplies organic waste receptacles, an owner or occupier of premises must not deposit or permit to be deposited in a general waste receptacle any organic waste.

2.4 Recycling waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in a recycling waste receptacle –

(a) anything other than the particular type of recycling waste for which that receptacle was provided by the local government for those premises;

(b) where the receptacle has a capacity of 240 litres - more than 70 kilograms of recycling waste; or

(c) where the receptacle has any other capacity - more than the weight determined by the local government.

2.5 Organic waste receptacles

An owner or occupier of premises must not deposit or permit to be deposited in an organic waste receptacle –

(a) anything other than the particular type of organic waste for which that receptacle was provided by the local government for those premises;

(b) where the receptacle has a capacity of 240 litres - more than 70 kilograms of organic waste; or

(c) where the receptacle has any other capacity - more than the weight determined by the local government.

2.6 Direction to place or remove a receptacle

(1) ~~The local government or an~~An authorised person may give a written direction to an owner or occupier of specified premises –

(a) to place a receptacle in respect of those premises for collection; or

(b) to remove a receptacle in respect of those premises after collection.

(2) The direction under subclause (1) may specify when the placement or removal is to occur, or where the receptacle is to be placed, or both.

(3) An owner or occupier of premises must comply with a direction given under this clause.

2.7 Duties of owner or occupier

An owner or occupier of premises must –

(a) except for a reasonable period before and after collection time, keep each receptacle in a storage space or area that is behind the street alignment;

(b) take reasonable steps, if placing a receptacle for collection on the verge adjoining the premises, or other area as determined by the local government, ensure that, within a reasonable period before collection time, each receptacle is –

(i) within 1 metre of the carriageway;

(ii) placed so that it does not unduly obstruct any footpath, cycle way, right-of-way or carriageway,

(iii) facing squarely to the edge of and opening towards the carriageway,

or in such other position as is approved in writing by the local government ~~or an authorised person~~;

(c) take reasonable steps to ensure that the premises are provided with an adequate number of receptacles; and

(d) if the receptacle is lost, stolen, damaged or defective, notify the local government, as soon as practicable, after the event.

2.8 Exemption

(1) An owner or occupier of premises may apply in writing to the local government for an exemption from compliance with the requirements of clause 2.7(a) or (b).

(2) The local government ~~or an authorised person~~ may grant, with or without conditions, or refuse an application for exemption from compliance under this clause.

(3) An exemption granted under this clause must state –

(a) the premises to which the exemption applies;

(b) the period during which the exemption applies; and

(c) any conditions imposed by the local government ~~or the authorised person~~.

(4) An exemption granted under this clause ceases to apply –

(a) if the local government decides, on reasonable grounds, that there has been a failure to comply with a condition of the exemption; and

(b) from the date that the local government informs the owner or occupier of its decision under clause 2.8(4)(a).

2.9 Damaging or removing receptacles

A person, other than the local government or its contractor, must not –

(a) damage, destroy or interfere with a receptacle; or

(b) except as permitted by this local law or as authorised by the local government ~~or an authorised person~~, remove a receptacle from any premises to which it was delivered by the local government or its contractor.

2.10 Verge collections

(1) This clause applies in respect of a verge waste collection (such as a green waste, or a bulk waste, verge collection) that the local government –

(a) has advertised for all or part of its district; or

(b) has arranged for one or more specified properties.

~~(1)~~(2) ~~Where the local government has advertised a verge waste collection (such as a green waste, or a bulk waste, verge collection) a person, u~~Unless with and in accordance with the approval of the local government ~~or an authorised person~~, a person –

(a) must deposit waste only during the period of time, and in accordance with other terms and conditions, specified in the advertisement or the arrangement made ~~as advertised~~ by the local government in relation to that verge waste collection; and

(b) must otherwise comply with those terms and conditions.

~~(2)~~(3) Where waste has been deposited on a verge for a verge waste collection, a person must not remove any of that waste for a commercial purpose but may remove it for any other purpose.

~~(3)~~(4) Except where waste is lawfully removed from a verge under this clause, a person must not disassemble, or tamper with any waste deposited on a verge for a verge waste collection so as to increase the risk of harm to any person.

~~(4)~~(5) Clause 2.10(3~~2~~) does not apply to the local government or a person engaged or contracted by the local government in relation to the verge waste collection.

Part 3 - General duties

3.1 Duties of an owner or occupier

(1) In this clause –

bin includes a receptacle.

~~(1)~~(2) An owner or occupier of premises must -

(a) take reasonable steps to ensure that –

(i) a sufficient number of ~~receptacles~~ bins are provided to contain all waste which accumulates or may accumulate in or from the premises; and

~~(i)~~(ii) all waste that accumulates on the premises is placed in the bins;

(b) ensure that –

(i) each ~~receptacle~~ bin is kept clean and in good condition and repair; and

(ii) unless it is a receptacle (waste from which is collected and removed from the premises by the local government or its contractor), each bin is emptied regularly;

~~(b)~~(c) take all reasonable steps to –

(i) prevent fly breeding and keep each ~~receptacle~~ bin free of flies, maggots, cockroaches, rodents and other vectors of disease;

(ii) prevent the emission of offensive or noxious odours from each ~~receptacle~~bin; and

~~(c)~~(d) ensure that each ~~receptacle~~ bin does not cause a nuisance to an occupier of adjoining premises; and

~~(d)~~(e) whenever directed to do so by ~~the local government or~~ an authorised person, thoroughly clean, disinfect, deodorise and apply a residual insecticide to each ~~receptacle~~bin.

3.1A Suitable enclosure

(1) In this clause –

suitable enclosure means an enclosure –

(a) of sufficient size to accommodate all bins used on the premises but, in any event, having a floor area not less than the size approved by the local government;

(b) constructed of brick, concrete, corrugated compressed fibre cement sheet or other smooth and impervious material of suitable thickness approved by the local government;

(c) having a width of at least 2m, with walls not less than 1.8m high and an access way not less than 1m wide and fitted with a self-closing gate; and

(d) containing a smooth and impervious floor that –

(i) is not less than 75mm thick; and

(ii) is evenly graded to an approved liquid refuse disposal system.

(2) An owner or occupier of premises that –

(a) consist of more than 5 dwellings; or

(b) are used for commercial or industrial purposes,

must, if required by the local government –

(c) provide a suitable enclosure for the storage and cleaning of all bins used on the premises; and

(d) install in the enclosure a tap connected to an adequate supply of water.

(3) An owner or occupier of premises required to provide a suitable enclosure under this clause must keep the enclosure thoroughly clean and disinfected.

3.2 Removal of waste from premises

(1) A person must not remove any waste from premises unless that person is –

(a) the owner or occupier of the premises;

(b) authorised to do so by the owner or occupier of the premises; or

(c) authorised in writing to do so by the local government ~~or an authorised person~~.

(2) A person must not remove any waste from a receptacle without the approval of –

(a) the local government ~~or an authorised person~~; or

(b) the owner or occupier of the premises at which the receptacle is ordinarily kept.

3.3 Receptacles and containers for public use

A person must not, without the approval of the local government ~~or an authorised person~~ –

(a) deposit household, commercial or other waste from any premises on, or into; or

(b) remove any waste from,

a receptacle provided for the use of the general public in a public place.

3.4 Building and development sites

(1) In this clause –

building site means any land in respect of which a building permit issued under the *Building Act 2011* is current and on which commenced work has commenced; and

development site includes any land in respect of which there is a current development or subdivision approval, and any land on which construction work, earthworks, clearing of scrub, trees or overgrowth or any other site works are taking or have taken place, whether or not the works are subject to a development or subdivision approval.

(2) The owner or occupier of a building site or development site must, at all times, provide and maintain one or more bins, available for use on the site, that are designed –

(a) to contain any waste likely to be produced on the site; and

(b) to prevent waste being blown from the bin by wind.

(3) From the commencement until the completion of works on a building site or development site, the owner or occupier must take reasonable steps –

(a) to ensure that all waste on the land is placed and contained in the bin and prevented from being blown from the site by wind;

(b) keep the site as free as is reasonably practicable from any waste;

(c) maintain the verge immediately adjacent to the site free of waste from the site; and

(d) ensure that the bin is emptied when full.

(4) The owner or occupier of a building site or development site must ensure that, within 2 days of the completion of works on the site –

(a) the site and the verge immediately adjacent to it are cleared of all waste; and

~~(c)~~(b) all bins are removed from the site.

Part 4 - Operation of waste facilities

4.1 Operation of this Part

This Part applies to a person who enters a waste facility.

4.2 Hours of operation

The local government may from time to time determine the hours of operation of a waste facility.

4.3 Signs and directions

(1) The local government or an authorised person may regulate the use of a waste facility –

(a) by means of a sign; or

(b) by giving a direction to a person within a waste facility.

(2) A person within a waste facility must comply with a sign or direction under subclause (1).

(3) ~~The local government or an~~An authorised person may direct a person who commits, or is reasonably suspected by ~~the local government or the~~an authorised person of having committed an offence under this clause, to leave the waste facility immediately.

(4) A person must comply with a direction under subclause (3).

4.4 Fees and charges

(1) Unless subclause (3) applies, a person must, on or before entering a waste facility or on demand by ~~the local government or~~ an authorised person, pay the fee or charge as assessed by an authorised person.

(2) An authorised person may assess the fee or charge in respect of a particular load of waste at a rate that applies to any part of that load, even if that rate is higher than the rate that would apply to any other part of the load.

(3) Subclause (1) does not apply –

(a) to a person who disposes of waste in accordance with the terms of -

(i) a credit arrangement with the local government; or

(ii) any other arrangement with the local government to pay the fee or charge at a different time or in a different manner; and

(b) to the deposit of waste owned by the local government, or in the possession of an employee on behalf of the local government.

4.5 Depositing waste

(1) A person must not deposit waste at a waste facility other than –

(a) at a location determined by a sign and in accordance with the sign; and

(b) in accordance with the direction of an authorised person.

(2) The local government may determine the classification of any waste that may be deposited at a waste facility.

4.6 Prohibited activities

(1) Unless authorised by the local government, a person must not –

(a) remove any waste or any other thing from a waste facility;

(b) deposit at a waste facility that is a landfill site any waste that is toxic, poisonous or hazardous, or the depositing of which is regulated or prohibited by any written law;

(c) light a fire in a waste facility;

(d) remove, damage or otherwise interfere with any flora in a waste facility;

(e) remove, injure or otherwise interfere with any fauna in a waste facility; or

(f) damage, deface or destroy any building, equipment, plant or property within a waste facility.

(2) A person must not act in an abusive or threatening manner towards any person using, or engaged in the management or operation of, a waste facility.

Part 5 - ~~Enforcement~~Objection and review rights

5.1 Objection and ~~appeal~~ review rights

Division 1 of Part 9 of the LG Act applies to a decision under this local law to grant, renew, vary or cancel –

(a) an approval under clause 2.7(b);

(b) an exemption under clause 2.8(2);

(c) an authorisation~~approval~~ under clause 2.9(b);

(d) an approval under clause 2.10(2~~1~~);

(e) an authorisation under clause 3.2(1)(c);

(f) an approval under clause 3.2(2)(a); and

(g) an approval under clause 3.3.

Part 6 - Part 6 - Enforcement

6.1 False or misleading statement

A person must not make a false or misleading statement in connection with an application in respect of an approval, exemption or authorisation.

6.2 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Subdivisions 3 and 4 of Division 2 of Part 9 of the LG Act.

~~5.2~~6.3 Offences and general penalty

(1) A person who –

(a) fails to do anything required or directed to be done under this local law; or

(b) does an act or omits to do an act contrary to this local law,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction –

(a) to a penalty not exceeding $5,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

~~(1) A person who fails to do anything required or directed to be done under this local law, or who does anything which under this local law a person is prohibited from doing, commits an offence.~~

~~(2) A person who commits an offence under this local law is liable, on conviction, to a penalty not exceeding $5,000, and if the offence is of a continuing nature, to a further penalty not exceeding $500 in respect of each day or part of a day during which the offence has continued.~~

~~5.3~~6.4 Prescribed offences and m~~M~~odified penalties

(1) An offence against a clause specified in Schedule 2 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.

(2) In accordance with section 9.16 of the LG Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

~~(1)~~(3) In accordance with section 9.17 of the LG Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the LG Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 2.

~~(2)~~(5) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the LG Act.

~~5.4~~6.5 Other costs and expenses

(1) A person who is convicted of an offence under this local law is to be liable, in addition to any penalty imposed under clause ~~5.2~~6.3, to pay to the local government the costs and expenses incurred by the local government in taking remedial action such as –

(a) removing and lawfully disposing of toxic, hazardous or poisonous waste; or

(b) making good any damage caused to a waste facility.

(2) The costs and expenses incurred by the local government are to be recoverable, as a debt due to the local government, in a court of competent jurisdiction.

~~5.5~~6.6 Form of notices

(1) Where a vehicle is involved in the commission of an offence, the form of the notice referred to in section 9.13 of the LG Act is that of Form 1 in Schedule 1 of the LG Regulations.

(2) The form of the infringement notice given under section 9.16 of the LG Act is that of Form 2 in Schedule 1 of the LG Regulations.

(3) The form of the infringement withdrawal notice given under section 9.20 of the LG Act is that of Form 3 in Schedule 1 of the LG Regulations.

Schedule 1 - Meaning of 'non-collectable waste'

[Clause 1.5(1)]

non-collectable waste means –

(a) hot or burning material;

(b) household hazardous waste, including paint, acids, alkalis, fire extinguishers, solvents, pesticides, oils, gas cylinders, batteries, chemicals and heavy metals;

(c) any other hazardous material, such as radioactive waste;

(d) any explosive material, such as flares, or ammunition;

(e) electrical and electronic equipment;

(f) hospital, medical, pharmaceutical, veterinary, laboratory or pathological substances;

(g) construction or demolition waste;

(h) sewage;

(i) 'controlled waste' for the purposes of the *Environmental Protection (Controlled Waste) Regulations 2004;*

(j) any object that is greater in length, width, or breadth than the corresponding dimension of the receptacle or that will not allow the lid of the receptacle to be tightly closed;

(k) waste that is or is likely to become offensive or a nuisance, or give off an offensive or noxious odour, or to attract flies or cause fly breeding unless it is first wrapped in non- absorbent or impervious material or placed in a sealed impervious and leak-proof container; and

(l) any other waste determined by the local government to be non-collectable waste.

Schedule 2 - Prescribed offences

Item nNo.	Clause nNo.	Description	Modified pPenalty	Modified penalty - sSubsequent offencePenalty
1	2.1(2)(a)	Failing to pay fee or charge	$2350	$500
2	2.1(2)(b)	Failing to ensure lawful use of receptacle	$2350	$500
3	2.2(1)	Depositing non-collectable waste in a receptacle	$2350	$500
4	2.2(2)	Depositing waste in another receptacle without consent	$500350	$750
5	2.3(1)	Exceeding weight capacity of a general waste receptacle	$2350	$500
6	2.3(2) and (3)	Depositing unauthorised waste in a general waste receptacle	$2350	$500
7	2.4(a)	Depositing unauthorised waste in a recycling waste receptacle	$2350	$500
8	2.4(b) and (c)	Exceeding weight capacity of a recycling waste receptacle	$250	$500
9	2.5(a)	Depositing unauthorised waste in an organic waste receptacle	$2350	$500
10	2.5(b) and (c)	Exceeding weight capacity of an organic waste receptacle	$2350	$500
11	2.6(3)	Failing to comply with a direction concerning placement or removal of a receptacle	$250	$500
12	2.6A(2)	Failure to comply with suitable enclosure requirements	$500	$750
13	2.6A(3)	Failure to keep enclosure clean and disinfected	$500	$750
142	2.7(a)	Failing to keep a receptacle in the required location.	$250	$500
153	2.7(b)	Failing to place a receptacle for collection in a lawful position	$250	$500
164	2.7 (c)	Failing to provide a sufficient number of receptacles	$250	$500
175	2.7(d)	Failing to notify of a lost, stolen, damaged or defective receptacle	$250	$500
186	2.9(a)	Damaging, destroying or interfering with a receptacle	$400500	$750
197	2.9(b)	Removing a receptacle from premises	$500400	$750
1820	2.10(21)	Failing to comply with a term or condition of verge waste collection	$25400	$500
1921	2.10(32)	Removing waste for commercial purposes	$2350	$500
2022	2.10(43)	Disassembling or leaving in disarraytampering with deposited for collection	$250	$500
2123	3.1(2)(a)	Failing to provide a sufficient number of receptaclesbins	$250	$500

Item nNo.	Clause nNo.	Description	Modified pPenalty	Modified penalty - sSubsequent offencePenalty
2224	3.1(2)(b)(i)	Failing to keep a receptacle bin clean and in a good condition and repair	$250	$500
25	3.1(2)(b)(ii)	Failing to empty a bin regularly	$250	$500
2326	3.1(2)(c)(i)	Failing to prevent fly breeding and vectors of disease in a receptaclebin	$2350	$500
2427	3.1(2)(c)(ii)	Failing to prevent the emission of offensive odours from a receptaclebin	$2350	$500
2528	3.1(2)(c)(iii)d)	Allowing a receptacle bin to cause a nuisance	$500350	$750
2629	3.1(d)2)(e)	Failing to comply with a direction to clean, disinfect or deodorise a receptaclebin	$23500	$500
2730	3.2(1)	Unauthorised removal of waste from premises	$250	$500
2831	3.2(2)	Removing waste from a receptacle without approval	$250	$500
2932	3.3(a)	Depositing unauthorised waste into waste receptacle provided for use of the general public	$350500	$750
3033	3.3(b)	Removing waste from waste receptacle provided for use of the general public	$2350	$500
34	3.4(2)	Failing to provide and maintain required bins	$500	$750
35	3.4(3)(a)	Failing to ensure waste not blown from bins	$500	$750
36	3.4(3)(b)	Failing to keep site free of waste	$500	$750
37	3.4(3)(c)	Failing to maintain verge free of waste	$500	$750
38	3.4(3)(d)	Failing to ensure bin is emptied when full	$500	$750
39	3.4(4)(a)	Failing to clear site of all waste	$500	$750
40	3.4(4)(b)	Failing to remove bins from site	$500	$750
3141	4.3(2)	Failing to comply with a sign or direction	$250500	$500
3242	4.3(4)	Failing to comply with a direction to leave	$250500	$500
3343	4.4(1)	Disposing waste without payment of fee or charge	$500	$750
3444	4.5(1)	Depositing waste contrary to sign or direction	$500250	$500
3545	4.6(1)(a)	Removing waste without authority in a waste facility	$500250	$750
3646	4.6(1){b)	Depositing toxic, poisonous or hazardous waste at a waste facility	$500	$750
3747	4.6(1)(c)	Lighting a fire in a waste facility	$500300	$750
3848	4.6(1)(d)	Removing or interfering with any flora in a waste facility	$250300	$500
3949	4.6(1)(e)	Removing or interfering with any fauna without approval in a waste facility	$250300	$500

Item nNo.	Clause nNo.	Description	Modified pPenalty	Modified penalty - sSubsequent offencePenalty
4050	4.6(1)(f)	Damaging, defacing or destroying any building, equipment, plant or property within a waste facility	$500	$750
4151	4.6(2)	Acting in an abusive or threatening manner	$500300	$750

Dated 11 June 2020

The Common Seal of the City of Cockburn was affixed by authority of a resolution of Council in the presence of -

_____ _____

Mayor Acting Chief Executive Officer

Consented to –

_____

Chief Executive Officer
Department of Water and Environmental Regulation

Dated: 28 May 2020

15.1.11 Proposed New City of Cockburn Keeping of Animals Local Law 2026

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Proposed City of Cockburn Keeping of Animals Local Law 2026 ⇩

Officer Recommendation/Committee Recommendation
That Council:

(1) PROPOSES to make the City of Cockburn Keeping of Animals Local Law 2026 with the following purpose and effect:
   1. the purpose of the proposed local law is to further control dogs and cats, and to control other specified animals, so as to reduce nuisances and protect public health, the environment and the amenity of the district.
   2. the effect of the proposed local law is that the keeping of cats and dogs over a specified limit will require approval, and that further obligations are imposed on the owners of cats, dogs and other specified animals which must be complied with.

(2) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Keeping of Animals Local Law 2026 by:
   1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
   2. giving a copy of the local public notice and the City of Cockburn Keeping of Animals Local Law 2026 to the Departmental CEO of the Department of Local Government, in accordance with section 3.12(3)(b) of the Act; and
   3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Keeping of Animals Local Law 2026, in accordance with section 3.12(4) of the Act.

Background

At the 8 July 2025 Ordinary Meeting of Council, Council received and noted an update and project plan for the review of the City of Cockburn local laws. This follows a protracted local law review process, which originally commenced in 2022.

This update and project plan informed Council that the City was progressing with the local law review, and that external legal advisors had been engaged to draft a new suite of local laws, which would be workshopped with Elected Members in July and subsequently presented to the November 2025 Governance Committee meeting for consideration and referral to Council for approval to commence the lawmaking process.

In accordance with the local law project plan, City officers presented a suite of new proposed local laws to Council at an Elected Member Briefing Session in September, which included a new proposed Keeping of Animals Local Law.

This report presents the proposed City of Cockburn Keeping of Animals Local Law 2026 to Council for the purposes of commencing the lawmaking process under section 3.16, which involves a six-week public comment period, as well as seeking feedback from the Department of Local Government, before bringing back to Council a report on any submissions as well as the final proposed City of Cockburn Keeping of Animals Local Law 2026 for adoption by Council.

Submission

N/A

Report

The keeping of animals is currently regulated by Part II of the City of Cockburn Local Laws (Local Government Act) 2000 (the Consolidated Local Law), which was adopted by Council on 15 August 2000. Since then, this Part has been amended six times, in 2001, 2002, 2004, 2010, 2011 and in 2012.

To review the keeping of animal provisions of Part II of the Consolidated Local Laws, a working group comprising of staff from the City's planning, rangers, public health, environment and governance/legal teams was convened. The current WALGA cat local law and dog local law templates were reviewed, as well as recent examples of keeping of animals provisions from local laws from other comparable local governments.

The working group also gave serious consideration to the types of things the City wishes to regulate via a Keeping of Animal Local Law. This was informed by principles of right-touch regulation, which recognises that regulation should be:

- effective in addressing the harm/risk/problem the local law is directed to
- cost effective – regulation comes with both a compliance burden for those subject to it as well as for the local government to administer and enforce it
- proportionate to the harm/risk/problem the local law is directed to
- flexible to accommodate changes in external factors – such as technology and community views
- consistent and streamlined across all levels of government to avoid unnecessary overlap and duplication
- clear and easily understood by the community
- appropriately administered and implemented; and
- regularly reviewed to ensure it is still appropriate and effective.

This review informed drafting instructions for the external legal advisors, who prepared a new Keeping of Animals Local Law.

In summary, key changes when comparing the proposed City of Cockburn Keeping of Animals Local Law 2026 to Part II of the current Consolidated Local Laws are:

Dogs

- introducing a power for the City to direct a person to provide a suitable enclosure for a dog (i.e., to ensure their yard is fenced suitably to keep a dog contained);
- standardisation of the application process to keep more than 2 dogs, so it aligns with the permit process in other local laws;
- changes to the application process to keep more than 2 dogs:
    - to provide that an application is only required where the dogs ordinarily reside at the premises (i.e., it won't apply where people are dogsitting etc. and the dogs are only there temporarily)
    - to specify what information must be provided with an application
    - to specify what matters the City can consider when determining an application
    - to provide for standard conditions applying to all approvals
    - to provide that the City may not approve an application if the City is not satisfied the premises is not suitable for the additional dogs
    - to provide that an approval may only be revoked for specified reasons - being a breach of the local law or a condition of approval
- standardisation of the application process for a kennel establishment, so it aligns with the permit process in other local laws;
- changes to the application process for kennel establishments:
    - to specify what information must be provided with an application
    - to specify what matters the City can consider when determining an application
    - to provide for standard conditions applying to all approvals
    - to provide that the City may not approve an application if a kennel use is not permitted under the local planning scheme or a person will not reside on the premises or sufficiently close to the premises to control the dogs and ensure their welfare
    - to provide that licences may be transferred
- removal of an explicit clause dealing with construction requirements for kennels – these will be applied as conditions and/or through any building approvals process;
- removal of a number of redundant clauses which are already provided under the City's general competency powers or in the Dog Act 1976 or associated Regulations;
- standardisation of the 'Enforcement' section, so it aligns with all other local laws;
- review of the modified penalties to align with the three-tier approach. An increased 'subsequent penalty' for all offences has also been added so larger infringements can be issued to repeat offenders.

Cats

- introduction of a clause prohibiting cat nuisances. Failure to comply may result in the City issuing a cat control notice to the owner, requiring them to abate the nuisance within 28 days. Failure to comply may result in an infringement or prosecution;
- introduction of cat prohibited areas, which are set out in a Schedule. These areas are aligned with the Council-adopted Animal Management and Exercise Plan 2020-2025 and are all City owned or managed conservation areas, bushland reserves and regional parks. Cats found in these places may be impounded, and owners prosecuted or given an infringement;
- separating out multiple cat approvals from cattery approvals. A multiple cat approval is required when a person wants to keep more than 3 cats and they are the ordinary keeper of the cats. A cattery approval is required when a person wants to be able to keep, house or train more than 3 cats for profit and where they are not the ordinary keeper of the cats;
- introduction of an application process to keep more than 3 cats, with that process aligning with the permit process in other local laws, as well as the process for applying to keep more than 2 dogs (to ensure consistency);
- changes to the application process for catteries:
    - to specify what information must be provided with an application
    - to specify what matters the City can consider when determining an application
    - to provide for standard conditions applying to all approvals
    - to provide that the City may not approve an application if a cattery use is not permitted under the local planning scheme or a person will not reside on the premises or sufficiently close to the premises to control the cats and ensure their welfare
    - to provide that a licence may be revoked for specified reasons – being a breach of the local law or a condition of approval;
    - to provide that licences may be transferred
- removal of an explicit clause dealing with construction requirements for catteries – these will be applied as conditions and/or through any building approvals process;
- standardisation of the ‘Enforcement’ section, so it aligns with all other local laws;
- review of the modified penalties to align with the three-tier approach. An increased ‘subsequent penalty’ for all offences has also been added so larger infringements can be issued to repeat offenders.

Other animals

- introduction of a clause prohibiting the keeping of animals in a way that creates a nuisance;
- changes to the requirements to do with drainage to simply making it an offence for it to drain towards a wall or foundation of a building;
- introduction of a clause prohibiting the slaughter of animals unless at a premises approved for that purpose;
- change to clause dealing with dead animals – it now simply provides that an owner must arrange for its removal and disposal at an approved disposal site;
- removal of clauses to do with stables – horses are included in the definition of 'livestock' so the mandatory requirements would apply. The City does not feel the need to regulate stables any further than what these clauses provide. The City feels any issues can be dealt with via the proposed nuisances clause;
- removal of the clause to do with requiring a manure receptacle – the City feels this clause is very prescriptive and any issues could be dealt with via the proposed nuisances clause;
- standardisation of the 'Enforcement' section, so it aligns with all other local laws;
- review of the modified penalties to align with the three-tier approach. An increased 'subsequent penalty' for all offences has also been added so larger infringements can be issued to repeat offenders.

Livestock

- removal of the clause to do with impounding of livestock – the City already has these powers under the Local Government (Functions and General) Regulations 1996;
- complete re-think of the livestock provisions. The proposed clauses provide that livestock (including miniature horses, goats, sheep, cows etc.) can only be kept in accordance with the requirements of the local law or in accordance with a development approval (DA):
    - a DA would only apply in the circumstances of a hobby farm/intensive husbandry and commercial activities
    - the local law operates where livestock is to be kept for purely domestic purposes or as pets
    - pigs cannot be kept for domestic purposes or as pets
- to keep livestock for domestic purposes/as pets, the following requirements must be met:
    - only allowed in resource, rural and rural living zones
    - no more than 2
    - 9m setback from adjoining premises, throughfare or public place (this in effect replaces the minimum lot sizes)
    - for miniature animals (goats, cows, horses, sheep) – only specific breeds permitted
- the proposed clauses do not require registration of any livestock kept for domestic purposes/pets with the City. This is to reduce regulatory burden on the community and the City.

Poultry

- complete re-think of the poultry provisions. The new proposed clauses largely mirror the approach taken for livestock in that they can only be kept in accordance with the requirements of the local law or in accordance with a DA;
  - a DA would only apply in the circumstances of a hobby farm/intensive husbandry and commercial activities
  - the local law operates where poultry is to be kept for purely domestic purposes or as pets
- to keep poultry for domestic purposes/as pets, the following requirements must be met:
  - only allowed in residential, resource, rural and rural living zones
  - limits based on lot sizes with a max of 30 for lots with an area greater than 5,001m2 (see proposed local law for table)
  - the poultry must not cause a nuisance
- the proposed clauses remove any requirements to do with the construction and size of any enclosure. The City feels these requirements are very prescriptive and not something the City wants to regulate via a local law.

Pigeons

- complete re-think of the pigeon provisions. There is no longer a requirement to apply for a certificate of registration. Rather, a person simply needs to apply for a permit to keep more than 20 pigeons. A person can only apply for approval if they are a current financial member of a recognised incorporated racing pigeon body or they are a registered pigeon fancier;
- merging of the ‘duties of certificate holder’ and ‘cage, enclosure or loft requirements’ clauses to simply provide the following conditions on keeping pigeons:
  - that they are kept in an enclosure constructed in accordance with the Code of Practice which is securely fastened
  - that the enclosure is setback 5m from adjoining dwelling and 9m from thoroughfares and public places
  - that feed is kept in vermin-proof containers
  - that they do not cause a nuisance
  - that pigeons may only be exercised outside of a residential zone, and only during the hours set out in the Code of Practice
  - standardisation of the application process to keep more than 20 pigeons, so it aligns with the permit process in other local laws;
  - changes to the application process to keep more than 20 pigeons:
    - to specify what information must be provided with an application
    - to specify what matters the City can consider when determining an application
    - to provide for standard conditions applying to all approvals
    - to provide that an approval may only be revoked for specified reasons - being a breach of the local law or a condition of approval
  - introduction of clause explicitly providing that approvals cannot be transferred

Bees

- restricting the application of the requirements to do with bees to European honey bees only (Apis mellifera);
- providing that European honey bees may only be kept on land zoned residential, resource, rural or rural living;
- providing for the following mandatory requirements to be able to keep European honey bees:
  - that only up to 2 hives may be kept
  - that the person is a registered beekeeper (unless exempted by State legislation)
  - that the bees are kept in accordance with the WA Apiarists' Society Best Practice Guidelines for Urban Beekeepers
  - that a good and sufficient supply of water on the premises is provided
  - that the beehives are setback at least 5m from adjoining premises and at least 9m from a thoroughfare or public place
  - that flight paths do not affect adjoining premises
  - that the bees do not cause a nuisance

Part II and Schedule 1 of the Consolidated Local Law will be repealed on adoption of the proposed City of Cockburn Keeping of Animals Local Law 2026. To do this, as per section 3.12 of the Act, Council needs to give notice of the purpose and effect of the proposed City of Cockburn Keeping of Animals Local Law 2026 at a Council meeting, which will initiate a 6-week public comment process.

Following consultation, the City will consider any submissions received and, where appropriate, make changes to the local law in response to the submissions. If any changes are made, and they are not significant, the as-amended City of Cockburn Keeping of Animals Local Law 2026 will be presented to Council for adoption. If any changes are made, and they are significant, the as-amended City of Cockburn Keeping of Animals Local Law 2026 will still be presented to Council, but for the purposes of restarting the process in section 3.12, in accordance with section 3.13 of the Act.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no significant budget implications arising from the recommendations of this report. Costs will be incurred in the advertising of the public submission period, but these costs can be met under the existing budget.

Legal Implications

To make a local law, local governments must follow the procedure prescribed in section 3.12 of the Act. A failure to follow the procedure will likely result in the local law being disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL).

While local governments have broad powers to make local laws under section 3.12 of the Act, this power is not plenary. The power must be exercised “reasonably and proportionately”. Local laws must also be “necessary or convenient” for the “good government of the district”. They must not go “beyond the accepted notions of local government”. They must not be inconsistent with State legislation, nor should they seek to introduce significant new policy or fundamental changes to policy, which is properly a matter for the State.

Local laws infringing on these principles will likely be disallowed by the JSCDL.

Further, when it comes to local laws relating to dogs and cats, the City’s powers are constrained by the section 51 of the Dog Act 1976 and section 79(3) of the Cat Act 2011 respectively. These Acts specify the exact matters the City may make a local law about in respect of these animals. Any clauses which deal with matters outside of what these Acts permit will likely be disallowed by the JSCDL, as being outside the power of the City.

Community Consultation

In accordance with section 3.12(3)(a) of the Act, the City will invite submissions from the community on the proposed City of Cockburn Keeping of Animals Local Law 2026, as drafted, for a period of at least 42 clear days. These submissions and any proposed changes to the City of Cockburn Keeping of Animals Local Law 2026 in response to these submissions will be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The City has engaged external legal advisors to largely draft the proposed City of Cockburn Keeping of Animals Local Law 2026, to ensure it is reasonable, proportionate and within power.

There will be a moderate to substantial level of risk if Council were to amend the proposed City of Cockburn Keeping of Animals Local Law 2026 in such a way that it is no longer reasonable, proportionate or within power.

This is because the JSCDL will likely disallow it. This will result in sunk costs and time associated with the lawmaking process to date, as well as additional costs to re-commence the lawmaking process with a compliant local law. It will also delay the implementation of a modern keeping of animals local law which responds to the needs of the community and the City.

There is also a moderate to substantial level of risk if Council were to defer consideration of the recommendations in this report. As previously reported to Council at the 8 July 2025 Ordinary Meeting of Council, the Consolidated Local Law will lapse on 7 December 2026, meaning it cannot be enforced.

The project plan presented at that same meeting provides a strict timetable to ensure the lawmaking process for the proposed City of Cockburn Keeping of Animals Local Law 2026 will be completed by this date. Any delay runs the risk the process will not be completed by this date, meaning the City will not have laws regulating the keeping of animals for a period of time.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Keeping of Animals Local Law 2026

City of Cockburn

DOG ACT 1976
CAT ACT 2011
LOCAL GOVERNMENT ACT 1995

CAT ACT 2011

DOG ACT 1976

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Keeping of Animals Local Law 2026

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CAT ACT 2011

DOG ACT 1976

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Keeping of Animals Local Law 2026

Under the powers conferred by the *Cat Act 2011*, the *Dog Act 1976*, the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Cockburn resolved on …….. to make the following local law.

Part 1 - Preliminary

1.1 Title

This is the *City of Cockburn Keeping of Animals Local Law 2026*

1.2 Commencement

This local law comes into operation 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Amendments

The *City of Cockburn (Local Government Act) Local Laws 2000* is amended by deleting –

(a) Part II – Animals; and

(b) Schedule 1.

1.5 Interpretation

(1) In this local law –

adjoining means land or premises which have a common boundary or portion of a boundary with a lot or is separated from that lot by a right-of-way, pedestrian access way, access leg of a battleaxe lot or the equivalent not more than 6m in width;

approved means approved by the local government;

authorised person means a person appointed by the CEO under section 9.10(2) of the LG Act to perform any of the functions of an authorised person under this local law;

CEO means the Chief Executive Officer of the local government;

district means the district of the local government;

F&G Regulations means the *Local Government (Functions and General) Regulations 1996*;

land includes premises on the land;

LG Act means the *Local Government Act 1995;*

local government means the City of Cockburn;

local planning scheme means a local planning scheme of the local government made under the *Planning and Development Act 2005*;

nuisance means –

(a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of land; or

(c) an interference which causes material damage to land or other property on the land affected by the interference;

occupier has the meaning in the LG Act, but does not include the local government;

owner has the meaning in the LG Act;

Schedule means a schedule to this local law; and

thoroughfare has the meaning in the Act.

(2) Where in this local law, a duty or liability is imposed on an ***owner or occupier*** the duty or liability is taken to be imposed jointly and severally on each of the owner or occupier.

(3) Where, under this local law in relation to any land, an act is required to be done or is prohibited, the owner or occupier of the land has, unless the contrary intention appears, the duty of causing to be done the act so required to be done, or of preventing from being done the prohibited act, as the case may be.

(4) This local law is subject to sections 3.25 and 3.27 and Schedules 3.1 and 3.2 of the LG Act and any powers of entry exercised by this local government under this local law is subject to Part 3, Division 3, Subdivision 3 of the LG Act.

(5) A reference to a fee or charge is to a fee or charge determined and imposed by the local government under sections 6.16 to 6.19 of the LG Act.

Part 2 - Dogs

Division 1 – Preliminary

2.1 Interpretation

(1) In this Part –

dangerous dog has the meaning in section 3(1) of the *Dog Act*;

Dog Act means the *Dog Act 1976*;

Dog Regulations means the *Dog Regulations 2013*;

modified penalty has the meaning in clause 2.31;

owner, in relation to a dog, has the meaning in section 3(1) of the Dog Act;

person liable for the control of the dog has the meaning in section 3(1) of the Dog Act;

pound means a ***dog management facility***, as defined in section 3(1) of the Dog Act that is operated or used by the local government for the purposes of this local law;

premises has the meaning in section 3(1) of the Dog Act; and

public place has the meaning in section 3(1) of the Dog Act.

(2) A term that is used in this Part and is not defined in subclause (1) has the meaning in the Dog Act or, if not defined in the Dog Act, the meaning in the LG Act.

Division 2 – Seized or detained dogs

2.2 Attendance of authorised person at pound

An authorised person is to be in attendance at the pound, at the times and on the days of the week as determined by the CEO, to facilitate the release of dogs that have been seized or detained under section 29 of the Dog Act.

2.3 Release of detained dogs

The owner, or a person lawfully authorised by the owner, of a seized or detained dog who seeks the release of the dog is to be entitled to the release of the dog, subject to –

(a) production of such proof of ownership of the dog, or such lawful authorisation by the owner, as an authorised person considers sufficient;

(b) payment of the applicable fees, charges and other costs referred to in the Dog Act; and

(c) proof of registration of the dog in accordance with the Dog Act.

Division 3 – Control of dogs

2.4 Dogs to be confined

(1) This clause does not apply to the confinement of a dangerous dog (which is dealt with in the Dog Act and Dog Regulations).

(2) In this clause, ***fence*** includes a wall but does not include a hedge.

(3) A person who owns or has care and control of a dog that is kept or is usually permitted to live in or at a premises within the district must ensure that the portion of those premises on which the dog is kept is fenced in a manner capable of effectively confining the dog to that portion, having regard to the breed, age, size, temperament and physical condition of the dog.

(4) If there is a gate in the fence, the gate must –

(a) be kept closed at all times when the dog is on the premises, but the gate may be opened to enable a person to enter or leave the premises; and

(b) be fitted with a mechanism that enables the gate to be securely latched or locked.

2.5 Direction to provide a suitable enclosure

(1) If, in the opinion of an authorised person, a dog is not adequately prevented from escaping from the property where the dog is normally kept, the authorised person may give a written direction to an owner of the dog to provide a suitable enclosure that effectively confines the dog on the property.

(2) A person to whom a direction is given under subclause (1) must comply with the direction within 14 days of the direction being given to the person.

(3) A person who fails to comply with a direction given under subclause (1) commits an offence.

Division 4 – Keeping of dogs

2.6 Interpretation

In this Division and in Schedule 2 –

applicant means a person who makes an application for an exemption under this Division;

exemption means an exemption granted under this Division; and

exemption holder means a person to whom an exemption is granted.

2.7 Limitation on the number of dogs

(1) A person must not keep in or at any premises within the district more than 2 dogs over the age of 3 months and any pups of those dogs under that age.

(2) Subclause (1) does not apply to –

(a) dogs that do not ordinarily reside in or at the premises; or

(b) premises that are –

(i) specified in an exemption granted under this Division in accordance with section 26(3) of the Dog Act; or

(ii) licensed under Division 5 as an approved kennel establishment.

2.8 Application for an exemption

(1) A person may apply to the local government for an exemption to clause 2.7(1) under section 26(3) of the Dog Act for up to 4 additional dogs.

(2) An application for an exemption must –

(a) be made in the form of Schedule 2 and lodged with the local government;

(b) be made and signed by the occupier of the premises where the dogs are proposed to ordinarily reside;

(c) describe and specify the number of dogs to be kept on the premises;

(d) include the reasons and justification for keeping the additional dogs;

(e) if the occupier is not the owner of the premises to which the application relates - be accompanied by the written consent in writing of the owner of the premises;

(f) include any other information required by the form; and

(g) be accompanied by the application fee for an exemption.

(3) Before determining an application, the local government may request the applicant –

(a) to consult with those nearby owners and/or occupiers who are specified in the request;

(b) to advise those nearby owners and/or occupiers that they may, within 14 days of receiving that advice, make submissions to the local government on the application for an exemption; and/or

(c) within a specified period of no more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

2.9 Refusal to determine application

The local government may refuse to consider an application for an exemption –

(a) that is not made in accordance with clause 2.8(2); or

(b) if the applicant has not complied with a request by the local government under clause 2.8(3).

2.10 Determining an application

(1) In determining an application for an exemption, the local government may have regard to –

(a) the reasons and justification provided in the application;

(b) the physical suitability of the premises;

(c) the environmental sensitivity and general nature of the location surrounding the premises;

(d) the likelihood of additional dogs causing a nuisance, inconvenience or annoyance to an occupier of adjoining premises;

(e) any submission received under clause 2.8(3)(b) within the time specified; and

(f) any other factor that the local government considers to be relevant in the circumstances of the particular application.

(2) Subject to subclauses (3) and (4), the local government may –

(a) approve the application and grant an exemption subject to the conditions imposed under clause 2.11, but may specify an alternative number of dogs permitted to be kept on the premises; or

(b) refuse to approve the application.

(3) The local government must not grant an exemption –

(a) for more than 4 additional dogs over the age of 3 months, or

(b) for dangerous dogs (declared) or dangerous dogs (restricted breed).

(4) The local government must not grant an exemption unless it is satisfied that the premises described in the application are suitable for the additional number of dogs for which the application is made.

(5) A decision under subclause (2) must be made within 90 days of the applicant satisfying the requirements of clause 2.8(2) and any request made under clause 2.8(3).

(6) If a decision under subclause (2) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 2.8(2)(g) is to be refunded to the applicant.

(7) If the local government grants an exemption, it must give the applicant written notice of the exemption in the form determined by the CEO.

(8) If the local government refuses to grant an exemption, it must give the applicant written notice of its decision and of the reasons for its decision.

2.11 Exemption conditions

(1) An exemption is taken to have been granted subject to the conditions that the exemption holder must ensure that –

(a) the keeping of each dog on the premises to which the exemption relates complies with the requirements of the Dog Act and the Dog Regulations;

(b) the premises have adequate space and are suitable for all of the dogs;

(c) the premises are maintained in good order and in a clean and sanitary condition; and

(d) without the approval of the local government, a dog that is the subject of an exemption is not substituted or replaced once that dog –

(i) dies; or

(ii) is permanently removed from the premises.

(2) In addition to the conditions listed in subclause (1), the local government may grant an exemption subject to any other conditions that it reasonably considers necessary and appropriate.

(3) The local government may, at any time, amend a condition of an exemption and the amended condition takes effect –

(a) 14 days after the written notice of it is given to the exemption holder; or

(b) if a later date is specified in the written notice, on the later date.

(4) An exemption holder who does not comply with a condition of an exemption commits an offence under the Dog Act.

2.12 Duration of an exemption

(1) Unless otherwise specified as a condition of the exemption, an exemption commences on the date of issue until the earlier of –

(a) the expiry date, if any, specified in the exemption;

(b) the date that the exemption holder ceases to reside at the premises to which the exemption relates;

(c) the date that the dogs that are the subject of the permit die or are permanently removed or relocated from the premises; or

(d) the date the exemption is revoked.

(2) If an exemption ceases to be valid as a result of an event listed in subclauses (1)(b) or (1)(c), the exemption holder must notify the local government in writing within 7 days of the event occurring.

2.13 Exemption not transferable

An exemption is not transferrable either in relation to the exemption holder or the premises to which the exemption relates.

2.14 Revoking an exemption

(1) The local government may, by written notice to the exemption holder, revoke an exemption if the exemption holder has not complied with a provision of this local law or a condition of the exemption.

(2) If the local government decides to revoke an exemption under subclause (1), it must give to the exemption holder written notice of its decision and of the reasons for its decision.

(3) A revocation under subclause (1) takes effect –

(a) 14 days after the written notice under subclause (2) is given to the exemption holder; or

(b) if a later date is specified in the written notice, on the later date.

(4) If an exemption is revoked, no part of the fee paid for the exemption is refundable.

Division 5 – Approved kennel establishments

2.15 Interpretation

In this Division and in Schedule 3 –

applicant means a person who makes an application for a licence or a transfer of a licence under this Division, as the case may be;

kennel includes any yard attached to the kennel;

licence means a kennel establishment licence granted under this Division;

licensee means the holder of a licence; and

premises, in addition to the meaning given to it in section 3 of the Dog Act, means the premises described in an application for a licence.

2.16 Application for a licence

(1) An application for a licence must be made in the form set out in Schedule 3, and must be lodged with the local government together with –

(a) details of the number of dogs proposed to be kept on the premises;

(b) plans and specifications of the kennel establishment, including a site plan;

(c) copies of the notices to be given under clause 2.17 (where required);

(d) written evidence that either the applicant or another person who will have the charge of the dogs will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and ensure their health and welfare;

(e) a report of an acoustic consultant verifying that the various plant, machinery and operational noise levels, including noise from dogs, would comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* or their equivalent in force from time to time;

(f) a copy of the planning approval granted by the local government under its local planning scheme in respect of the kennel establishment;

(g) a written acknowledgment that the applicant has read and agrees to comply with any code of practice relating to the keeping of dogs that has been adopted or nominated by the local government;

(h) any other information required by the form; and

(i) the application fee for a licence.

(2) On receipt of an application under subclause (1), the local government may require the applicant to provide, within a specified time of not more than 21 days, any additional document or information that it requires to consider the application.

(3) The local government may refuse to consider an application that is not in accordance with subclause (1) or if the applicant does not comply with a request under subclause (2) within the prescribed time.

2.17 Notices of proposed use

(1) This clause does not apply where notice and consultation requirements have been undertaken for the purposes of the planning approval referred to in clause 2.16(1)(f).

(2) After the application for a licence has been lodged, the applicant must give notice of the proposed use of the premises as an approved kennel establishment –

(a) once in a newspaper circulating in the district; and

(b) to the owners and occupiers of land within a radius of 200m of the boundaries of the land upon which the proposed kennel establishment is to be established.

(3) The notices in subclause (2) must specify that –

(a) any written submissions as to the proposed use are to be lodged with the local government within 14 days of the date the notice is given; and

(b) the application and plans and specifications may be inspected at the offices of the local government.

(4) If –

(a) each notice given under subclause (2) does not clearly identify the premises; or

(b) a notice given under subclause (2)(a) is of a size or in a location in the newspaper that, in the opinion of the local government, would fail to serve the purpose of notifying relevant persons of the proposed use of the premises,

the local government may refuse to determine the application for a licence until each notice is given in accordance with its directions.

2.18 When an application cannot be determined

An application for a licence is not to be determined by the local government until –

(a) the applicant has complied with clause 2.16;

(b) the applicant submits proof that the notices referred to in clause 2.17(2) have been given in accordance with that clause (where required); and

(c) the local government has considered any written submission received within the time specified in clause 2.17(3)(a) (where required).

2.19 Where an application cannot be approved

The local government cannot approve an application for a licence if –

(a) the application is not consistent with the planning approval referred to in clause 2.16(1)(f): or

(b) the applicant for the licence or another person who will have the charge of the dogs will not reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and ensure their health and welfare.

2.20 Determining an application

(1) In determining an application for a licence, the local government is to have regard to –

(a) any written submission received within the time specified in clause 2.17(3)(a);

(b) the economic or social benefits which may be derived by any person in the district if the application for the licence is approved;

(c) the effect which the kennel establishment may reasonably be expected to have on the owners or occupiers of adjoining premises;

(d) the suitability of the premises for the proposed use;

(e) the suitability of any kennel in which any dog is to be kept;

(f) whether or not the imposition of and compliance with appropriate conditions of a licence would mitigate any potential nuisance or other adverse effects of the approved kennel establishment; and

(g) any other factor that the local government considers to be relevant in the circumstances of the particular application.

(2) The local government may –

(a) approve the application subject to the conditions imposed under clause 2.21, but may specify an alternative number of dogs permitted to be kept on the premises; or

(b) refuse to approve the application.

(3) The local government must not grant a licence –

(a) for more than 4 additional dogs over the age of 3 months; or

(b) for a dangerous dog (declared) or a dangerous dog (restricted breed).

(4) A decision under subclause (2) must be made within 90 days of the applicant satisfying the requirements of clauses 2.16 and 2.17.

(5) If a decision under subclause (2) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 2.16(1)(i) is to be refunded to the applicant.

(6) If the local government approves an application, it must give the applicant a licence in the form determined by the CEO.

(7) If the local government refuses to approve an application, it must give the applicant written notice of its decision and of the reasons for its decision.

2.21 Licence conditions

(1) An application for a licence may be approved by the local government subject to whatever conditions it reasonably considers to be appropriate, including conditions relating to matters such as –

(a) the location, number, type, form or construction, of any kennel in which a dog is to be kept;

(b) how much space is to be provided for each dog;

(c) the maintenance, and the keeping in good order and in a clean and sanitary condition, of each kennel;

(d) the type and construction of any fencing used to confine dogs;

(e) the maintenance, cleaning and sanitising of drinking and eating vessels;

(f) the method of disposal of all refuse, faeces and food waste;

(g) the effective control of odours, fleas and flies; and

(h) the provision of suitable water available at the premises.

(2) The local government may, at any time, amend a condition of the licence, and the amended condition takes effect –

(a) 14 days after written notice of it is given to the licensee; or

(b) if a later date is specified in the written notice, on the later date.

(3) A licensee who does not comply with a condition of the licence commits an offence under the Dog Act.

2.22 Period of licence and renewal

(1) A licence is in effect for the period set out in section 27(5) of the Dog Act.

(2) Before the licence period expires, the local government may give to the licensee written notice that their licence is due for renewal and the manner in which it may be renewed.

(3) The local government must renew a licence if the licence renewal fee is paid to the local government before the expiry of the licence.

(4) When a licence is renewed –

(a) the local government must give written notice of the renewal to the licensee; and

(b) the conditions of the licence at the time of its renewal continue to have effect.

2.23 Transfer of licence

(1) An application for the transfer of a licence from the licensee to another person (**transfer application**) must be –

(a) made in the form determined by the CEO;

(b) made by the person applying to have the licence transferred to them;

(c) made with the written consent of the licensee; and

(d) lodged with the local government together with –

(i) written evidence that a person who will have charge of the dogs will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the dogs and ensure their health and welfare; and

(ii) the fee for the transfer application.

(2) Before determining a transfer application, the local government may request the applicant, within a specified time of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(3) The local government may refuse to consider a transfer application that is not in accordance with subclause (1) or if the applicant does not comply with a request under subclause (2) within the specified time.

(4) The local government may, in respect of a transfer application –

(a) approve the transfer application subject to any conditions that it considers to be appropriate; or

(b) refuse to approve the transfer application.

(5) A decision under clause subclause (4) must be made within 90 days of the applicant satisfying the requirements of subclause (1) and any request made under subclause (2).

(6) If a decision under subclause (4) is not made within that period of 90 days, the transfer application is taken to have been refused and any fee payable under subclause (1)(d)(ii) is to be refunded to the applicant.

(7) If the local government approves a transfer application –

(a) it must give the applicant a licence in the form determined by the CEO; and

(b) the applicant becomes the licensee –

(i) on the date specified on the licence; or

(ii) if no date is specified, on the date that the licence was given to the applicant under clause 2.23(4)(a).

(8) If the local government refuses to approve a transfer application, it must give the applicant written notice of its decision and of the reasons for its decision.

2.24 Cancellation of a licence

(1) The local government's powers to cancel a licence are set out in section 27(5) and (6) of the Dog Act.

(2) If the local government cancels a licence, it must give the licensee written notice of the cancellation and of the reasons for the cancellation.

(3) A cancellation under subclause (1) takes effect –

(a) 14 days after the written notice under subclause (2) is given to the licensee; or

(b) if a later date is specified in the written notice, on the later date.

(4) If a licence is cancelled, no part of the fee paid for the licence is refundable.

2.25 Licence to be kept at premises

A licence must be kept at the premises to which it relates and must be provided to an authorised person on demand.

Division 6 – Miscellaneous

2.26 Offence to fail to remove excrement

A person liable for the control of a dog and who fails to immediately remove any excrement deposited by that dog on –

(a) any thoroughfare, path or other public place; or

(b) any land which is not a public place other than with the consent of the occupier,

commits an offence.

2.27 False or misleading statement

A person must not make a false or misleading statement in connection with an application for an exemption or licence under this Part.

Division 7 – Objection and review

2.28 Objection and review rights

(1) The review provisions in section 26(5) of the Dog Act apply to a decision of the local government to refuse to grant an exemption under clause 2.10, to revoke an exemption (under clause 2.24 and section 2.6(3) of the Dog Act), or to the conditions imposed in relation to an exemption.

(2) The review provisions in section 27(7) of the Dog Act apply to a decision of the local government –

(a) to refuse to grant a licence under clause 2.20(2)(b); or

(b) to give notice of the cancellation of a licence under section 27 of the Dog Act.

(3) Division 1 of Part 9 of the LG Act and regulation 33 of the F&G Regulations apply to a decision of the local government –

(a) to give a direction under clause 2.5;

(b) to impose or amend the conditions of a licence under clause 2.21; and

(c) to refuse to approve the transfer of a licence under clause 2.23(4)(b).

Division 8 – Enforcement

2.29 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Part 7 of the Dog Act.

2.30 Offences and general penalty

(1) A person who –

(a) fails to do anything required or directed to be done under this Part; or

(b) does an act or omits to do an act contrary to this Part,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction –

(a) to a penalty not exceeding $5,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

2.31 Modified penalties

(1) An offence against a clause specified in Part 1 of Schedule 1 is an offence for which a modified penalty applies for the purposes of section 45A(2) of the Dog Act.

(2) An authorised person who has reason to believe that a person has committed an offence in respect of which a modified penalty may be imposed may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) A person who does not contest an allegation that they have committed the offence may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for an offence is that specified adjacent to the clause in Part 1 of Schedule 1 –

(a) in the case of a first offence the modified penalty will be that prescribed in column 4 of Part 1 of Schedule 1; and

(b) in the case of a subsequent offence the modified penalty will be that prescribed in column 5 of Part 1 of Schedule 1.

2.32 Form of infringement notices

(1) The form of an infringement notice that may be given in respect of an offence for which a modified penalty applies is the form set out in Form 2 in Schedule 1 of the F&G Regulations.

(2) The form of a notice that may be given to withdraw an infringement notice for an offence for which a modified penalty applies is the form set out in Form 3 in Schedule 1 of the F&G Regulations.

Part 3 - Cats

Division 1 – Preliminary

3.1 Interpretation

(1) In this Part –

cat has the meaning in the Cat Act;

cat management facility has the meaning in the Cat Act;

cat prohibited area means an area described in Schedule 6;

Cat Act means the *Cat Act 2011*;

Cat Regulations means the *Cat Regulations 2012*;

Cat (ULP) Regulations means the *Cat (Uniform Local Provisions) Regulations 2013*;

cattery means any premises where more than 2 cats are boarded, bred, housed or trained temporarily, whether for profit or otherwise, and where the occupier of the premises is not the ordinary keeper of the cats;

member of a cat organisation means a person referred to in regulation 23(c) of the Cat Regulations;

owner, in relation to a cat, has the meaning in section 4 of the Cat Act;

premises has the meaning in section 3(1) of the Cat Act;

prescribed offence has the meaning in clause 3.29; and

registered means registered with the local government under section 9 of the Cat Act.

(2) A term that is used in this Part and is not defined in subclause (1) has the meaning in the Cat Act or, if not defined in the Cat Act, the meaning in the LG Act.

(3) This Part is to be construed together with, but subject to –

(a) the Cat Act;

(b) the Cat Regulations; and

(c) the Cat (ULP) Regulations.

Division 2 – Control of cats

3.2 Cat not to cause a nuisance

(1) An owner must not allow a cat to cause a nuisance.

(2) If, in the opinion of an authorised person, a cat is causing a nuisance, the local government may give written notice to the owner of the cat requiring that person to abate the nuisance.

(3) A notice given under subclause (2) –

(a) is to be in the form of Schedule 1, Form 3 of the Cat Regulations; and

(b) remains in force for the period specified in the notice, which must not exceed 28 days.

(4) A person given a notice under subclause (2) must comply with the notice within the period specified in the notice.

3.3 Cat prohibited areas

(1) A cat must not be in a cat prohibited area at any time.

(2) If a cat is in a cat prohibited area –

(a) the owner of the cat commits an offence; and

(b) an authorised person may seize, impound and deal with the cat in accordance with the Cat Act.

Division 3 – Keeping of cats

3.4 Interpretation

In this Division and in Schedule 4 –

applicant means a person who makes an application for a permit under this Division;

cat does not include a cat less that is less than 6 months old;

permit means permit issued under this Division;

permit holder means a person to whom a permit is granted; and

premises, in addition to the meaning given to it in section 3 of the Cat Act, means the premises described in the application for a permit under this Division.

3.5 Cats for which a permit is required

(1) Subject to subclauses (2) and (3), a person who is ordinarily resident at any premises is required to have a permit to keep more than 3 cats at the premises.

(2) Subclause (1) does not apply to –

(a) cats that do not ordinarily reside on the premises; or

(b) premises that are operated by an organisation referred to in regulation 9 of the Cat Regulations.

(3) In respect of any premises where a member of a cat organisation is ordinarily resident, the requirement for a permit under subclause (1) applies only if more than 6 cats are proposed to be kept at the premises.

(4) A person contravening this clause commits an offence.

3.6 Application for permit

(1) An application for a permit must –

(a) be made in the form set out in Schedule 4 and lodged with the local government;

(b) be made and signed by the occupier of the premises where the cats are proposed to ordinarily reside;

(c) describe and specify the number of cats to be kept on the premises;

(d) include the reasons and justification for keeping the additional cats;

(e) if the occupier is not the owner of the premises to which the application relates - be accompanied by the written consent in writing of the owner of the premises;

(f) include any other information required by the form; and

(g) be accompanied by the application fee for a permit.

(2) Before determining an application, the local government may request the applicant –

(a) to consult with those nearby owners and/or occupiers who are specified in the request;

(b) to advise those nearby owners and/or occupiers that they may, within 14 days of receiving that advice, make submissions to the local government on the application for a permit; and/or

(c) within a specified time of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

3.7 Refusal to determine application

The local government may refuse to consider an application for a permit –

(a) that is not made in accordance with clause 3.6(1); or

(b) if the applicant has not complied with a request by the local government under clause 3.6(2).

3.8 Determining an application

(1) In determining an application for a permit, the local government may have regard to –

(a) the reasons and justification provided in the application;

(b) the physical suitability of the premises;

(c) the environmental sensitivity and general nature of the location surrounding the premises;

(d) the likelihood of additional cats causing a nuisance, inconvenience or annoyance to an occupier of adjoining premises;

(e) any submission received under clause 3.6(2)(b) within the time specified; and

(f) any other factor that the local government considers to be relevant in the circumstances of the particular application.

(2) Subject to subclause (3), the local government may –

(a) approve the application and grant a permit subject to the conditions imposed under clause 3.9, but may specify an alternative number of cats permitted to be kept on the premises; or

(b) refuse to approve the application.

(3) The local government must not grant a permit unless it is satisfied that the premises described in the application are suitable for the additional number of cats for which the application is made.

(4) A decision under subclause (2) must be made within 90 days of the applicant satisfying the requirements of clause 3.6(1) and any request made under clause 3.6(2).

(5) If a decision under subclause (2) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 3.6(1)(g) is to be refunded to the applicant.

(6) If the local government approves an application, it must give the applicant a permit in the form determined by the CEO.

(7) If the local government refuses to approve an application, it must give the applicant written notice of its decision and of the reasons for its decision.

3.9 Permit conditions

(1) A permit is taken to have been issued subject to the conditions that the permit holder must ensure that –

(a) the keeping of each cat on the premises to which the permit relates complies with the requirements of the Cat Act and the Cat Regulations;

(b) the premises have adequate space and are suitable for all of the cats;

(c) the premises are maintained in good order and in a clean and sanitary condition; and

(d) without the approval of the local government, any cat that is the subject of a permit is not substituted or replaced once that cat –

(i) dies; or

(ii) is permanently removed from the premises.

(2) In addition to the conditions listed in subclause (1), the local government may issue a permit subject to any other conditions that it reasonably considers necessary and appropriate.

(3) The local government may, at any time, amend a condition of a permit and the amended condition takes effect –

(a) 14 days after written notice of it is given to the permit holder; or

(b) if a later date is specified in the written notice, on the later date.

(4) A permit holder who does not comply with a condition of a permit commits an offence.

3.10 Duration of permit

(1) Unless otherwise specified as a condition of the permit, a permit commences on the date of issue until the earlier of –

(a) the expiry date, if any, specified in the permit;

(b) the date the permit holder ceases to reside at the premises to which the permit relates;

(c) the date that the cats that are the subject of the permit die or are permanently removed or relocated from the premises; or

(d) the date the permit is revoked.

(2) If a permit ceases to be valid as a result of an event listed in subclauses (1)(b) or (1)(c), the permit holder must notify the local government in writing within 7 days of the event occurring.

3.11 Permit not transferable

A permit is not transferrable either in relation to the permit holder or the premises to which the permit relates.

3.12 Revoking a permit

(1) The local government may, by written notice to the permit holder, revoke a permit if the permit holder has not complied with a provision of this local law or a condition of the permit.

(2) If the local government decides to revoke a permit under subclause (1), it must give to the permit holder written notice of its decision and of the reasons for its decision.

(3) A revocation under subclause (1) takes effect –

(a) 14 days after the written notice under subclause (2) is given to the permit holder; or

(b) if a later date is specified in the written notice, on the later date.

(4) If a permit is revoked, no part of the fee paid for the permit is refundable.

Division 4 – Licensing of a cattery

3.13 Interpretation

In this Division and in Schedule 5 –

applicant means a person who makes an application for a licence or a transfer of a licence under this Division, as the case may be;

licence means a cattery licence issued under this Division;

licensee means the holder of a licence; and

premises, in addition to the meaning given to it in section 3 of the Cat Act, means the premises described in the application to be licensed as a cattery.

3.14 Operating a cattery without a licence

A person who, without a licence, operates a cattery commits an offence.

3.15 Application for a cattery licence

(1) An application for a licence must be made in the form set out in Schedule 5 and must be lodged with the local government together with –

(a) details of the number of cats proposed to be kept on the premises;

(b) plans and specifications of the premises, including a site plan;

(c) copies of the notices to be given under clause 3.16 (where required);

(d) written evidence that either the applicant or another person who will have the charge of the cats will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the cats and ensure their health and welfare;

(e) a copy of the planning approval granted by the local government under its local planning scheme in respect of the cattery;

(f) a written acknowledgement that the applicant has read and agrees to comply with any code of practice relating to the keeping of cats which may be nominated from time to time by the local government;

(g) any other information required by the form; and

(h) the application fee for a licence.

(2) On receipt of an application under subclause (1), the local government may request the applicant to provide, within a specified time of not more than 21 days, any additional document or information that it requires to determine the application.

(3) The local government may refuse to consider an application that is not in accordance with subclause (1) or if the applicant does not comply with a request under subclause (2) within the specified time.

3.16 Notices of proposed use

(1) This clause does not apply where notice and consultation requirements have been undertaken for the purposes of the planning approval referred to in clause 3.15(1)(e).

(2) After the application for a licence has been lodged, the applicant must give notice of the proposed use of the premises as a cattery –

(a) once in a newspaper circulating in the district; and

(b) to the owners and occupiers of land within a radius of 200m of the boundaries of the land upon which the proposed cattery is to be established.

(3) The notices in subclause (1) must specify that –

(a) any written submissions as to the proposed use are to be lodged with the local government within 14 days of the date the notice is given; and

(b) the application and plans and specifications may be inspected at the offices of the local government.

(4) If –

(a) each notice given under subclause (2) does not clearly identify the premises; or

(b) a notice given under subclause (2)(a) is of a size or in a location in the newspaper that, in the opinion of the local government, would fail to serve the purpose of notifying relevant persons of the proposed use of the premises,

the local government may refuse to determine the application for a licence until each notice is given in accordance with its directions.

3.17 When application cannot be determined

An application for a licence is not to be determined by the local government until –

(a) the applicant has complied with clause 3.15;

(b) the applicant has submitted proof that the notices referred to in clause 3.16(2) have been given in accordance with that clause (where required); and

(c) the local government has considered any written submissions received within the time specified in clause 3.16(3)(a) (where required).

3.18 Where an application cannot be approved

The local government cannot approve an application for a licence if –

(a) the application is not consistent with the planning approval referred to in clause 3.15(1)(e); or

(b) the applicant for a licence or another person who will have the charge of the cats will not reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the cats and ensure their health and welfare.

3.19 Determining an application

(1) In determining an application for a licence, the local government is to have regard to –

(a) any written submissions received within the time specified in clause 3.16(3)(a);

(b) the economic or social benefits which may be derived by any person in the district if the application for the license is approved;

(c) the effect which the cattery may reasonably be expected to have on the owners or occupiers of adjoining premises;

(d) the suitability of the premises for the proposed use;

(e) the suitability of any enclosure in which any cat is to be kept;

(f) whether or not the imposition of and compliance with appropriate conditions of a licence would mitigate any potential nuisance or other adverse effects of the cattery; and

(g) any other factors which the local government considers to be relevant in the circumstances of the application.

(2) The local government may –

(a) approve the application and grant a licence subject to the conditions imposed under clause 3.20, but may specify an alternative number of cats permitted to be kept on the premises; or

(b) refuse to approve the application.

(3) A decision under subclause (2) must be made within 90 days of the applicant satisfying the requirements of clauses 3.15 and 3.16.

(4) If a decision under subclause (2) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 3.15(1)(h) is to be refunded to the applicant.

(5) If the local government approves an application for a licence, it must give the applicant a licence in the form determined by the CEO.

(6) If the local government refuses to approve an application for a licence, it must give the applicant written notice of its decision and of the reasons for its decision.

3.20 Licence conditions

(1) An application for a licence may be approved by the local government subject to whatever conditions it reasonably considers to be appropriate, including conditions relating to matters such as –

(a) the location, number, type, form or construction of any enclosure in which a cat is to be kept;

(b) how much space is to be provided for each cat;

(c) the maintenance, and the keeping in good order and in a clean and sanitary condition, of each enclosure;

(d) the type and construction of any fencing used to confine cats;

(e) the maintenance, cleaning and sanitising of drinking and eating vessels;

(f) the method of disposal of all refuse, faeces and food waste;

(g) the effective control of odours, fleas and flies; and

(h) the provision of suitable water available at the premises.

(2) The local government may, at any time, amend a condition of the licence, and the amended condition takes effect –

(a) 14 days after written notice of it is given to the licensee; or

(b) if a later date is specified in the written notice, on the later date.

(3) A licensee who does not comply with a condition of the licence commits an offence.

3.21 Period of a licence and renewal

(1) Unless otherwise specified as a condition of the licence, a licence commences on the date of issue until the earlier of –

(a) the expiry date, if any, specified in the permit;

(b) the date the person specified in clause 3.15(1)(d) ceases to reside at the premises, or sufficiently close to the premises, so as to control the cats and ensure their health and welfare; or

(c) the date the permit is revoked.

(2) The local government may renew a licence if the licence renewal fee is paid to the local government before the expiry of the licence.

(3) When a licence is renewed –

(a) the local government must give written notice of the renewal to the licensee; and

(b) the conditions of the licence at the time of its renewal continue to have effect.

3.22 Transfer of a licence

(1) An application for the transfer of a licence from the licensee to another person (**transfer application**) must be –

(a) made in the form determined by the CEO;

(b) made by the person applying to have the licence transferred to them;

(c) made with the written consent of the licensee; and

(d) lodged with the local government together with –

(i) written evidence that a person who will have the charge of the cats will reside on the premises or, in the opinion of the local government, sufficiently close to the premises so as to control the cats and ensure their health and welfare; and

(ii) the fee for the transfer application.

(2) Before determining a transfer application, the local government may request the applicant, within a specified period of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(3) The local government may refuse to consider a transfer application that is not in accordance with subclause (1) or if the applicant does not comply with a request under subclause (2) within the specified time.

(4) The local government may, in respect of a transfer application –

(a) approve the transfer application subject to any conditions that it considers appropriate; or

(b) refuse to approve the transfer application.

(5) A decision under clause subclause (4) must be made within 90 days of the applicant satisfying the requirements of subclause (1) and any request made under subclause (2).

(6) If a decision under subclause (4) is not made within that period of 90 days, the transfer application is taken to have been refused and any fee payable under subclause (1)(d)(ii) is to be refunded to the applicant.

(7) If the local government approves a transfer application –

(a) it must give the applicant a licence in the form determined by the CEO; and

(b) the applicant becomes the licensee –

(i) on the date as specified on the licence; or

(ii) if no date is specified on the licence, on the date that the licence was given to the applicant under subclause (7)(a).

(8) If the local government refuses to approve a transfer application, it must give the applicant written notice of its decision and of the reasons for its decision.

3.23 Cancellation of a licence

(1) The local government may, by written notice to the licensee, cancel a licence if –

(a) the licensee requests the local government to do so;

(b) the licensee has failed to comply with a condition of the licence; or

(c) the licensee has not complied with a provision of this local law.

(2) If the local government decides to revoke a permit under subclause (1)(b)-(c), it must give to the licensee written notice of its decision and of the reasons for its decision.

(3) A cancellation under subclause (1) takes effect –

(a) 14 days after the written notice under subclause (2) is given to the licensee; or

(b) if a later date is specified in the written notice, on the later date.

(4) If a licensee is revoked, no part of the fee paid for the licence is refundable.

3.24 Licence to be kept at premises

A licence must be kept at the premises to which it relates and must be provided to an authorised person on demand.

Division 5 – Miscellaneous

3.25 False or misleading statement

A person must not make a false or misleading statement in connection with an application for a permit or licence under this Part.

Division 6 – Objection and review

3.26 Objection and review rights

Division 1 of Part 9 of the LG Act and regulation 33 of the F&G Regulations apply to a decision of the local government –

(a) to refuse to grant a permit under clause 3.8(2)(b);

(b) to impose or amend the conditions of a permit under clause 3.9;

(c) to revoke a permit under clause 3.12;

(d) to refuse to grant a licence under clause 3.19(2)(b);

(e) to impose or amend the conditions of a licence under clause 3.20;

(f) to cancel a licence under clause 3.23; and

(g) to refuse to approve the transfer of a licence under clause 3.22(4)(b).

Division 7 – Enforcement

3.27 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Division 6 of Part 4 of the Cat Act.

3.28 Offences and general penalty

(1) A person who –

(a) fails to do anything required or directed to be done under this Part; or

(b) does an act or omits to do an act contrary to this Part,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction –

(a) to a penalty not exceeding $5,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

3.29 Prescribed offences and modified penalties

(1) An offence against a clause specified in Part 2 of Schedule 1 is a prescribed offence for the purposes of section 62(1) of the Cat Act.

(2) In accordance with section 62 of the Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 63 of the Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 66 of the Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Part 2 of Schedule 1 –

(a) in the case of a first offence the modified penalty will be that prescribed in column 4 of Part 2 of Schedule 1; and

(b) in the case of a subsequent offence the modified penalty will be that prescribed in column 5 of Part 2 of Schedule 1.

(5) Provisions relating to modified penalties in general are contained in Division 4 of Part 4 of the Cat Act.

3.30 Form of infringement notices

(1) The form of an infringement notice that may be given in respect of an offence against this Part is the form set out in Form 6 in Schedule 1 of the Cat Regulations.

(2) The form of notice that may be given to withdraw an infringement notice for an offence against this Part is the form set out in Form 7 in Schedule 1 of the Cat Regulations.

Part 4 - Other animals

Division 1 – Preliminary

4.1 Interpretation

(1) In this Part –

animal means any living animal, tame or wild, kept by a person;

applicant means a person who makes an application for a permit under this Part;

cow includes an ox, calf or bull;

dwelling means a building or portion of a building being used, adapted or designed, or intended to be used, for the purpose of human habitation;

grouped dwelling means a dwelling which is one of two or more dwellings on the same lot such that no dwelling is placed wholly or partly vertically above another, except where special conditions of landscape or topography dictate otherwise, and includes a dwelling on a survey strata plan with common property;

horse includes an ass, mule, donkey, Shetland pony or pony;

large animal includes a cow, goat, horse or sheep (including a miniature cow, miniature goat, miniature horse or miniature sheep), a deer, camel, llama, kangaroo, alpaca, pig, emu and ostrich;

miniature cow means a cow of the Miniature Hereford, Miniature Scottish Highland or Miniature Galloway breeds that does not exceed 1.2m in height when measured as an adult;

miniature goat means a goat of the Pygmy Goat, Nigerian Dwarf or Australian Miniature Goat breeds that is –

(a) classified as a miniature by the Miniature Goats Australia Association/Australian All Breeds of Miniature Goat and Sheep Society Incorporated; and

(b) does not exceed 0.65m in height when measured as an adult;

miniature horse means a horse that is –

(a) classified as miniature by the Miniature Horse Association of Australia; and

(b) does not exceed 0.87m in height when measured as an adult;

miniature sheep means a sheep of the Babydoll Southdown breed that is –

(a) classified as miniature by the Australian Stud Sheep Breeders Association; and

(b) does not exceed 0.62m in height when measured as an adult;

multiple dwelling means a dwelling in a group of more than one dwelling on a lot where any part of the plot ratio area of a dwelling is vertically above any part of the plot ratio area of any other but –

(a) does not include a grouped dwelling; and

(b) includes any dwellings above the ground floor in a mixed use development;

premises includes the following –

(c) land (whether or not vacant);

(d) the whole or part of a building or structure (whether of a permanent or temporary nature); and

(e) a vehicle;

prescribed offence has the meaning in clause 4.32;

public place means a thoroughfare or any other place to which the public has access, whether or not that place is on private property;

residential zone means any land zoned Residential under a local planning scheme;

resource zone means any land zoned Resource under a local planning scheme;

rural living zone means any land zoned Rural Living under a local planning scheme;

rural zone means any land zoned Rural under a local planning scheme;

sheep includes a lamb, ewe or ram; and

slaughter means to kill an animal for food.

(2) A term that is used in this Part and is not defined has the meaning in the LG Act.

Division 2 – Keeping of animals

4.2 Cleanliness

An owner or occupier of premises where an animal is kept must –

(a) keep the premises free from excrement, filth, food waste and all other matter which is or is likely to become offensive or injurious to health or to attract vermin;

(b) when so directed by an authorised person, clean and disinfect the premises; and

(c) take effective action to keep the premises, so far as possible, free from insects, pests or vermin.

4.3 Animals causing a nuisance

An owner or occupier of premises where an animal is kept must ensure that the keeping of the animal does not cause a nuisance.

4.4 Drainage

A person must not keep or permit to be kept any animal on premises which are not effectively drained or on premises where the drainage flows to a wall or foundation of any building.

4.5 Slaughter of animals

(1) Subject to subclause (2), a person must not slaughter any animal within the district.

(2) Subclause (1) does not apply where the slaughter of an animal is at premises approved for that purpose.

4.6 Disposal of deceased animals

(1) An owner or occupier of premises on which there is a deceased animal must immediately arrange for its removal and disposal at an approved disposal site.

(2) An owner, or a person having the care, of any animal that dies in a public place must immediately arrange for its removal and disposal at an approved disposal site.

Division 3 – Keeping of large animals

4.7 General restrictions

A person must not keep a large animal on any premises within the district unless it is kept –

(a) in accordance with this Division; or

(b) under and in accordance with a planning approval under the local government's local planning scheme.

4.8 Permitted large animals

(1) In this clause –

large animal –

(a) means a large animal kept for domestic purposes; and

(b) does not include a pig.

(2) A person may keep no more than 2 large animals on premises but only if –

(a) no other large animal is kept by anyone else on the premises;

(b) the premises are located in a resource zone, rural zone or rural living zone;

(c) there is a setback of at least 9m between where the large animals are kept and any adjoining dwelling, thoroughfare or public place; and

(d) the premises are fenced in a manner capable of confining each large animal to where it is kept.

(3) A person may keep on premises no more than 2 miniature cows, no more than 2 miniature goats, no more than 2 miniature horses, or no more than 2 miniature sheep, but only if –

(a) no other large animal is kept by anyone else on the premises;

(b) the premises are located in a residential zone, resource zone, rural zone or rural living zone;

(c) there is a setback of at least 9m between where the large animals are kept and any adjoining dwelling, thoroughfare or public place; and

(d) the premises are fenced in a manner capable of confining each large animal to where it is kept.

4.9 Proximity of animals to another premises

The owner or occupier of premises must ensure that a large animal kept on the premises does not approach within 10m of another premises.

Division 4 – Keeping of poultry and pigeons

4.10 Interpretation

In this Division –

Code of Practice means the *Code of practice for pigeon keeping and racing in Western Australia*, as adopted (with specified modifications) under regulation 6(2) of the *Animal Welfare (General) Regulations 2003*;

pigeon means bird of the species *columba livia* and includes homing pigeon, racing pigeon and dove;

poultry means any domestic fowl or chicken, bantam, duck, goose, guinea fowl, pheasant, turkey, pea fowl and other birds kept for the production of eggs or meat for domestic consumption; and

registered pigeon fancier means a current financial member of a recognised incorporated pigeon or pigeon fancier body.

4.11 General restrictions

A person must not keep poultry on any premises within the district unless it is kept –

(a) in accordance with this Division; or

(b) under and in accordance with a planning approval under the local government's local planning scheme.

4.12 Limits on numbers of poultry

(1) In this clause –

poultry means a poultry kept for domestic purposes.

(2) An owner or occupier of premises within the district must not, without a permit, keep more than the following poultry (including restrictions on the type of poultry) –

Lot size	**Maximum number of poultry**
Up to 600m^2	4 poultry (no ducks permitted)
601m^2 to 800m^2	6 poultry (no ducks permitted)
801m^2 to 1,000m^2	10 poultry (including a maximum of 2 ducks)
1,001m^2 to 5,000m^2	15 poultry (including ducks)

Over 5,001m^2	30 poultry (including ducks)

(3) Poultry may only be kept pursuant to subclause (2) where the premises is located in a residential zone, resource zone, rural zone, or rural living zone.

(4) An owner or occupier of premises located in a residential zone must not keep, or permit to be kept, a rooster, goose, turkey, peafowl or any other poultry that is likely to cause a nuisance.

(5) An owner or occupier of land on which is situated a grouped dwelling or multiple dwelling (except for land on which no more than 2 grouped dwellings are permitted) must not keep, or permit to be kept, any poultry.

4.13 Poultry keeping requirements

An owner or occupier of premises on which poultry are kept must ensure that –

(a) they are kept at all times in an enclosure that –

(i) is properly constructed and securely fastened; and

(ii) is kept and maintained in a clean and sanitary condition and in good repair;

(b) all feed for the poultry is stored in vermin proof containers; and

(c) the poultry do not cause a nuisance.

4.14 Limits on numbers of pigeons

(1) A person must not keep pigeons on any premises within the district otherwise than in accordance with this Division.

(2) Subject to subclause (3), an owner or occupier –

(a) of premises located in a residential zone, resource zone, rural zone or rural living zone - may, without a permit, keep no more than 20 pigeons on the premises; and

(b) of premises located in a resource zone, rural zone or rural living zone - may, with and in accordance with a permit, keep more than 20 pigeons on the premises, but only if the owner or occupier is a current financial member of a recognised incorporated racing pigeon body or is a registered pigeon fancier.

(3) Unless previously approved by the local government before this local law comes into operation, a person must not keep pigeons –

(a) within a caravan park;

(b) on any land that is less than 600m^2; or

(c) on any land on which is situated a grouped dwelling or multiple dwelling, except for land on which no more than 2 grouped dwellings are permitted.

4.15 Pigeon keeping requirements

An owner or occupier of premises on which pigeons are kept must ensure that –

(a) the pigeons are kept at all times in an enclosure that –

(i) is properly constructed in accordance with the construction requirements set out in the Code of Practice;

(ii) is securely fastened;

(iii) is set back at least 5m from adjoining dwellings and at least 9m from a thoroughfare or public place; and

(iv) is kept and maintained in a clean and sanitary condition and in good repair;

(b) all feed for the pigeons is stored in vermin proof containers;

(c) the pigeons do not cause a nuisance; and

(d) the pigeons are not exercised in a residential zone and, outside that zone, are exercised only during the hours set out in the Code of Practice.

4.16 Permit conditions – pigeons

(1) A permit is taken to have been issued subject to the conditions that the permit holder must ensure that –

(a) homing pigeons and/or racing pigeons are not released for exercise otherwise than between the hours set out in the Code of Practice;

(b) all other pigeons are confined continuously in cages, enclosures and lofts that are approved by an authorised person;

(c) all cages, enclosures, lofts and their immediate surrounds are kept clean and maintained in good order and condition at all times, with a minimum standard being adhered to being as specified in the Code of Practice; and

(d) all loft litter is disposed of by immediate burial or by being bagged and deposited in a household rubbish bin to ensure that no nuisance occurs.

(2) In addition to the conditions listed in subclause (1), the local government may issue a permit subject to any other conditions that it reasonably considers necessary and appropriate.

(3) A permit holder who does not comply with a condition of a permit commits an offence.

Division 5 – Bees

4.17 Interpretation

In this Division –

bee means a bee of the species *Apis mellifera*;

registered beekeeper has the in regulation 13 of the *Biosecurity and Agriculture Management (Identification and Movement of Stock and Apiaries) Regulations 2013*; and

bee hive means a movable or fixed structure, container or object which contains a bees nest and in which bees are kept.

4.18 Restrictions on keeping bees

(1) A person must not keep bees or bee hives, or permit bees or bee hives to be kept, on any premises within the district otherwise than in accordance with this Division.

(2) An owner or occupier of premises located in a residential zone, resource zone, rural zone or rural living zone may, without a permit, keep up to two bee hives on the premises.

4.19 Bee keeping requirements

An owner or occupier or premises on which bees or bee hives are kept must –

(a) unless exempted, be a registered beekeeper;

(b) keep the bees and bee hives in accordance with the *Western Australian Apiarists' Society Best-Practice Guidelines for Urban Beekeepers*;

(c) provide a good and sufficient water supply on the premises which is readily accessible by the bees;

(d) ensure that the bee hives are set back at least 5m from adjoining dwellings and at least 9m from a thoroughfare or public place;

(e) ensure that bee flight paths do not affect adjoining premises; and

(f) not keep, or allow to be kept, or permit to remain, bees or bee hives, or both, on premises so as to cause a nuisance.

Division 6 – *Miscellaneous*

4.20 Offence to fail to remove excrement

A person liable for the control of a horse and who fails to immediately remove any excrement deposited by that horse on –

(a) any thoroughfare, path or other public place; or

(b) any land which is not a public place other than with the consent of the occupier,

commits an offence.

Division 7 – Permits

4.21 Application for permit

(1) A person who is required to obtain a permit under Part 4 of this local law must apply for the permit in accordance with subclause (2).

(2) An application for a permit must –

(a) be made in the form determined by the CEO and lodged with the local government;

(b) be made and signed by the occupier of the premises where the poultry, pigeons or bee hives are to be kept;

(c) describe and specify, as the case may require –

(i) the type and number or poultry or pigeons to be kept on the premises; or

(ii) the number of bee hives to be kept on the premises;

(d) include the reasons and justification for keeping the additional poultry, pigeons or beehives;

(e) if the occupier is not the owner of the premises to which the application relates - be accompanied by the written consent in writing of the owner of the premises;

(f) include any other information required by the form; and

(g) be accompanied by the application fee for a permit.

(3) Before determining an application, the local government may request the applicant –

(a) to consult with those nearby owners and/or occupiers who are specified in the request;

(b) to advise those nearby owners and/or occupiers that they may, within 14 days of receiving that advice, make submissions to the local government on the application for a permit; and/or

(c) within a specified time of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(4) The local government may refuse to consider an application that is not in accordance with subclause (2) or if the applicant does not comply with a request under subclause (3) within the prescribed time.

(5) A person must not make a false or misleading statement in connection with an application in respect of a permit.

4.22 Determining an application

(1) In determining an application for a permit, the local government may have regard to –

(a) the reasons and justification provided in the application;

(b) the physical suitability of the premises;

(c) the environmental sensitivity and general nature of the location surrounding the premises;

(d) the likelihood of the poultry, pigeons or bee hives causing a nuisance, inconvenience or annoyance to an occupier of adjoining premises;

(e) any submission received under clause 4.21(3)(b) within the time specified; and

(f) any other factor the local government considers relevant in the circumstances of the particular application.

(2) The local government may –

(a) approve the application unconditionally or subject to conditions; or

(b) refuse to approve the application.

(3) A decision under subclause (2) must be made within 90 days of the applicant satisfying the requirements of clause 4.21(2) and any request made under clause 4.21(3).

(4) If a decision under subclause (2) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 4.21(2)(g) is to be refunded to the applicant.

(5) If the local government approves an application, it must give the applicant a permit in the form determined by the CEO.

(6) If the local government refuses to approve an application, it must give the applicant written notice of its decision and of the reasons for its decision.

4.23 Compliance with and variation of conditions

(1) Where a permit is issued subject to conditions, the permit holder must comply with each of the conditions.

(2) The local government may, at any time, amend a condition of a permit and the amended condition takes effect –

(a) 14 days after written notice of it is given to the permit holder; or

(b) if a later date is specified in the written notice, on the later date.

(3) A permit holder who does not comply with a condition of the permit commits an offence.

4.24 Duration of a permit

(1) Unless otherwise specified as a condition of the permit, a permit commences on the date of issue until the earlier of –

(a) the expiry date, if any, specified in the permit;

(b) the date that the permit holder ceases to reside at the premises to which the permit relates; or

(c) the date that the permit is revoked.

(2) If a permit ceases to be valid as a result of an event listed in subclause (1)(b), the permit holder must notify the local government in writing within 7 days of the event occurring.

4.25 Permit not transferable

A permit is not transferrable either in relation to the permit holder or the premises to which the permit relates.

4.26 Revoking a permit

(1) The local government may, by written notice to the permit holder, revoke a permit if the permit holder has not complied with a provision of this local law or a condition of the permit.

(2) If the local government decides to revoke a permit under subclause (1), it must give to the permit holder written notice of its decision and of the reasons for its decision.

(3) A revocation under subclause (1) takes effect –

(a) 14 days after the written notice under subclause (2) is given to the permit holder; or

(b) if a later date is specified in the written notice, on the later date.

(4) If a permit is revoked, no part of the fee paid for the permit is refundable.

Division 8 – Objection and review

4.27 Objection and review rights

Division 1 of Part 9 of the LG Act and regulation 33 of the F&G Regulations apply to a decision of the local government –

(a) to refuse to grant a permit under clause 4.22(2)(b);

(b) to impose or amend the conditions of a permit under clauses 4.16, 4.22(2)(a) and 4.23(2); or

(c) to revoke a permit under clause 4.26.

Division 9 – Enforcement

4.28 Legal proceedings and evidence

Provisions relating to legal proceedings and evidence are contained in Subdivisions 3 and 4 of Division 2 of Part 9 of the LG Act.

4.29 Notice requiring removal of bees

(1) If the local government is satisfied that bees kept on premises are likely to endanger the safety of any person or create a serious public nuisance, the local government may give the owner or occupier of the premises a written notice requiring the owner or occupier, within the time specified in the notice, to remove the bees.

(2) A person to whom a notice is given under subclause (1) must comply with the requirements of the notice within the time specified in the notice.

4.30 Local government undertaking work required by a notice

(1) If a person fails to comply with a notice given under clause 4.29, the local government may, subject to compliance with the requirements of Subdivision 3 of Division 3 of Part 3 of the LG Act, do anything that the local government considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

(2) The local government may recover the cost of anything it does under subclause (1) as a debt due from the person who failed to comply with the notice.

4.31 Offences and general penalty

(1) A person who –

(a) fails to do anything required or directed to be done under this Part;

(b) fails to comply with a notice issued to the person under this Part; or

(c) does an act or omits to do an act contrary to this Part,

commits an offence.

(2) A person who commits an offence under this Part is liable, on conviction –

(a) to a penalty not exceeding $10,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

4.32 Prescribed offences and modified penalties

(1) An offence against a clause specified in Part 3 of Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the LG Act.

(2) In accordance with section 9.16 of the LG Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 9.17 of the LG Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the LG Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(4) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Part 3 of Schedule 1 –

(a) in the case of a first offence the modified penalty will be that prescribed in column 4 of Part 3 of Schedule 1; and

(b) in the case of a subsequent offence the modified penalty will be that prescribed in column 5 of Part 3 of Schedule 1.

(5) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the Act.

4.33 Form of infringement notices

(1) The form of an infringement notice that may be given under section 9.16 of the LG Act for a prescribed offence is the form set out in Form 2 in Schedule 1 of the F&G Regulations.

(2) The form of a notice that may be given under section 9.20 of the LG Act to withdraw an infringement notice is the form set out in Form 3 in Schedule 1 of the F&G Regulations.

Schedule 1 - Prescribed offences

Part 1 – Dogs

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
1.	2.5(3)	Failure to comply with a direction	$250	$500
2.	2.26	Failure to remove excrement	$250	$500
3.	2.27	Providing false or misleading statement in connection with an application	$250	$500

Part 2 – Cats

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
1.	3.2	Allowing a cat to cause a nuisance	$250	$500
2.	3.3	Failure to prevent a cat from being in a cat prohibited area	$250	$500
3.	3.5(4)	Keeping more than 3 cats without a permit	$250	$500
4.	3.9(4)	Failure to comply with a condition of a permit	$250	$500
5.	3.10(2)	Failure to notify of an event in clause 3.10(1)	$250	$500
6.	3.14	Operating a cattery without a licence	$500	$750
7.	3.20(4)	Failure to comply with a licence condition	$250	$500
8.	3.25	Providing false or misleading statement in connection with an application	$250	$500
9.		Each other offence not specified	$250	$500

Part 3 – Other animals

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
1.	4.2	Failure to comply with cleanliness requirements	$250	$500
2.	4.3	Permitting an animal to cause a nuisance	$250	$500
3.	4.4	Failure to comply with drainage requirements	$250	$500
4.	4.5(1)	Unauthorised slaughter of an animal	$250	$500
5.	4.6	Failure to remove and dispose of a dead animal	$250	$500
6.	4.7	Unauthorised keeping of a large animal	$250	$500
7.	4.9	Failure to prevent large animal from approaching other premises	$250	$500
8.	4.12	Unauthorised keeping of poultry	$250	$500
9.	4.13	Failure to comply with poultry keeping requirements	$250	$500
10.	4.14	Unauthorised keeping of pigeons	$250	$500
11.	4.15	Failure to comply with pigeon keeping requirements	$250	$500
12.	4.16(3)	Failure to comply with specified permit conditions for pigeons	$250	$500
13.	4.18	Unauthorised keeping of bees	$250	$500

14.	4.19	Failure to comply with bee or bee hive keeping requirements	$250	$500
15.	4.19(f)	Failure to prevent bees causing a nuisance	$250	$500
16.	4.20	Failure to remove excrement	$250	$500
17.	4.21(5)	Providing false or misleading statement in connection with a permit application	$250	$500
18.	4.23(3)	Failure to comply with a condition of the permit	$250	$500
19.		Each other offence not specified	$250	$500

_____

Schedule 2 - Application to keep more than 2 dogs over the age of 3 months

[Clause 2.8]

No exemption will be granted for dangerous dogs (declared) or dangerous dogs (restricted breed).

Full name: .....

Postal address: .....

Telephone number(s): .....

E-mail address: .....

Address of premises at which dogs are to be kept (if different to above): .....

.....

Are you the owner or occupier of this premises?: …….

Details of additional dogs proposed to be kept at the premises (note that 2 dogs over the age of 3 months are permitted to be kept without this exemption) –

Dog	Breed (including mixed)	Gender	Sterilised Y/N	Colour	Age at the date of this application	Microchip number	Dog's name
1							
2							
3							
4							

Please provide your reasons and justification for the request:
……
……
……

Attached is:

- Written consent of the owner (if the applicant is not the owner of the premises)

Notes –

(1) Under this local law, 1 or 2 dogs over the age of 3 months, and any pups of that dog or those dogs under the age of 3 months, may be kept at any premises.

(2) No more than 6 dogs in total over the age of 3 months may be kept at the premises.

(3) Pups under the age of 3 months that are the offspring of a dog covered by the exemption may be kept until they reach the age of 3 months.

(4) If granted, an exemption to clause 2.7 of this local law applies only to the dogs and premises specified in this application – unless a different number of dogs is specified in the exemption.

(5) All adult dogs kept at the premises must be microchipped and registered with the City of Cockburn.

(6) A person who is aggrieved by the conditions imposed in relation to an exemption or by the refusal to grant an exemption or by the revocation of an exemption, may apply to the State Administrative Tribunal for a review of the decision under section 26(5) of the *Dog Act 1976*.

I/We declare that the premises listed above are suitable for the number of dogs proposed to be kept there, that an adequate fence is in place to confine the dogs to the property, and that I/we will make all reasonable endeavours to ensure that the dogs do not cause a nuisance.

Signature of applicant(s): ..... Date .....

OFFICE USE ONLY

Approved Yes/No

Conditions (if applicable) .....

.....

If not approved, provide reason(s) .....

Title of authorised officer making this decision ..... Date .....

Signature of authorised officer ..... Name.....

Applicant advised (date) .....

Application fee paid on (insert date) .....

_____

Schedule 3 - Application for an approved dog kennel establishment licence

[Clause 2.16]

Full name: .....

Postal address: .....

Telephone number: .....

E-mail address: .....

Address of premises for which licence for approved kennel establishment is sought (if different from above) .....

For (number of dogs) .....

*A (insert name of person) .....will be residing at

the premises on and from .....(insert date)

Or

*B (insert name of person) ..... will be residing (sufficiently close to the premises so as to control the dogs and ensure their health and welfare) at:

.....insert address of residence)

on and from ..... (insert date).

* delete where inapplicable.

Attached are –

(a) details of the number of dogs proposed to be kept on the premises;

(b) a site plan of the premises showing the location of the kennels and yards and all other buildings and structures and fences;

(c) plans and specifications of the kennel establishment;

(d) a copy of the notice of proposed use to appear in newspaper (if required);

(e) a copy of notice of the proposed use to be given to adjoining premises (if required);

(f) written evidence that a person will reside –

(i) at the premises; or

(ii) sufficiently close to the premises so as to control the dogs and ensure their health and welfare;

(g) if the person in paragraph (f) is not the applicant, written evidence that a person will be in charge of the dogs;

(h) a report of an acoustic consultant verifying that the various plant, machinery and operational noise levels, including noise from dogs, would comply with the

requirements of the *Environmental Protection (Noise) Regulations 1997* or their equivalent in force from time to time;

(i) a copy of the planning approval granted by the local government under its local planning scheme in respect of the kennel establishment.

I confirm that I have read and agree to comply with the *Standards and Guidelines for the Health and Welfare of Dogs in Western Australia* published by the Western Australian Government in regard to the keeping of dogs at the proposed kennel establishment.

Signature of applicant(s): ..... Date .....

Notes –

(1) A licence, if issued, will have effect for a period of 12 months (under section 27(5) of the *Dog Act 1976*) unless it is cancelled;

(2) A person who is aggrieved by the conditions imposed in relation to a licence or by the refusal to grant a licence or by the revocation of a licence or by the refusal to approve the transfer of a licence, may apply to the State Administrative Tribunal for a review of the decision.

OFFICE USE ONLY

Approved Yes/No

Conditions (if applicable) .....

.....

If not approved, provide reason(s) .....

Title of authorised officer making this decision ..... Date .....

Signature of authorised officer ..... Name.....

Applicant advised (date) .....

Application fee paid on (insert date) .....

_____

Schedule 4 - Application to keep more than 3 cats over the age of 6 months

[Clause 3.6]

Full name: .....

Postal address: .....

Telephone number(s): .....

E-mail address: .....

Address of premises at which cats are to be kept (if different to above): .....

.....

Are you the owner or occupier of this premises?: ……

Details of additional cats proposed to be kept at the premises (note that cats under the age of 6 months are permitted to be kept without a permit) –

Cat	Breed (including mixed)	Gender	Sterilised Y/N	Colour	Age at the date of this application	Microchip number	Cat's name
1							
2							
3							

Please provide your reasons and justification for the request:
……
……
……

Attached is:

- Written consent of the owner (if the applicant is not the owner of the premises)

Notes –

(1) Under the *Cat Act 2011*, cats under the age of 6 months may be kept without a permit.

(2) If granted, a permit applies only to the cats and premises specified in this application – unless a different number of cats is specified in the permit.

(3) All cats over the age of 6 months kept at the premises must be sterilised, microchipped and registered with the City of Cockburn.

(4) A person who is aggrieved by the conditions imposed in relation to a permit or by the refusal to grant a permit or by the revocation of a permit, may apply to the State Administrative Tribunal for a review of the decision under Part 9 of the *Local Government Act 1995.*

I/We declare that the premises listed above are suitable for the number of cats proposed to be kept there, and that I/we will make all reasonable endeavours to ensure that the cats do not cause a nuisance.

Signature of applicant(s): ..... Date .....

OFFICE USE ONLY

Approved Yes/No

Conditions (if applicable) .....

.....

If not approved, provide reason(s) .....

Title of authorised officer making this decision ..... Date .....

Signature of authorised officer ..... Name.....

Applicant advised (date) .....

Application fee paid on (insert date) .....

_____

Schedule 5 - Application for a cattery license

[Clause 3.15]

Full name: .....

Postal address: .....

Telephone number: .....

E-mail address: .....

Address of premises for which licence for cattery is sought (if different from above) .....

For (number of cats) .....

*A (insert name of person) .....will be residing at

the premises on and from .....(insert date)

Or

*B (insert name of person) ..... will be residing (sufficiently close to the premises so as to control the cats and ensure their health and welfare) at:

.....insert address of residence)

on and from ..... (insert date).

* delete where inapplicable.

Attached are –

(a) details of the number of cats proposed to be kept at the premises;

(b) a site plan of the premises showing the location of the cat enclosures and all other buildings and structures and fences;

(c) plans and specifications of the cattery;

(d) a copy of the notice of proposed use to appear in newspaper (if required);

(e) a copy of notice of the proposed use to be given to adjoining premises (if required);

(f) written evidence that a person will reside –

(i) at the premises; or

(ii) sufficiently close to the premises so as to control the cats and ensure their health and welfare;

(g) if the person in paragraph (f) is not the applicant, written evidence that a person will be in charge of the cats; and

(h) a copy of the planning approval granted by the local government under its local planning scheme in respect of the cattery.

I confirm that I agree to comply with any code of practice published by the Western Australian Government in regard to the keeping of cats at the proposed cattery.

Signature of applicant(s): ..... Date .....

Notes –

(1) A licence, if issued, will have effect for the period of time specified on the licence, unless it is cancelled;

(2) A person who is aggrieved by the conditions imposed in relation to a licence or by the refusal to grant a licence or by the revocation of a licence or by the refusal to approve the transfer of a licence, may apply to the State Administrative Tribunal for a review of the decision under Part 9 of the *Local Government Act 1995.*

OFFICE USE ONLY

Approved Yes/No

Conditions (if applicable) .....

.....

If not approved, provide reason(s) .....

Title of authorised officer making this decision ..... Date .....

Signature of authorised officer ..... Name.....

Applicant advised (date) .....

Application fee paid on (insert date) .....

_____

Schedule 6 - Cat prohibited areas

Item No.	Common Name	Address	Reserve Number/s
1	Apara Reserve	38583R Apara Court SOUTH LAKE	38583
2	Aquamarine Reserve	105 Aquamarine Parade TREEBY	53831
3		47 Aquamarine Parade TREEBY	53481
4	Azure Reserve	1 Azure Terrace LAKE COOGEE	53805
5	Baler Reserve	48716R Baler Court HAMMOND PARK	48716
6	Banbar Park	48161R Astroloma Drive SUCCESS	48161
7	Bandicoot Reserve	401 Berrigan Drive JANDAKOT	42343
8	Banksia Eucalypt Woodland Reserve	48078R Cape Le Grand Avenue AUBIN GROVE	48078
9	Barfield Reserve	48736R Barfield Road HAMMOND PARK	48736
10	Beeliar Reserve	33 Lakefront Avenue BEELIAR	45286
11	Bibra Lake Reserve	506L Hope Road BIBRA LAKE	46787
12		6208R Hope Road BIBRA LAKE	6208
13	Bindjar Reserve	8000L Riverina Parade LAKE COOGEE	48213
14	Bloodwood Reserve	332L Bloodwood Circle SOUTH LAKE	41039
15	Boodjar Mooliny Reserve	42980R Musulin Rise LAKE COOGEE	42980
16		48547R Gumina Place LAKE COOGEE	48547
17		48546R Kotisina Gardens LAKE COOGEE	48546
18		9501L Mayor Road LAKE COOGEE	51185
19	Boorn Reserve	25L Progress Drive BIBRA LAKE	51121
20	Boronia Park	4004L Caterpillar Road SUCCESS	48692
21	Bosworth Reserve	36588R Harper Road BANJUP	36588
22	Brandwood Reserve	64 Casserly Drive LEEMING	41193
23	Buckingham Reserve	39358R Gibbs Road BANJUP	39358
24		44348R Coffey Road BANJUP	44348
25	Bushland Park	21 Southwell Crescent HAMILTON HILL	N/A
26	Chaplin Park	16 Chaplin Road SUCCESS	52708
27	Christmas Tree Park	47163R Serenity Parkway HAMMOND PARK	47163
28	Classon Park	25 Casserly Drive LEEMING	40548
29	Clementine Park	6 Clementine Boulevard TREEBY	52927
30		6 Clementine Boulevard TREEBY	52833
31		6 Clementine Boulevard TREEBY	53280
32	Cocos Park	88 Cocos Drive BIBRA LAKE	45113
33	Coogee Beach Reserve	4 Powell Road COOGEE	24306
34		502L Cockburn Road COOGEE	54359
35	Coojong Park	49384R Modong Nook SUCCESS	49384
36		49384R Coojong Link SUCCESS	49384
37	Cooper Reserve	45447R Cooper Road COCKBURN CENTRAL	45447
38	Corsia Park	41 Corsia Crescent HAMMOND PARK	53698
39	C.Y. O'Connor Reserve	24787R McTaggart Cove NORTH COOGEE	24787
40	Denis De Young Reserve	41 Oxley Road BANJUP	33002
41		31653R Gibbs Road BANJUP	31653
42	Djidi Djidi Reserve	27L Progress Drive BIBRA LAKE	51121
43	Doherty Reserve	30989R Doherty Road COOLBELLUP	30989
44	Eco Park	32 Aurora Drive ATWELL	48368
45	Emma Treeby Reserve	66 Murdoch Way BANJUP	37816
46	Frankland Park	250 Frankland Avenue HAMMOND PARK	27057
47	Fred and Emily Smith Park	5 Marwood Circuit SUCCESS	51979
48	Freshwater Reserve	1 Paradise Grove ATWELL	44932
49	Gaebler Park	149 Gaebler Road AUBIN GROVE	50801
50	Genoa Park	5 Genoa Parkway HAMMOND PARK	52421

51	Gibbs Park	28 Gibbs Road AUBIN GROVE	51136
52	Gil Chalwell Reserve	62 Boronia Road BANJUP	40983
53	Guava Reserve	1 Guava Way TREEBY	53786
54	Heatherlea Reserve	37 Heatherlea Parkway LEEMING	42378
55	Holdsworth Reserve	24484R Mortimer Street WATTLEUP	24484
56	Ingrilli Park	21 Ingrilli Court LAKE COOGEE	50534
57	Jamy Park	16 Jamy Place HAMILTON HILL	N/A
58	Jubilee Park	5 Jubilee Avenue SUCCESS	53183
59		5 Jubilee Avenue SUCCESS	53184
60	Karda Park	21 Karda Way HAMILTON HILL	54222
61	Katsura Reserve	10 Katsura Gardens LAKE COOGEE	48791
62	Kraemer Reserve	36412R Bartram Road BANJUP	36412
63	Kurrajong Park	47241R Kurrajong Approach ATWELL	47241
64	Lake Coogee Reserve	30861R Fawcett Road LAKE COOGEE	30861
65		19 McGrath Road HENDERSON	51415
66	L'Aquila Park	10 L'Aquila Circle BEELIAR	49872
67	Levi Park	97 Plover Drive YANGEBUP	39774
68	Little Rush Lake Reserve	39839R Grassbird Loop YANGEBUP	39839
69	Lukin Swamp Reserve	50617R Merrit Loop JANDAKOT	50617
70	Macrozamia Park	1 Randazzo Way YANGEBUP	48352
71	Manning Park Reserve	2 Azelia Road HAMILTON HILL	26870
72	Market Garden Park	22227R Garden Road SPEARWOOD	22227
73	Marshwood Park	3 Paddington Court BIBRA LAKE	43662
74	Mather Reserve	36599R Bartram Road BANJUP	36599
75	McGrath Park	26 McGrath Road HENDERSON	51316
76	McNeil Field	44789R Mayor Road COOGEE	44789
77	Meve Park	109L Spearwood Avenue BEELIAR	51113
78	Mohan Park	50075R Mohan Loop HAMMOND PARK	50075
79	Montclair Park	8004L Montclair Crescent SUCCESS	54123
80	Monticola Park	21 Monticola Gardens AUBIN GROVE	50916
81	Nola Waters Reserve	10 Beedelup Loop BIBRA LAKE	46392
82	Omodeo Park	15 Omodeo Vista HAMMOND PARK	53980
83	Owgen Reserve	45017R Nasturtium Gardens BEELIAR	45017
84	Parco Park	2 Parco Glade HAMMOND PARK	52420
85	Redemptora Reserve	41214R Redemptora Road HENDERSON	41214
86	Roper Reserve	47976R Roper Boulevard HAMMOND PARK	47976
87	Rose Shanks Reserve	870 Warton Road TREEBY	1820
88		886 Warton Road TREEBY	8129
89	Russel Road South Powerline Bushland	70 Baler Court HAMMOND PARK	N/A
90	Santorini Park	50 Santorini Boulevard COOGEE	52205
91	Sherbrooke Reserve	60 Deller Drive BIBRA LAKE	42608
92	Shoreline Park	7 Shoreline Gardens YANGEBUP	48568
93	Skaife Park	26750R Holmes Road MUNSTER	26750
94	Success Reserve Bushland	359 Hammond Road SUCCESS	7756
95	Triandra Reserve	47651R Triandra Court BANJUP	47651
96		48671R Stromboli Way BANJUP	48671
97	Twin Bartram Park	212 Wentworth Parade SUCCESS	51980
8	Ulidia Park	27 Gardiner Avenue HENDERSON	51316
99	Verde Reserve	95 Verde Drive JANDAKOT	47577
100	Warthwyke Park	1 Magnolia Gardens YANGEBUP	40263
101	Westwood Park	20 Westwood Crescent HAMMOND PARK	53418
102	Whadjuk Park	34 Whadjuk Drive HAMMOND PARK	53692
103	Yaakan Park	800L Gwilliam Drive BIBRA LAKE	53696
104		508L Progress Drive BIBRA LAKE	46787

105		27488R Progress Drive NORTH LAKE	27488
106	Yandi Park	15 Midgegooroo Avenue COCKBURN CENTRAL	52980
107	Yandjet Park	342 Yangebup Road YANGEBUP	53369
108	Yangebup Lake Reserve	49078R Tamara Drive COCKBURN CENTRAL	49078
109		48313R Beeliar Drive BEELIAR	48313

Dated this of 2026.

The Common Seal of the City of Cockburn was affixed by authority of a resolution of the Council in the presence of –

……
LOGAN K HOWLETT
MAYOR

……
DANIEL SIMMS
CHIEF EXECUTIVE OFFICER

15.1.12 Proposed New City of Cockburn Public Places Local Law 2026

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	1. Proposed City of Cockburn Public Places Local Law 2026 ⇩

Officer Recommendation/Committee Recommendation
The Committee recommends Council:

(1) PROPOSES to make the City of Cockburn Public Places Local Law 2026 with the following purpose and effect:
   1. the purpose of the proposed local law is to regulate and control the activities and behaviour permitted on local government property and thoroughfares, or which may detrimentally impact local government property and thoroughfares; and
   2. the effect of the proposed local law is that some activities are restricted or prohibited on local government property and thoroughfares, and some activities are only permitted by a permit or under a determination, and some private activities are regulated.

(2) AUTHORISES the CEO to commence the procedure under section 3.12 of the Local Government Act 1995 (the Act) to make the City of Cockburn Public Places Local Law 2026 by:
   1. giving local public notice and inviting public submissions in accordance with section 3.12(3)(a) of the Act;
   2. giving a copy of the local public notice and the City of Cockburn Public Places Local Law 2026 to the Departmental CEO of the Department of Local Government, in accordance with section 3.12(3)(b) of the Act; and
   3. after the last day of submissions, preparing and presenting a report for Council to consider and determine whether to make the City of Cockburn Public Places Local Law 2026, in accordance with section 3.12(4) of the Act.

Background

At the 8 July 2025 Ordinary Meeting of Council, Council received and noted an update and project plan for the review of the City of Cockburn local laws. This follows a protracted local law review process, which originally commenced in 2022.

This update and project plan informed Council that the City was progressing with the local law review, and that external legal advisors had been engaged to draft a new suite of local laws, which would be workshopped with Elected Members in July and subsequently presented to the November 2025 Governance Committee meeting for consideration and referral to Council for approval to commence the lawmaking process.

In accordance with the local law project plan, City officers presented a suite of new proposed local laws to Council at an Elected Member Briefing Session in September, which included a new proposed Public Places Local Law.

Elected Members were also informed at this same Elected Member Briefing Session that the City intended to repeal the City of Cockburn Jetties, Waterways and Marina Local Law 2012, and absorb this in the new proposed Public Places Local Law.

This report presents the proposed City of Cockburn Public Places Local Law 2026 to Council for the purposes of commencing the lawmaking process under section 3.16, which involves a six-week public comment period as well as seeking feedback from the Department of Local Government, before bringing back to Council a report on any submissions as well as the final proposed City of Cockburn Public Places Local Law 2026 for adoption by Council.

Submission

N/A

Report

The control and management of activities and behaviour on local government property and thoroughfares is currently controlled by Parts III, VI, VII, VIII, IX, XI, City of the City Cockburn (Local Government Act 1995) Local Laws 2000 (the Consolidated Local Law), which was adopted by Council on 15 August 2000. Since then, this local law has been amended 13 times, in 2001, 2002, 2003, 2004, 2005, 2008, 2010, 2011, 2012, 2013, 2017 and 2020.

Further, the control and management of jetties, waterways and marinas is currently regulated by the City of Cockburn Jetties, Waterways and Marina Local Law 2012, which was adopted by Council on 9 April 2009. Since then, it has been amended once, in 2012.

To review the activities and behaviour that should be permitted or regulated on local government property and thoroughfares, the City’s governance/legal reviewed the current WALGA public places and thoroughfares local law templates, as well as recent examples of public places and thoroughfares local laws from other comparable local governments.

To review the current Jetties, Waterways and Marina Local Law, the draft coastal, waterways and marina local law from 2023 (the 2023 draft) was emailed to the City’s Marina and Rangers teams, seeking feedback.

Council had commenced the local law process on the 2023 draft in 2023, pursuant to a Council resolution at the 9 November 2023 Ordinary Meeting of Council. The City undertook the mandatory 6-week community consultation process in early 2024. No community submissions are recorded.

The 2023 draft was also sent to the Department of Local Government (DLG), as required by section 3.12 of the Local Government Act 1995 (the Act). The DLG made a number of suggestions, which have been previously reported to Council, and which have been addressed in the drafting of the City of Cockburn Public Places Local Law 2026.

No further action was taken in respect of the 2023 draft. Given the length of time since the lawmaking process commenced, it is likely that the process would need to be re-started as it has not proceeded "with all necessary and convenient speed", as required by the Interpretation Act 1984.

As such, fresh consideration was given on what was required in a new Jetties, Waterways and Marina Local Law. As part of this process, the City decided it would be more effective and efficient to incorporate the requirements of this local law in the proposed new Public Places Local Law, consistent with the how these topics are approached at most other local governments in WA.

In respect of both the activities and behaviour that should be permitted or regulated on or in local government property, thoroughfares, waterways and marinas, serious regard was had to the principles of right-tough regulation, which recognises that regulation should be:

- effective in addressing the harm/risk/problem the local law is directed to
- cost effective – regulation comes with both a compliance burden for those subject to it as well as for the local government to administer and enforce it
- proportionate to the harm/risk/problem the local law is directed to
- flexible to accommodate changes in external factors – such as technology and community views
- consistent and streamlined across all levels of government to avoid unnecessary overlap and duplication
- clear and easily understood by the community
- appropriately administered and implemented
- regularly reviewed to ensure it is still appropriate and effective.

This review informed drafting instructions for the external legal advisors, who prepared a new Public Places Local Law.

This draft was sent to a working group comprising of staff from the City's public health, rangers, community safety, planning, environment, parks, property, development compliance, economic development, marina, community venues, infrastructure assets, projects, traffic, and Cockburn ARC teams for comment and feedback. The proposed City of Cockburn Public Places Local Law 2026 bears little resemblance to the Parts it is replacing in the Consolidated Local Law. The Consolidated Local Law is extremely old and out-of-date, and is not aligned with the WALGA templates or best practice. It also purports to regulate a number of matters which are the subject of State legislation, examples beings dog exercise areas and graffiti. It also attempts to regulate matters that are not properly the concern or responsibility of local government, for example - public decency.

In summary, key changes when comparing the proposed City of Cockburn Public Places Local Law 2026 to Parts III, VI, VII, VIII, IX, XI of the Consolidated Local Law, as well as the City of Cockburn Jetties, Waterways and Marina Local Law 2012, are:

Local government property

- introduction of a broader determination power when it comes to activities or behaviours that may be permitted or prohibited on local government property. This allows the City to determine these matters by resolution rather than by including it in a local law. A list of proposed determinations to be made via the local law are found in Schedule 1. These can be amended by Council resolution
- removal of all clauses to deal with public decency – such as the prohibitions on indecent language; spitting, entering, looking or loitering inside toilets of the opposite sex; and undressing/not being properly clad in public view. The City considers these are not matters that should be regulated by local government
- removal of clauses to do with breaking glass or leaving litter or rubbish on local government property – as this is already prohibited by the Litter Act 1979
- removal of clauses to do with consumption of liquor or drugs, or being under the influence of liquor of drugs, or bringing liquor onto local government property – as this is already the subject of State legislation and is properly a police matter
- removal of the clause prohibiting begging – this is no longer criminalised in WA and so is inconsistent with State legislation
- removal of clauses dealing with camping – as this is regulated by the Caravan and Camping Grounds Act 1995
- removal of clause to do with impounding bathing appliances – the City has received advice this clause is likely beyond the power of the City as it infringes principles in the Local Government Act 1995.

Marine

- removal of clause prohibiting gidgees and spear guns – this is now dealt with as a determination in Schedule 2;
- removing specific prohibitions on nuisances – as this is covered by the general prohibition on behaviour interfering with others;
- removal of clause dealing with polluting a waterway – as this is already prohibited by the Litter Act 1979;
- simplification of clause dealing with anti-fouling paint – now it simply specifies that vessels painted with tributyltin are prohibited;
- removal of clause stating a vessel must not enter a waterway if it exceeds the size limit – this will be dealt with by a determination;
- amendment of the clause to do with inspection of mooring lines to simply provide that they must be replaced on direction of an authorised person;
- removal of clause to do with electrical power supply to moored vessels needing to comply with the Australian Standards. Electrical safety requirements and standards already provide for this.
- removal of the clause prohibiting moorings to cause a nuisance - as this is covered by the general prohibition on behaviour interfering with others;

- introduction of standard clauses to do with beaches and foreshores found in the WALGA model templates. These provide certain powers to surf life saving members (with the authority of the City to prevail);
- removal of clause prohibiting vehicles and bicycles on jetties – the proposed local law already regulates this via a determination in Schedule 2;
- removal of clause dealing with nuisances on public jetties or bridges – this is already covered by the general prohibitions and activities requiring permission found in Part 4 of the proposed local law, as well as the general clause diving the City the power to regulate activities on jetties.
- removal of clause dealing with material not to be removed – this is already covered by the general clause prohibiting behaviour detrimental to property;
- removal of the clause prohibiting damage to a public jetty or bridge – this is already covered by the general clause prohibiting behaviour detrimental to property;
- re-writing of the obstruction to public jetty or bridge clauses to split them into separate clauses;
- removal of clause dealing with littering on a public jetty or bridge – as this is already prohibited by the Litter Act 1979;
- removal of the miscellaneous provisions clause – as the majority of these acts or behaviours are already covered by the general prohibitions/activities requiring permission found in Part 4;
- removal of clause prohibiting nuisances from private jetties – the activities regulated in this clause are already covered by the City's planning scheme, Environmental Protection Regulations, as well as other provisions in the proposed local law;
- removal of clause dealing with mooring to a private jetty – these acts are sufficiently regulated by other clauses in the proposed local law. The City also does not wish to get involved in private disputes i.e., if someone moors their vessel to a private jetty;
- removal of clauses dealing with the design and construction of private jetties and mooring piles. These would already require planning and building approval. The City considers this sufficient regulation when it comes to initial construction. A clause has been inserted requiring that an owner or occupier maintain a private jetty to prevent it becoming unsightly, dangerous or dilapidated. The City considers this to be sufficient regulation is respect of ongoing obligations;
- re-writing of clause dealing with dry storage of vessels to simply provide that a vessel must not be drydocked between a jetty or rock revetment so as to compromise the integrity of a waterway edge wall;
- re-writing of clause to do with maintenance of waterway edge walls to simply provide that a person must maintain the wall so as to prevent it becoming unsightly, dangerous or dilapidated, and to require that a depression be maintained;
- removal of clause dealing with specific prohibitions in relation to pen holders. The City considers this controlled sufficiently by the license; and
- removal of clause dealing with costs of repair – this is already covered by the general clause prohibiting behaviour detrimental to property.

Thoroughfares/verges

- removal of clauses dealing with parking on verges/thoroughfares – as this is dealt with by the proposed Parking Local Law 2026;
- removal of clauses that specify max plant heights on thoroughfares and minimum distances between plants and carriageways. Instead, the City has introduced a clause providing that a plant must not obstruct sightlines. The City considers this more appropriate as it better addresses the underlying issue;
- removal of clause prohibiting the depositing of household rubbish and garden waste in public bins – as this is already provided for in the Waste Local Law 2020;
- removal of requirement for all verge gardens and associated infrastructure to be approved. Verge gardens are permitted with no further approval needed if they comply with the requirements specified in the local law. Only if they don't will permission need to be sought;
- removal of specific requirements regarding the construction of pipes laid under thoroughfares, as well as the construction of temporary crossings. General provisions in the local law prohibit damage to a thoroughfare or City assets. The City considers these provisions sufficient to protect the City's assets;
- introduction of a clause providing that a person who installs or maintains a verge treatment must maintain it, ensure that clear sight visibility is maintained for users of the thoroughfare, and that it does not cause an obstruction or cause damage to City infrastructure;
- introduction of a clause providing that the City is not liable to compensate or make good any damage caused to a verge treatment as a result of the exercise of the City's powers or functions;
- introduction of a clause requiring a person to obtain a permit for the construction of a temporary crossing, so as to protect the thoroughfare and City infrastructure, where there is building works that will result in vehicles leaving and entering a lot, and there is no crossing or an insufficient crossing which cannot handle the loads of the vehicles. The crossing must be maintained in good repair and condition for the duration of the works and not create a danger or obstruction to persons using a thoroughfare;
- introduction of a clause requiring an owner or occupier of a lot to remove any redundant crossings and reinstate any part of the thoroughfare or City infrastructure affected by the removal. The clause also introduces a power for the City to issue a notice where there is a redundant crossing and to reinstate the thoroughfare and any City infrastructure;
- removal of clause providing that a street number must not be misleading. The City considers this clause unnecessary. Further removal of clause providing power to the City to issue a notice for a breach of the street numbering clauses, do work itself to rectify the breach, and then recover costs. The City considers this clause is likely beyond the power of the City as it infringes principles in the Local Government Act 1995;
- introduction of a clause prohibiting driving on a closed thoroughfare without a permit, except in accordance with the Local Government Act 1995;
- introducing various notice powers to allow the City to issue notices to redirect or repair a sprinkler causing inconvenience/obstruction to persons, to remove garden hazards on throughfares, or rectify any breach of any clause dealing with activities on thoroughfares.

Public places

- introduction of a clause prohibiting animals, other than cats, from being in public places unless it is being led, ridden or driven, and further prohibiting animals with infectious or contagious diseases from being in public places, and further prohibiting the racing or training of animals in a public places;
- introduction of a clause prohibiting the leading, riding or driving of horses in public places unless with a permit or under the authority of a written law (or where Council has permitted horses to be in certain reserves – for example CY O'Connor Reserve);
- removal of requirement for all alfresco dining facilities to be approved. Alfresco dining is permitted with no further approval needed if it complies with the requirements specified in the local law. Only if it doesn't will permission need to be sought. Clauses relating to the application process for alfresco dining have also been aligned with the permit process in other local laws. Another clause has also been added imposing obligations on the permit holder to prevent smoking or vaping in alfresco dining areas; and
- amendment to the abandoned shopping trolley clauses to provide that these must always be dealt with by the relevant retailer. The City does not consider it should expend staff time and resources removing and impounding shopping trolleys. This is the responsibility of the retailers, who will have 24 hours to remove a trolley or be infringed.

Advertising signs

- complete rethink of advertising signs provisions. The current Consolidated Local Law regulates a number of types of sign which are now regulated by Local Planning Policy. It also imposes a number of obligations in respect of signs which are also now regulated by Local Planning Policy;
- the proposed clauses now regulate signage on thoroughfares only. They provide that some types of sign do not require approval if they meet the requirements specified in the local law. Examples of signs which may not require approval include:
    - portable direction signs
    - business advertising signs
    - home open or garage sale signs
    - election signs
- a clause has been included which provides that all signs erected on thoroughfares must not be:
    - on a footpath;
    - over a footpath where the resulting vertical clearance between a sign and a footpath is less than 2.5m;
    - on or within 2m of a carriageway;
    - in any other location where, in the opinion of an authorised person, the sign is likely to obstruct a line of sight along a throughfare or cause danger to a driver or other person using the thoroughfare; or
    - on any natural feature, including a rock or tree on a throughfare, or on a bridge or a structural approach to a bridge.

- a further clause has been included that provides that all signs erected without the need for a permit must (in addition to specific requirements for that particular type of sign):
  - be securely installed and not readily moveable by wind;
  - not be illuminated or incorporate reflected or fluorescent materials; and
  - be maintained in a good condition.
- a clause has been included providing that all signs placed on thoroughfares must be marked with the name of the owner, and then in the event a sign isn't so marked, that the person/business/organisation named on the sign is deemed to be the owner;
- a clause has been included in the Part 9 to do with the permit process that sets out example conditions that may be imposed on a permit for an sign. These may relate to:
  - the location, number, size, type, form or construction, of the advertisement or sign;
  - the days and hours during which the advertisement or sign might be placed, erected or displayed;
  - securing the sign in position in accordance with any requirements of the local government;
  - placing the sign so as not to obstruct or impede -
    - the reasonable use of a thoroughfare;
    - the vision of a driver of a vehicle entering or leaving a thoroughfare or crossing; or
    - access to a place by any person; and
  - the care and maintenance of the sign

Hawkers, stallholders and street traders

- complete re-think of these provisions. The requirements around hawkers, stallholders and street traders are now not contained in a separate Part but are instead incorporated into the 'activities requiring a permit' clauses in the 'activities on local government property' and 'activities in thoroughfares' Parts. The standard permit process provided for in Part 9 applies, which is a process standardised across all local laws;
- the relevant clauses now provide that a permit is required for a person to carry on any trading, set up a market, conduct a public event or function, undertake promotional activity, or conduct an entertainment event on any local government property or a thoroughfare;
- the proposed clauses do not require a person to hold third party vehicle insurance or workers compensation insurance – the latter is already required by law and the former is considered unnecessary;
- the proposed clauses do not require a person to, when selling goods by weight, carry or use scales tested and certified in accordance with the Weight and Measures Act 1915 – this Act is no longer in force and the current Federal Act already requires this;
- the proposed clauses no longer require an application for trading or to conduct a stall or market to be automatically denied if there is a permanent business selling

the same goods. This is now just a relevant consideration (of many) when determining whether to issue the permit;

- the proposed clauses remove the following obligations in respect of street performers:
  - decent dress
  - selling of goods related to their performance
  - soliciting donations in respect of the performance
- a clause has been included in the Part 9 to do with the permit process that sets out example conditions that may be imposed on a permit. These may relate to
  - the days and hours during which the permit holder may do the activity;
  - the nomination of assistants, nominees or substitutes for the permit holder;
  - the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting the activity;
  - the goods or services in respect of which the permit holder may trade or conduct or set up a market;
  - the number of persons and the names of persons permitted to conduct the activity;
  - any prohibitions or restrictions concerning -
    - the causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;
    - the use of amplifiers, sound equipment and sound instruments;
    - the use of dangerous implementations and materials;
    - the use of signs; and
    - the use of any lighting apparatus or device;
  - the manner in which the permit holder's name and other details of a valid permit are to be displayed;
  - the care, maintenance and cleansing of any structure used in connection with the activity, and the placement of any structure;
  - the vacating of the place of the activity when trading is not being carried on; and
  - the designation of a place where the activity is wholly, or from time to time, prohibited by the local government.

Permit process

- introduction of a new Part standardising the permit process for all permits required under the local law. This process aligns with the permit process in other local laws;
- the permit process, at a high-level:
  - specifies what information must be provided with an application;
  - specifies a timeframe in which decisions must be made;
  - specifies the circumstances where an application cannot be approved or may be refused;
  - provides that reasons for refusal must be given;
  - specifies what matters the City can consider when determining an application;
  - provides that permit conditions may be amended on written notice to the permit holder;
  - specifies example conditions applying to all permits, as well as specific examples for certain types of applications;
  - provides that failure to comply with a condition is an offence, and can lead to suspension or cancellation of a permi;t
  - provides that a permit is valid until its expiry date (as noted on the permit) or where the permit is cancelled by the City or surrendered by the permit holder;
  - provides for a renewal process (for permits that expire) which largely mirrors the application process;
  - provides an avenue for permits to be transferred, with the approval of the City;
  - provides a power to the City to suspend permits. A permit may be suspended if the permit holder breaches a term or condition of the permit, or breaches the local law, or the continued carrying-on of the activity authorised by the permit would constitute an unacceptable risk to the safety of the public. This power provides an alternative to cancellation of a permit;
  - provides a power and the grounds for the City to cancel a permit. Example grounds include persistent and frequent breaches of a term or condition of the permit, or of the local law;
  - provides a power for a permit to be surrendered;
  - provides that permits must be produced on demand to an authorised person;
  - imposes a number on obligations on permit holders, examples being that they allow unobstructed access to the relevant place the subject of the permit, that they comply with any direction of the authorised person, and that they leave the place the subject of the permit clean and tidy; and
  - provides that a permit document which has expired, been cancelled or been surrendered, must be returned to the City or destroyed

Enforcement

- introduction of clauses providing an authorised person with the power to refuse entry to local government property or to direct persons to leave local government property. This allows an infringement to be issued for non-compliance;
- introduction of clause providing that the City may dispose of lost property if not claimed within 3 months;

- introduction of various notice clauses providing that the City may issue a notice to a person to reinstate, replace or repair damage caused to local government property or a thoroughfare, as well as remove thing unlawfully placed on a thoroughfare. Failure to comply giving the City the power to do the work itself and claim those costs back as a debt;'
- standardisation of the 'Enforcement' section, so it aligns with all other local laws; and
- review of the modified penalties to align with the three-tier approach. An increased 'subsequent penalty' for all offences has also been added so larger infringements can be issued to repeat offenders.

Parts III, VI, VII, VIII, IX, XI of the Consolidated Local Law, and the City of Cockburn Jetties, Waterway and Marina Local law 2012, will be repealed on adoption of the proposed City of Cockburn Public Places Local Law 2026. To do this, as per section 3.12 of the Act, Council needs to give notice of the purpose and effect of the proposed City of Cockburn Public Places Local Law 2026 at a Council meeting, which will initiate a 6-week public comment process.

Following consultation, the City will consider any submissions received and, where appropriate, make changes to the local law in response to the submissions. If any changes are made, and they are not significant, the as-amended City of Cockburn Public Places Local Law 2026 will be presented to Council for adoption. If any changes are made, and they are significant, the as-amended City of Cockburn Public Places Local Law 2026 will still be presented to Council, but for the purposes of restarting the process in section 3.12, in accordance with section 3.13 of the Act.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no significant budget implications arising from the recommendations of this report. Costs will be incurred in the advertising of the public submission period, but these costs can be met under the existing budget.

Legal Implications

To make a local law, local governments must follow the procedure prescribed in section 3.12 of the Act. A failure to follow the procedure will likely result in the local law being disallowed by the Joint Standing Committee on Delegated Legislation (JSCDL).

While local governments have broad powers to make local laws under section 3.12 of the Act, this power is not plenary. The power must be exercised "reasonably and proportionately". Local laws must also be "necessary or convenient" for the "good

government of the district". They must not go "beyond the accepted notions of local government".

They must not be inconsistent with State legislation, nor should they seek to introduce significant new policy or fundamental changes to policy, which is properly a matter for the State.

Local laws infringing on these principles will likely be disallowed by the JSCDL.

Community Consultation

In accordance with section 3.12(3)(a) of the Act, the City will invite submissions from the community on the proposed City of Cockburn Public Places Local Law 2026, as drafted, for a period of at least 42 clear days. These submissions and any proposed changes to the City of Cockburn Public Places Local Law 2026 in response to these submissions will be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The City has engaged external legal advisors to largely draft the proposed City of Cockburn Public Places Local Law 2026, to ensure it is reasonable, proportionate and within power.

There will be a moderate to substantial level of risk if Council were to amend the proposed City of Cockburn Public Places Local Law 2026 in such a way that it is no longer reasonable, proportionate or within power. This is because the JSCDL will likely disallow it. This will result in sunk costs and time associated with the lawmaking process to date, as well as additional costs to re-commence the lawmaking process with a compliant local law. It will also delay the implementation of a modern public places local law which responds to the needs of the community and the City.

There is also a moderate to substantial level of risk if Council were to defer consideration of the recommendations in this report. As previously reported to Council at the 8 July 2025 Ordinary Meeting of Council, the Consolidated Local Law and City of Cockburn Jetties, Waterways and Marina Local Law 2012 will lapse on 7 December 2026, meaning it cannot be enforced. The project plan presented at that same meeting provides a strict timetable to ensure the lawmaking process for the proposed City of Cockburn Public Places Local Law 2026 will be completed by this date. Any delay runs the risk the process will not be completed by this date, meaning the City will not have a local law regulating the activities and behaviour on or in local government property, thoroughfares, waterways and marinas for a period of time.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Public Places Local Law 2026

City of Cockburn

LOCAL GOVERNMENT ACT 1995

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Public Places Local Law 2026

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LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Public Places Local Law 2026

Under the powers conferred by the *Local Government Act 1995* and under all other powers enabling it, the Council of the City of Cockburn resolved on …….. to make the following local law.

Part 1 - Preliminary

1.1 Title

This is the *City of Cockburn Public Places Local Law 2026*.

1.2 Commencement

This local law comes into operation 14 days after the day on which it is published in the *Government Gazette*.

1.3 Application

This local law applies throughout the district.

1.4 Amendments and repeal

(1) The *City of Cockburn (Local Government Act) Local Laws 2000* is amended by deleting –

(a) Part III – Reserves, Foreshores and Beaches;

(b) Part VI – Hawkers, Stallholders and Street Traders;

(c) Part VII – Management and Control of the Local Government Property;

(d) Part VIII – Signs, Hoardings, Bill Posting;

(e) Part IX – Streets and Public Places; and

(f) Part XI – Law, Order and Security.

(2) The *City of Cockburn Jetties, Waterways and Marina Local Laws 2012*, published in the *Government Gazette* on 23 February 2012 and amended from time to time, is repealed.

1.5 Interpretation

(1) In this local law –

Act means the *Local Government Act 1995*;

alfresco dining area means an area in which tables, chairs and other temporary structures are provided for the purpose of the supply or consumption of food or beverages to or by the public;

approved means approved by the local government;

authorised person means a person appointed by the CEO under section 9.10(2) of the Act to perform any of the functions of an authorised person under this local law;

bathing includes entry into the sea or any body of water and/or emerging therefrom and includes the use of bathing appliances;

bathing appliance means a float of any material, surf ski, surfboard, kick board, malibu board, boat or any other device used or for use in bathing or surf riding;

berth means –

(a) to lie alongside a jetty in a vessel; or

(b) to be connected or tied to a vessel lying alongside a jetty;

bicycle has the meaning in the *Road Traffic Code 2000*;

bulk rubbish container means a bin or container designed or used for holding a substantial quantity of rubbish and which is unlikely to be lifted without mechanical assistance, but does not include a receptacle;

carriageway has the meaning in the *Road Traffic Code 2000*;

CEO means the chief executive officer of the local government;

Committee means a committee of the Council;

commencement day means the day on which this local law commences under clause 1.2;

Council means the council of the local government;

crossing, or ***crossover***, means a crossing giving access from a public thoroughfare to –

(a) private land; or

(b) a private thoroughfare serving private land;

district means the district of the local government;

e-cigarette means a device that is designed to generate or release smoke, vapour or other aerosol (whether or not containing nicotine) by electronic means for inhalation by its user in a manner that replicates, or produces an experience similar to, the inhalation of smoke from an ignited tobacco product;

electric rideable device has the meaning in the *Road Traffic Code 2000* and is taken to include motorised scooters;

entertainment means the action of providing or being provided with amusement or enjoyment, an event, performance, or activity designed to entertain others, and is taken to include busking;

fauna has the meaning in the *Biodiversity Conservation Act 2016*;

fish has the meaning in the *Fish Resources Management Act 1994;*

fishing has the meaning in the *Fish Resources Management Act 1994;*

food business has the meaning in the Food Act 2008;

garden means any part of a thoroughfare planted, developed or treated, otherwise than as a lawn, with one or more plants;

intersection has the meaning in the *Road Traffic Code 2000*;

jetty has the meaning in *Jetties Act 1926* and is taken to include pontoons;

kerb means any structure, mark, marking or device to delineate or indicate the edge of a carriageway;

lawn means any part of a thoroughfare which is planted only with grass, or with a similar plant, but will include any other plant provided that it has been planted by the local government;

liquor has meaning in the *Liquor Control Act 1988*;

Liquor Control Act means the *Liquor Control Act 1988*;

local government means the City of Cockburn;

local government property means anything, except a thoroughfare –

(a) which belongs to, is owned by or is under the care, control and management of the local government;

(b) which is an otherwise unvested facility within section 3.53 of the Act; or

(c) of which the local government is the management body under the *Land Administration Act 1997*;

local public notice has the meaning in the Act;

lot has the meaning in the *Planning and Development Act 2005*;

marina means a complex of interconnecting pens, and all jetties and walkways, together with any adjoining waterways, which are under the care, control or management of the local government;

market means a collection of stalls, standards or displays erected for the purpose of selling or hiring goods or services or carrying out any other transaction;

moor means to secure a vessel to a mooring;

mooring means a thing to which a vessel may be moored and includes an anchor, stake or mooring pile;

mooring envelope means the area of a waterway lot designated for the mooring of vessels;

mooring pile means any pile used or capable of being used to secure a vessel;

nuisance means –

(a) an activity or condition which is harmful or annoying and which constitutes a reasonable basis for legal liability in the tort of public or private nuisance;

(b) an unreasonable interference with the use and enjoyment of a person of their ownership or occupation of land; or

(c) interference which causes material damage to land or other property on the land affected by the interference;

occupier has the meaning in the Act, but does not include the local government;

owner has the meaning in the Act;

path has the meaning in the *Road Traffic Code 2000*;

pen means a specific area within a marina for the mooring of a vessel and does not include any adjacent jetty or walkway;

permissible verge treatment means a treatment described in clause 6.3, and includes any associated reticulation pipes, sprinklers and other equipment;

permit means a permit issued under this local law;

permit holder means a person to whom a permit is granted;

person does not include the local government;

pontoon means a floating platform or similar structure providing landing, docking or mooring facilities;

prescribed offence has the meaning in clause 11.11;

private jetty has the meaning in the *Jetties Act 1926;*

promotional activity means the advertising or promotion of, or raising of funds for, a particular group, product or service;

public jetty means a jetty which belongs to, is owned by or is under the care, control and management of the local government;

public place includes a thoroughfare or place which the public are allowed to use, whether or not the thoroughfare or place is on private property, but does not include –

(a) premises on private property from which trading is lawfully conducted under a written law; or

(b) local government property;

receptacle has the meaning in the *City of Cockburn Waste Local Law 2020*;

registered food business has the meaning in the *Food Act 2008* and applies to a food business that is registered by the local government in accordance with the *Food Act 2008*;

Regulations means the *Local Government (Functions and General) Regulations 1996*;

Schedule means a schedule to this local law;

sign includes a notice, flag, mark, structure or device on which may be shown words, numbers, expressions or symbols;

stall means a movable or temporarily fixed structure, stand or table in, on or from which goods or services are sold and includes a vehicle;

street means a highway, thoroughfare or land used for vehicular or pedestrian traffic, and includes all the land lying between property lines, including the verge and path;

tobacco product has the meaning in the *Tobacco Products Control Act 2006*;

thoroughfare has the meaning in the Act;

trading means –

(a) the selling or hiring of, the offering for sale or hire of, or the soliciting of orders for, goods or services; or

(b) displaying goods for the purpose of –

(i) offering them for sale or hire;

(ii) inviting offers for their sale or hire;

(iii) soliciting orders for them; or

(iv) carrying out any other transaction in relation to them;

and includes the setting up of a stall or the conducting of a business at a stall;

vehicle includes –

(a) each conveyance and each object capable of being propelled or drawn on wheels, tracks or otherwise, including an off-road vehicle and an electric rideable device; and

(b) an animal being ridden or driven,

but excludes –

(c) a wheelchair or any device designed for use by a physically impaired person on a path;

(d) a pram, stroller or similar device;

(e) a bicycle or wheeled recreational device;

(f) a shopping trolley; and

(g) a vessel;

vessel has the meaning in the *Western Australian Marine Act 1982*;

verge means that part of a thoroughfare that is between the carriageway and a lot which abuts the thoroughfare and include a nature strip but does not include a footpath; and

waterway –

(a) means an area of water under the care, control and management of the local government; and

(b) includes an area of water within a marina but not a mooring envelope,

but excludes –

(c) a lake, river or estuary.

waterway lot means any privately owned land or lot adjoining a waterway; and

wheeled recreational device has the meaning in the *Road Traffic Code 2000.*

(2) A term that is used in this local law and is not defined has the meaning in the Act.

(3) Where in this local law, a duty or liability is imposed on an ***owner or occupier*** the duty or liability is taken to be imposed jointly and severally on each of the owner or occupier.

(4) If, under this local law in relation to any land, an act is required to be done or is prohibited, the owner or occupier of the land has, unless the contrary intention appears, the duty of causing to be done the act required to be done, or of preventing from being done the prohibited act, as the case may be.

(5) This local law is subject to sections 3.25 and 3.27 and Schedules 3.1 and 3.2 of the Act and any powers of entry exercised by the local government under this local law is subject to Subdivision 3 of Division 3 of Part 3 of the Act.

(6) A reference to a fee or charge is to a fee or charge determined and imposed by the local government under sections 6.16 to 6.19 of the Act.

1.6 Meaning of 'on'

In this local law –

(a) a reference to 'on local government property' or to 'in local government property' includes 'on or in local government property';

(b) a reference to 'on a public place' or to 'in a public place' includes 'on or in a public place'; and

(c) a reference to 'on a thoroughfare' or to 'in a throughfare' includes 'on or in a thoroughfare'.

1.7 Transitional

A permit, licence, consent, approval or authorisation issued in accordance with a local law that is repealed under clause 1.4 –

(a) is taken to be a permit, approval or authorisation granted under this local law, as the case may be;

(b) is to be valid for the period specified in the permit, licence, consent, approval or authorisation; and

(c) may be earlier cancelled or suspended in accordance with this local law.

1.8 Application to assistance animals

This local law is subject to any written law and any law of the Commonwealth about an ***assistance animal*** as defined in section 9(2) of the *Disability Discrimination Act 1992* (Commonwealth).

1.9 Overriding power to hire and agree

Despite anything to the contrary in this local law, the CEO, on behalf of the local government, may –

(a) hire local government property to any person; or

(b) enter into an agreement with any person regarding the use of any local government property.

Part 2 - Determinations in respect of local government property

2.1 Determinations as to use of local government property

(1) The local government may make a determination in accordance with clause 2.2 –

(a) setting aside specified local government property for the pursuit of all or any of the activities referred to in clause 2.7;

(b) prohibiting a person from pursuing all or any of the activities referred to in clause 2.8 on specified local government property;

(c) as to the matters in clauses 2.7(2) and 2.8(2); and

(d) as to any matter ancillary or necessary to give effect to a determination.

(2) The determinations in Schedule 2 –

(a) are to be taken to have been made in accordance with clause 2.2;

(b) may be amended or revoked in accordance with clause 2.6; and

(c) have effect on the commencement day.

2.2 Procedure for making a determination

(1) The CEO is to give local public notice of the local government's intention to make a determination.

(2) The local public notice referred to in subclause (1) is to state that –

(a) the local government intends to make a determination, the purpose and effect of which is summarised in the notice;

(b) a copy of the proposed determination may be inspected and obtained from the offices of the local government; and

(c) submissions in writing about the proposed determination may be lodged with the local government within 21 days after the date of publication.

(3) If no submissions are received in accordance with subclause (2)(c), the Council may decide –

(a) to give local public notice that the proposed determination has effect as a determination on and from the date of publication;

(b) to amend the proposed determination, in which case subclause (4) is to apply; or

(c) not to continue with the proposed determination.

(4) If submissions are received in accordance with subclause (2)(c), the Council –

(a) is to consider those submissions; and

(b) may decide –

(i) whether or not to amend the proposed determination; or

(ii) whether or not to continue with the proposed determination.

(5) If the Council decides to amend the proposed determination, the CEO is to give local public notice –

(a) of the effect of the amendments; and

(b) that the proposed determination, as amended, has effect as a determination on and from the date of publication.

(6) If the Council decides not to amend the proposed determination, the CEO is to give local public notice that the proposed determination has effect as a determination on and from the date of publication.

(7) A proposed determination is to have effect as a determination on and from the date of publication of the local public notice referred to in subclauses (3), (5) and (6).

(8) A decision under subclause (3) or (4) is not to be delegated by the Council.

2.3 Discretion to erect sign

The CEO may erect a sign on local government property to give notice of the effect of a determination which applies to that property.

2.4 Determination to be complied with

A person must comply with a determination.

2.5 Register of determinations

(1) The CEO is to keep a register of determinations made under clause 2.1, and of any amendments to, or revocations of, determinations made under clause 2.6.

(2) Sections 5.94 and 5.95 of the Act apply to the register referred to in subclause (1) and for that purpose the register is to be taken to be information within section 5.94(u)(i) of the Act.

2.6 Amendment or revocation of a determination

(1) The Council may amend or revoke a determination.

(2) The provisions of clause 2.2 are to apply to an amendment of a determination as if the amendment were a proposed determination.

(3) If the Council revokes a determination, the CEO is to give local public notice of the revocation and the determination is to cease to have effect on the date of publication.

2.7 Activities that may be pursued on specified local government property

(1) A determination may provide that specified local government property is set aside as an area on which a person may –

(a) take, ride or drive a vehicle, or a particular class of vehicle;

(b) bring, ride or drive an animal;

(c) using a motorised model aeroplane, helicopter, vessel, drone or other similar remotely piloted device;

(d) use a children's playground provided that the person is under an age specified in the determination, but the determination is not to apply to a person having the charge of a person under the specified age;

(e) launch, beach, moor or leave a vessel;

(f) take or use a vessel, or a particular class of vessel;

(g) play or practise –

(i) golf or archery;

(ii) pistol or rifle shooting, but subject to the compliance of that person with the *Firearms Act 2024*; or

(iii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government may cause injury or damage to a person or property;

(h) ride a bicycle, a skateboard, roller skates, rollerblades, a sandboard or a similar device;

(i) wear no clothing; or

(j) using ropes or other similar equipment with anchor points for the purpose of engaging in slacklining or similar activities.

(2) A determination may specify the extent to which and the manner in which an activity referred to in subclause (1) may be pursued and in particular –

(a) the days and times during which the activity may be pursued;

(b) that an activity may be pursued on a class of local government property, specified local government property or all local government property;

(c) that an activity is to be taken to be prohibited on all local government property other than that specified in the determination;

(d) may limit the activity to a class of vehicles, equipment or things, or may extend it to all vehicles, equipment or things;

(e) may specify that the activity can be pursued by a class of persons or all persons; and

(f) may distinguish between different classes of the activity.

2.8 Activities that may be prohibited on specified local government property

(1) A determination may provide that a person is prohibited from pursuing all or any of the following activities on specified local government property –

(a) taking, riding or driving a vehicle or a particular class of vehicle;

(b) riding or driving above a specified speed a vehicle or a particular class of vehicle;

(c) using a motorised model aeroplane, helicopter, vessel, drone or other similar remotely piloted device;

(d) launching, beaching, mooring or leaving a vessel or a particular class or size of vessel;

(e) taking or using a vessel, or a particular class or size of vessel;

(f) the playing or practice of –

(i) golf, archery, pistol shooting or rifle shooting; or

(ii) a similar activity, specified in the determination, involving the use of a projectile which, in the opinion of the local government, may cause injury or damage to a person or property;

(g) riding a bicycle, a skateboard, roller skates, rollerblades, a sandboard or a similar device;

(h) using ropes or other similar equipment with anchor points for the purpose of engaging in slacklining or similar activities;

(i) smoking in or on a building, stadium or similar structure that is local government property but not an open space such as a park or a playing field;

(j) the playing or practice of any ball game which may cause detriment to the property or any fauna on the property;

(k) the traversing of sand dunes or land that, in the opinion of the local government, has environmental value warranting such protection, either absolutely or except by paths provided for that purpose; and

(l) bathing or using bathing appliances or a particular class of bathing appliance.

(2) A determination may specify the extent to which and the manner in which a person is prohibited from pursuing an activity referred to in subclause (1) and, in particular –

(a) the days and times during which the activity is prohibited;

(b) that an activity is prohibited on a class of local government property, specified local government property or all local government property;

(c) that an activity is prohibited in respect of a class of vehicles, equipment or things, or all vehicles, equipment or things;

(d) that an activity is prohibited in respect of a class of persons or all persons; and

(e) may distinguish between different classes of the activity.

2.9 Sign under repealed local law taken to be determination

(1) Where an approved sign erected on local government property has been erected under a local law that is repealed under clause 1.4, it is to be taken to be, and have effect as, a determination on and from the commencement day, except to the extent that the sign is inconsistent with a provision of this local law or a determination made under this Part.

(2) Clause 2.5 does not apply to a sign referred to in subclause (1).

Part 3 - Behaviour on local government property

3.1 Behaviour that interferes with others

A person must not, on local government property, behave in a way that –

(a) is likely to interfere with the enjoyment of a person who might use the property; or

(b) interferes with the enjoyment of a person using the property.

3.2 Behaviour detrimental to property

(1) In this clause –

detrimental to the property, in relation to local government property, includes –

(a) removing any thing from the local government property such as a rock, plant, fixture, fitting, chattel, equipment or furniture provided for the use, enjoyment or safety of any person;

(b) destroying, defacing or damaging local government property, or a building or any thing on the local government property, such as a plant, fixture, fitting, chattel, equipment or furniture provided for the use, enjoyment or safety of any person; and

(c) causing environmental harm or nuisance to or on the local government property.

(2) A person must not, on local government property, behave in a way that is or might be detrimental to the property.

3.3 Taking or injuring fauna

A person must not take, injure or kill any fauna that is on or above any local government property unless the person is authorised to do so under a written law or has the prior written approval of the local government.

3.4 Removing or damaging flora

(1) In this clause –

flora means all vascular plants, seeds and other flora, whether living or dead.

(2) A person must not remove or damage any flora that is on or above any local government property unless the person is authorised to do so under a written law or has the prior written approval of the local government.

3.5 No unauthorised entry to function

(1) A person must not enter local government property on a day or at a time when the property is set aside for a function for which a charge for admission is authorised, except –

(a) through the proper entrance for that purpose; and

(b) on payment of the fee chargeable for admission at the time.

(2) The local government may exempt a person from compliance with subclause (1)(b).

3.6 No entry to fenced or closed local government property

A person must not enter local government property which has been fenced off or closed to the public by a sign or otherwise, unless that person is authorised to do so by the local government.

Part 4 - Activities on local government property

4.1 Activities requiring a permit

(1) A person must not, without a permit –

(a) subject to subclause (3) hire local government property;

(b) advertise anything by any means on local government property;

(c) erect, on local government property, a structure for public amusement or for any performance, whether for gain or otherwise;

(d) teach, coach or train, for profit, a person or animal on local government property;

(e) plant any plant or sow any seeds on local government property;

(f) carry on any trading on local government property unless the trading is conducted –

(i) with the consent of a person who holds a permit to conduct a function, and where the trading is carried on under and in accordance with the permit; or

(ii) by a person who has a permit to carry on trading on local government property under any written law;

(g) conduct or set up a market on local government property;

(h) unless an employee of the local government in the course of her or his duties or on an area set aside for that purpose –

(i) drive or ride or take any vehicle on to local government property; or

(ii) park or stop any vehicle on local government property;

(i) conduct a function, public event, or undertake any promotional activity, on local government property;

(j) charge any person for entry to local government property;

(k) light a fire on local government property except in a facility provided for that purpose;

(l) except in an emergency, land or touch-down an aircraft or helicopter;

(m) parachute, hang glide, abseil or base jump from or on to local government property;

(n) erect a building or a refuelling site on local government property;

(o) make any excavation on or erect or remove any fence on local government property;

(p) erect or install any structure above or below ground of local government property, for the purpose of supplying any water, power, sewer, communication, television or similar service to a person;

(q) conduct or take part in any gambling game or contest or bet, or offer to bet, publicly on local government property;

(r) erect, install, operate or use any broadcasting, public address system, loudspeaker or other device for the amplification of sound on local government property;

(s) conduct an entertainment event on local government property;

(t) use a motorised model aeroplane, helicopter, vessel, drone or other similar remotely piloted device on local government property;

(u) film or make a recording as part of or for commercial gain on local government property;

(v) deposit or store any thing on local government property; or

(w) keep or berth a vessel at or in a marina.

(2) The local government may exempt a person from compliance with subclause (1).

(3) The local government may exempt specified local government property or a class of local government property from the application of subclause (1)(a).

4.2 Umbrellas and temporary shade structures

A person must not, on local government property, erect an umbrella or temporary shade structure, or a combination of, unless it –

(a) is erected for protection from the sun or other elements;

(b) is adequately secured;

(c) has an area of $9m^2$ or less;

(d) has a height of 2.5m or less;

(e) is not enclosed;

(f) is removed by that person immediately on leaving the local government property; and

(g) is for private use.

4.3 Consumption of food or drink may be prohibited

A person must not consume any food or drink in an area where consumption is prohibited by a sign.

4.4 Conditions of use

(1) The local government may erect a sign on local government property specifying any conditions of use which apply to that property.

(2) A person must comply with a sign erected under subclause (1).

(3) A condition of use specified on a sign erected under subclause (1) –

(a) is not to be inconsistent with any provision of this local law; and

(b) is to be for the purpose of giving notice of the effect of a provision of this local law.

(4) A sign erected on local government property under a local law that is repealed under clause 1.4 is taken, on and from the commencement day, to be a sign erected under this clause if the sign is not inconsistent with any provision of this local law.

Part 5 - Marine

Division 1 – Interpretation

5.1 Interpretation

In this Part –

dry docking system means any equipment used to create a dry barrier between a vessel and the water;

fishing net means a fishing net other than –

(a) a hand scoop or hand dip net;

(b) a prawn hand trawl net; or

(c) a complying drop or hand thrown net;

beach or foreshore includes –

(a) tidal and non– tidal waters in or outside but adjoining the district;

(b) the area which adjoins the district and extends for a distance of 200 metres seawards from the low water mark at ordinary spring tides; and

(c) any other public place or reserve adjoining the places mentioned in (a) or (b); and

waterway edge wall means a revetment wall separating the land filled part of a lot adjoining a waterway from the submerged part of that lot, together with any associated retaining wall.

Division 2 – Activities in or affecting waterways

5.2 Bathing in a waterway

(1) Except in accordance with this clause, a person must not bathe in a waterway without having first obtained the written approval of the local government.

(2) A person may bathe in –

(a) that portion of a waterway that is within 25 meters of a beach or foreshore if the beach or foreshore has not been designated or set aside by the local government, by a sign or otherwise, as a locality where swimming or bathing is prohibited; or

(b) an area of a waterway that has been designated or set aside by the local government, by a sign or otherwise, as a swimming or bathing area.

5.3 Fishing in waterways

(1) Except in accordance with this clause, a person must not fish in a waterway.

(2) A person may fish in a waterway from an area that has been designated or set aside by the local government, by a sign or otherwise, as a fishing area.

5.4 Cleaning of vessels

A person must not, in a waterway or mooring envelope, clean the hull of a vessel below the waterline.

5.5 Restrictions on anti-fouling paint

A person must not cause or enable a vessel to be within a waterway or mooring envelope if the vessel is coated with any paint containing tributyltin (TBT).

5.6 Storage of fuels

A person must not, within a waterway or on adjacent land, store fuel –

(a) on a jetty;

(b) on any other structure built on or over the water and that is attached to the land; or

(c) onboard a vessel (apart from a small amount required for an auxiliary engine),

except in a fuel storage facility approved by the local government.

5.7 Maintenance of waterway edge walls

(1) An owner or occupier of a waterway lot must maintain any waterway edge wall within their lot in good condition so as to prevent it becoming unsightly, dilapidated or dangerous.

(2) An owner or occupier of a waterway lot containing a waterway edge wall must maintain a depression on the dry side of their lot behind the top of the retaining wall edge for drainage purposes

Division 3 – Mooring of vessels within waterways

5.8 Application of Division

This Division applies to the mooring of a vessel in a waterway or mooring envelope.

5.9 Mooring lines

(1) The owner of a vessel must provide, use and adequately maintain mooring lines sufficient to ensure the safe mooring of the vessel, and which must not be less than the sizes listed below –

Length of vessel	Mooring line diameter
Up to 8m	Not less than 12mm
8m to 12m	Not less than 18mm
12m to 15m	Not less than 20mm
Over 15m	Not less than 24mm

(2) The owner of a vessel must periodically inspect the mooring lines and replace any mooring lines which are unfit for their intended purpose to ensure compliance with this clause.

5.10 Non-complying mooring lines

If in the opinion of an authorised person, a mooring line of a vessel does not comply with clause 5.9, the authorised person may issue a written direction to the owner of the vessel requiring the owner, within a time specified in the direction, to replace the mooring line.

5.11 No obstruction of waterways

A person in control of a vessel must not moor a vessel in a waterway so as to cause an obstruction.

Division 4 – Beaches and foreshore

5.12 Application of Division

This Division applies to the area which adjoins the district and extends for a distance of 200 metres seawards from low water mark at ordinary spring tides.

5.13 Powers of authorised persons or surf life saving club members

(1) An authorised person employed by the local government may perform all or any of the following functions in relation to a beach –

(a) patrol the beach;

(b) carry out any activities on the beach;

(c) erect signs designating bathing areas and signs regulating, prohibiting or restricting specified activities on the whole or any part of the beach or in or on the water adjacent to the beach and to direct persons on the beach or in or on the water to comply with a sign;

(d) temporarily enclose any area with rope, hessian, wire or any other means for the conduct of surf life saving club activities; and

(e) direct persons to leave the water adjacent to the beach during suspected or actual dangerous conditions or if a shark is suspected of being in the vicinity of the beach.

(2) Subject to subclause (3), the CEO may authorise, under section 9.10(2) of the Act, one or more members of a surf life saving club to perform all or any of the functions listed in subclause (1).

(3) Members authorised by the CEO under subclause (2) must have been recommended by the surf life saving club as competent to perform the functions referred to in that subclause in respect of which they are authorised.

(4) Under subclause (2), the CEO may authorise members generally, or in relation to particular times, days or months.

5.14 Authority of local government employee to prevail

If the local government has authorised a person under clause 5.13(1) and a member of a surf life saving club under clause 5.13(2) in relation to the same beach, where they could perform a function referred to in clause 5.13(1) contemporaneously, the authority of an authorised person employed by the local government under clause 5.13(1) is to prevail.

5.15 Persons to comply with signs and directions

A person must –

(a) not act in contravention of a sign erected on a beach under clause 5.13(1)(c);

(b) not enter an area that has been temporarily closed with rope, hessian, wire or any other means for the conduct of surf life saving club activities, unless the person is a member of the club or has obtained permission to enter from the club;

(c) comply with any direction given under clause 5.13(1)(e); and

(d) not interfere with, obscure, obstruct, or hang any item of clothing or towel on a flag, sign, notice or item of life saving equipment.

5.16 Prohibition on shark fishing

A person must not, on a beach or foreshore, fish for sharks by the use of set or buoyed lines or the use of blood or any other lure for the purpose of attracting sharks.

Division 5 – Public jetties and bridges

5.17 Interpretation

In this Division –

bulk cargo means bulk produce, such as grain, coal, oil or mineral ore, that is not packaged.

5.18 Application for approval under this Division

(1) A person who is required to obtain the approval of the local government under this Division must apply for approval in the manner required by the local government.

(2) The local government may require an application for approval to be accompanied by a fee.

(3) Before determining an application, the local government may require the applicant –

(a) within a specified period of no more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application; and/or

(b) to consult with persons specified in the request, and to advise those persons that they may, within 14 days of receiving that advice, make submissions to the local government on the application.

(4) The local government may refuse to consider an application that is not in accordance with subclauses (1) and (2) or where a requirement of subclause (3) has not been satisfied.

(5) A person must not make a false or misleading statement in connection with an application in respect of an approval.

5.19 Determining an application under this Division

(1) The local government may –

(a) approve the application unconditionally or subject to conditions; or

(b) refuse to approve the application.

(2) A decision under subclause (1) must be made within 90 days of the applicant satisfying the requirements of clauses 5.18(1)-(2) and any request made under clause 5.18(3).

(3) If a decision under subclause (1) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 5.18(2) is to be refunded to the applicant.

(4) If an application is approved, the local government is to give the applicant a written approval in the form determined by the CEO.

(5) If an application is refused, the local government is to give written notice of that refusal to the applicant and the reasons for its decisions.

5.20 When use of public jetty is prohibited

A person must not land at, use or go on any part of a public jetty that is –

(a) under construction or repair; or

(b) closed,

unless that person has first obtained the approval of the local government.

5.21 Local government may close public jetties or regulate activities

(1) The local government may –

(a) close or cause to be closed any public jetty or part of a public jetty; and

(b) regulate, prohibit or restrict access to a public jetty or part of a public jetty.

(2) An authorised person may direct a person to leave a public jetty or part of the public jetty for the purposes of –

(a) a function or public convenience at or on the public jetty;

(b) repair, maintenance or construction of the public jetty;

(c) public safety; or

(d) any other operational reason.

5.22 Method of mooring vessel

A person in control of a vessel must not moor or make fast the vessel to a public jetty, or to any part of the public jetty, except to the berthing piles, ring bolts or other fastenings that are provided.

5.23 When vessel may remain moored

A person in control of a vessel must not berth, moor or make fast the vessel to a public jetty unless –

(a) the vessel is in distress and then only to effect the minimum repairs necessary to enable the vessel to be moved elsewhere;

(b) the embarking or disembarking of passengers is in progress, and then not for a consecutive period exceeding 2 hours without the prior approval of the local government;

(c) the loading or discharging of cargo or other goods is in progress in accordance with this Division;

(d) where the vessel is used at that time for commercial purposes, the person has first paid to the local government the fee (if any) for the berthing or making fast; or

(e) to facilitate a sea trial for a newly launched vessel for a period that is specified and approved by an authorised person.

5.24 Mooring of oversized vessels

A person in control of a vessel must not moor a vessel against a public jetty where the vessel exceeds –

(a) the maximum size permitted to be moored to that jetty, as indicated by a sign erected on that jetty by the local government; or

(b) if no maximum size is indicated on a sign on that jetty, the length of the jetty.

5.25 Authorised person may direct removal of vessel

Despite anything to the contrary in this Division, a person in control of a vessel moored to or alongside a public jetty must remove it immediately on being directed to do so by an authorised person.

5.26 Restrictions on launching

A person must not launch a vessel from or over a public jetty (other than a boat ramp) unless the person has first obtained the approval of the local government.

5.27 Loading and discharging

A person in control of a vessel must not allow the vessel to come alongside or be berthed or made fast to a public jetty for the purpose of loading or discharging cargo or other goods –

(a) until the cargo or other goods are ready to be loaded or discharged; or

(b) without the approval of the local government –

(i) between the hours of 6.00pm to 6.00am on the next day; or

(ii) for longer than 2 consecutive hours.

5.28 Outgoing cargo not to be stored

A person in control of cargo or other goods intended for loading on to a vessel must –

(a) not allow them to be stored or placed on a public jetty unless and until the vessel is berthed or fastened to or alongside the public jetty; and

(b) load them on to the vessel as soon as practicable after the vessel is berthed or fastened to or alongside the public jetty.

5.29 Removal of incoming cargo

A person unloading cargo or other goods from a vessel on to a public jetty must remove them, or cause them to be removed, from the public jetty as soon as practicable, but not later than 6.00pm on the day on which they were placed there.

5.30 Authorised person may direct removal

An authorised person may direct a person who, in the opinion of the authorised person, is in charge of cargo or other goods that remain on a public jetty contrary to a provision of this Division to remove them from the public jetty.

5.31 Handling of bulk cargo

Except with the prior approval of the local government, a person must not place or deposit bulk cargo from a vehicle, vessel or container on to a public jetty.

5.32 Limitations on fishing

A person must not –

(a) fish from a public jetty other than a public jetty that has been designated or set aside by the local government, by a sign or otherwise, as a fishing jetty;

(b) fish from a public jetty so as to obstruct or interfere with the free movement of a vessel approaching or leaving the public jetty or so as to unreasonably interfere with the use of the public jetty by any other person; or

(c) hang or spread a fishing net from, on or over any part of a public jetty.

Division 6 – Private jetties and waterway lots

5.33 Maintenance of private jetties

An owner or occupier of a waterway lot on which a private jetty is constructed must maintain the jetty in good condition so as to prevent it from becoming unsightly, dilapidated or dangerous.

5.34 Mooring of vessels or dry docking systems

A person must not moor or permit the mooring of a vessel or a dry docking system between the jetty and the waterway edge wall so as to compromise the integrity of the rock revetment or waterway edge wall.

5.35 Vessels moored within mooring envelope

An owner or occupier of a waterway lot must not moor a vessel within a mooring envelope unless the vessel is fully contained within that mooring envelope.

Division 7 – Enforcement

5.36 Notice to owner or occupier

(1) If the local government is satisfied that an owner or occupier of land has not complied with clauses 5.7(1) or 5.33, the local government may give the owner or occupier a written notice requiring the owner or occupier, within the time specified in the notice, to take such actions as specified in the notice for the purpose of remedying the breach.

(2) An owner or occupier of land to whom a notice is given under subclause (1) must comply with the requirements of the notice within the time specified in the notice.

5.37 Impounding

A vessel that contravenes a provision of this Part may be removed, impounded or disposed of in accordance with Subdivision 4 of Division 3 of Part 3 of the Act and regulation 29 of the Regulations.

Part 6 - Activities in thoroughfares

Division 1 – General

6.1 General prohibitions

A person must not –

(a) plant, or allow to remain, in a thoroughfare a plant that –

(i) causes a hazard to any person using the thoroughfare; or

(ii) obstructs a line of sight for a driver or other person using the throughfare or a crossing on the throughfare;

(b) damage a lawn or garden, or remove a plant from a lawn or garden, in a thoroughfare unless –

(i) the person is the owner or occupier of the lot abutting that portion of the thoroughfare, and the lawn, garden or plant has not been installed or planted by the local government; or

(ii) the person is acting under the authority of a written law;

(c) damage, remove, prune, fell or poison a tree on a throughfare, irrespective of whether it was planted by the owner or occupier of the lot abutting the thoroughfare or by the local government, unless –

(i) the person has the prior written approval of the local government; or

(ii) the person is acting under the authority of a written law;

(d) place or install, or allow to be placed, installed or remain, on a thoroughfare any thing (except water) that –

(i) obstructs the thoroughfare; or

(ii) results in a hazard for any person using the thoroughfare;

(e) unless at the direction of the local government, damage, remove or interfere with any part of a thoroughfare, or any structure erected on a thoroughfare, by the local government or a person acting under the authority of a written law; or

(f) use anything or do anything so as to create a nuisance on a thoroughfare.

6.2 Activities allowed with a permit

(1) A person must not, without a permit –

(a) dig or otherwise create a trench through or under a kerb or footpath;

(b) subject to Division 2 of this Part, throw, place or deposit any thing on a verge or thoroughfare except for removal by the local government under a verge waste collection, and then only in accordance with the terms and conditions and during the period of time advertised or arranged in connection with that collection by the local government;

(c) cause any obstruction to a vehicle or a person using a thoroughfare as a thoroughfare;

(d) cause any obstruction to a water channel or a water course in a thoroughfare;

(e) throw, place or drain offensive, noxious or dangerous fluid onto a thoroughfare;

(f) damage a thoroughfare;

(g) fell any tree onto a thoroughfare;

(h) light any fire or burn any thing on a thoroughfare;

(i) unless installing, or in order to maintain, a permissible verge treatment –

(i) lay pipes under or provide taps on any verge; or

(ii) place or install, on any part of a thoroughfare, any thing such as gravel, stone, flagstone, cement, concrete slabs, blocks, bricks, pebbles, plastic sheeting, kerbing, wood chips, bark or sawdust;

(j) provide, erect, install or use in or on any building, structure or land abutting on a thoroughfare any hoist or other thing for use over the thoroughfare;

(k) place or cause to be placed on a thoroughfare a bulk rubbish container;

(l) interfere with the soil of, or anything in, a thoroughfare or take anything from a thoroughfare;

(m) conduct any trading on a thoroughfare;

(n) conduct or set up a market or stall on a thoroughfare;

(o) conduct an entertainment event on a thoroughfare;

(p) film or make a recording as part of or for commercial gain on a thoroughfare;

(q) establish or operate an alfresco dining area, otherwise than in accordance with a permit or in accordance with clause 7.3.

(2) The local government may exempt a person from compliance with subclause (1).

Division 2 – Permissible verge treatments

6.3 Permissible verge treatments

(1) An owner or occupier of a lot which abuts a verge may, on that part of the verge directly in front of the lot, install a permissible verge treatment.

(2) A permissible verge treatment is –

(a) the planting and maintenance of a lawn;

(b) the planting and maintenance of a garden provided that –

(i) clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in the thoroughfare or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare;

(ii) where there is no footpath, a pedestrian has safe and clear access of a minimum width of 1.5m along that part of the verge immediately adjacent to the kerb;

(iii) it does not include a wall or built structure; and

(iv) it is not of a thorny, poisonous or hazardous nature.

(c) the installation over no more than 1/4 of the area of the verge (excluding any approved vehicle crossing and/or footpath) of an acceptable material and, on the balance of a verge, the installation of mulch or a permissible verge treatment in accordance with paragraph (a) or (b) of subclause (2).

(3) In this clause ***acceptable material*** means any material which would create a hard surface, and which has been approved by the local government.

6.4 Only permissible verge treatments to be installed

(1) A person must not install or maintain a verge treatment that is not a permissible verge treatment.

(2) The owner and occupier of land abutting a verge treatment referred to in subclause (1) are each to be taken to have installed and maintained that verge treatment for the purposes of this clause and clause 6.3.

6.5 Obligations of owner or occupier

An owner or occupier who installs or maintains a permissible verge treatment must –

(a) keep the permissible verge treatment in a good and tidy condition and ensure, where the verge treatment is a garden or lawn, that a footpath on the verge and a carriageway adjoining the verge are not obstructed by the verge treatment;

(b) ensure that clear sight visibility is maintained at all times for a person using the abutting thoroughfare in the vicinity of an intersection or bend in a thoroughfare, or using a driveway on land adjacent to the thoroughfare for access to or from the thoroughfare;

(c) not place an obstruction on or around the verge treatment; and

(d) ensure that the verge treatment does not damage or obstruct a drain, manhole, galley, inspection pit, channel, kerb or tree planted by the local government.

6.6 Power to carry out public works on verge

Where the local government or an authority empowered to do so under a written law disturbs a verge, the local government or the authority –

(a) is not liable to compensate any person for that disturbance;

(b) may backfill with sand, if necessary, any garden or lawn; and

(c) is not liable to replace or restore any –

(i) verge treatment and, in particular, any plant or any acceptable material or other hard surface; or

(ii) sprinklers, pipes or other reticulation equipment.

6.7 Transitional provisions

(1) In this clause –

former provisions means the provisions of the repealed local laws which permitted certain types of verge treatments, whether with or without the consent of the local government; and

repealed local laws means the local laws that are repealed by clause 1.4.

(2) A verge treatment which –

(a) was installed prior to the commencement day; and

(b) on the commencement day is a type of verge treatment which was permitted under and complied with the former provisions,

is to be taken to be a permissible verge treatment for so long as the verge treatment remains of the same type and continues to comply with the former provisions.

Division 3 – Vehicle crossings

6.8 Temporary crossings

(1) Where it is likely that works on a lot will involve vehicles leaving a thoroughfare and entering the lot, the person responsible for the works must obtain a permit for the construction of a temporary crossing to protect the existing carriageway, kerb, drains, footpath, existing materials and thoroughfare trees, where –

(a) a crossing does not exist; or

(b) a crossing does exist, but the nature of the vehicles and their loads is such that they are likely to cause damage to the crossing.

(2) The person responsible for the works in subclause (1) is to be taken to be –

(a) the builder named on the approved permit issued under the *Building Act 2011*, if one has been issued in relation to the works; or

(b) the owner of the lot, if no approved permit has been issued under the *Building Act 2011* in relation to the works.

(3) If the permit authority for the purpose of subclause (1) is the local government, the permit is taken to be issued on the condition that until such time as the temporary crossing is removed, the person to whom the permit is given must keep the temporary crossing in good repair and in such a condition so as not to create any danger or obstruction to persons using the thoroughfare.

6.9 Removal of redundant crossing

(1) Where works on a lot will result in a crossing no longer giving access to a lot, the crossing is to be removed and the kerb, drain, footpath, verge and any other part of the thoroughfare affected by the removal are to be reinstated to the satisfaction of the local government.

(2) The local government may give written notice to the owner or occupier of a lot requiring them to –

(a) remove any part of or all of a crossing which does not give access to the lot; and

(b) reinstate the kerb, drain, footpath, verge and any other part of the thoroughfare, which may be affected by the removal,

within the period of time stated in the notice, and the owner or occupier of the lot must comply with that notice.

Division 4 – Street numbers

6.10 Assignment of numbers

The local government may assign a street number to a property in the district and may assign another street number to the property instead of that previously assigned.

6.11 Street number to be displayed

(1) The owner or occupier of a property must display and maintain the current street number assigned by the local government to the property in a conspicuous place on the front of the building, letterbox, fence or gate adjacent to the thoroughfare fronting the property.

(2) A sign painted on the kerb adjacent to a property depicting the street number is satisfactory for the purposes of subclause (1).

Division 5 – Driving on a closed thoroughfare

6.12 No driving on closed thoroughfare

(1) A person must not drive or take a vehicle on a closed thoroughfare unless –

(a) it is in accordance with any limit or exception specified in the order made under section 3.50 of the Act; or

(b) the person has first obtained a permit.

(2) In this clause –

closed thoroughfare means a thoroughfare wholly or partially closed under section 3.50 or 3.50A of the Act.

Division 6 – Notices

6.13 Notice to redirect or repair sprinkler

Where a lawn or a garden is being watered with a sprinkler which is on the lawn or the garden, in a manner which causes or may cause an inconvenience or obstruction to a person using a thoroughfare, the local government may give a written notice to the owner or the occupier of the lot abutting the lawn or the garden, requiring the owner or the occupier or both to move or alter the direction of the sprinkler or other watering equipment.

6.14 Notice to remove a garden hazard

(1) Where a plant or other thing in a garden creates, or may create, a hazard for any person using a thoroughfare, the local government may give a written notice to the owner or the occupier of the lot abutting the garden to remove, cut, move or otherwise deal with the plant or other thing so as to remove the hazard.

(2) Subclause (1) does not apply where the plant was planted, or the other thing was placed, by the local government.

6.15 Notice to rectify breach

(1) An authorised person may give a notice in writing to the owner or occupier of the lot abutting on a verge to make good, within the time specified in the notice, any breach of a provision of this Part.

(2) An owner or occupier of the lot to whom a notice is given under subclause (1) must comply with the requirements of the notice within the time specified in the notice.

Part 7 - Activities in public places

Division 1 – Animals

7.1 Leaving animal in public place

(1) A person must not leave an animal in a public place so that it obstructs the use of any part of that public place, unless that person has first obtained a permit or is authorised to do so under a written law.

(2) A person does not contravene subclause (1) where the animal is secured or tethered for a period not exceeding 1 hour.

7.2 Prohibitions relating to animals

(1) In subclause (2), ***owner*** in relation to an animal includes –

(a) an owner of it;

(b) a person in possession of it;

(c) a person who has control of it; and

(d) a person who ordinarily occupies the premises where the animal is permitted to stay.

(2) An owner of an animal, other than a cat, must not –

(a) allow the animal to enter or remain for any time on any public place except for the use of the public place as a thoroughfare and unless it is led, ridden or driven;

(b) allow the animal, if it has a contagious or infectious disease, to be led, ridden or driven in a public place; or

(c) train or race the animal in a public place.

(3) An owner of a horse must not lead, ride or drive the horse on a thoroughfare, unless that person does so under a permit or under the authority of a written law.

Division 2 – Alfresco dining

7.3 Alfresco dining without a permit

(1) Without a permit, a person may establish an alfresco dining area on a public place only if –

(a) the person is the proprietor of a registered food business; and

(b) the alfresco dining area is placed directly outside the registered food business and otherwise complies with the requirements of subclause (2).

(2) A person, when operating an alfresco dining area established under subclause (1), must –

(a) ensure that there is a relevant current public liability insurance policy, in relation to all liability arising from the use or occupation of the alfresco dining area, containing indemnity provisions noting the interests of the local government, for an amount of not less than $10 million;

(b) maintain a clear pedestrian access area of 2 metres in width adjacent to the building frontage, to provide for consistent unobstructed pedestrian access;

(c) place the alfresco dining area directly outside of the registered food business conducting the alfresco dining;

(d) maintain an area which is at least 0.6 metres in width adjacent to any kerb, free of alfresco dining furniture and structures;

(e) ensure that the alfresco dining area is no closer at any point than 2 metres away from a truncation, crossover or street corner;

(f) provide for access to sufficient sanitary and ablutionary conveniences as specified in the Building Code of Australia;

(g) operate the alfresco dining area only during the operating hours of the food business;

(h) ensure that the alfresco dining area is kept in a clean and tidy condition, including by maintaining the chairs, tables and other structures or equipment in the alfresco dining area in a good, clean and serviceable condition at all times;

(i) be solely responsible for all and any costs associated with the removal, alteration, repair, reinstatement or reconstruction of any part of the public place arising from the conduct of the alfresco dining area; and

(j) temporarily remove the alfresco dining area when requested to do so on reasonable grounds by an authorised person.

(3) An authorised person may give a notice in writing to a person operating an alfresco dining area established under subclause (1), requiring them to make good, within the time specified in the notice, any breach of subclause (2).

7.4 No smoking areas

If an alfresco dining area is established under clause 7.3 or if a permit is granted under this local law in respect of an alfresco dining area –

(a) the alfresco dining area is taken to be a no smoking area; and

(b) the permit holder must take reasonable steps to prevent the smoking of tobacco products or e-cigarettes in the alfresco dining area.

7.5 Removal of an unlawful alfresco dining area

(1) If an alfresco dining area is established or operated contrary to clause 7.3 or in contravention of the conditions of a permit –

(a) an authorised person may direct the proprietor or the permit holder (as the case may be) or any other person who appears to be involved in the operation of the alfresco dining area, to remove any tables, chairs, umbrellas or other structures or equipment; and

(b) if a direction given under paragraph (a) is not complied with, or if it is not practicable to give a direction under paragraph (a), any tables, chairs, umbrellas or other structures or equipment may be removed by an authorised person and impounded in accordance with the Act.

(2) A person who is given a direction under subclause (1) must comply with the direction.

Division 3 – Shopping trolleys

7.6 Shopping trolley to be marked

A retailer must clearly mark its name or its trading name on any shopping trolley made available for the use of customers.

7.7 Person not to leave trolley in unauthorised area

A person must not leave a shopping trolley on local government property or in a public place other than in an area set aside for the storage of shopping trolleys.

7.8 Retailer to remove abandoned trolley

(1) If a shopping trolley is found on local government property or in a public place, other than in an area set aside for the storage of shopping trolleys, an authorised person may advise (verbally or in writing) a retailer whose name is marked on the trolley of the location of the shopping trolley.

(2) A retailer must remove a shopping trolley within 24 hours of being so advised under subclause (1).

7.9 Retailer taken to own trolley

In the absence of any proof to the contrary, a shopping trolley is to be taken to belong to a retailer whose name is marked on the trolley.

Division 4 – Fencing

7.10 Public place – Item 4(1) of Division 1, Schedule 3.1 of Act

A public place, as that term is defined in clause 1.5, is specified as a public place for the purpose of item 4(1) of Division 1 of Schedule 3.1 of the Act.

Part 8 - Advertising signs

8.1 Interpretation

In this Part –

advertising sign means a sign used for the purpose of an advertisement or to draw attention to a product, business, person or event, and includes a garage sale sign or home open sign, but does not include a direction sign or an election sign;

direction sign means a sign that indicates the direction of a place, activity or event, but does not include a sign of the type erected or affixed by the local government or the Commissioner of Main Roads;

garage sale sign means a portable free standing sign used to direct persons to a garage sale at a residential premises;

home open sign means a portable free standing sign used to direct persons to a home for sale that is open for inspection by the public;

election sign means a sign that advertises any aspect of a forthcoming Federal, State or local government election; and

portable direction sign means a portable freestanding direction sign.

8.2 General prohibitions

(1) A person must not, on a thoroughfare, erect or place an advertising sign, direction sign or election sign –

(a) on a footpath;

(b) over a footpath where the resulting vertical clearance between a sign and a footpath is less than 2.5m;

(c) on or within 2m of a carriageway;

(d) in any other location where, in the opinion of an authorised person, the sign is likely to obstruct a line of sight along a throughfare or cause danger to a driver or other person using the thoroughfare; or

(e) on any natural feature, including a rock or tree on a throughfare, or on a bridge or a structural approach to a bridge.

(2) A person must not, without approval of the local government erect or place a sign purporting to be or resembling a sign erected or placed by the local government.

8.3 Signs requiring a permit

Subject to this Part, a person must not, without a permit –

(a) erect or place an advertising sign, direction sign or election sign on a throughfare; or

(b) post any bill or print, place or affix any advertisement on a thoroughfare.

8.4 Matters to be considered in determining a permit

In determining an application for a permit for the purposes of clause 8.3, the local government is to have regard to –

(a) any other written law regulating the erection or placement of an signs or advertisements within the district;

(b) the dimensions of the sign or advertisement;

(c) whether or not the sign or advertisement may create a hazard to a person using a throughfare;

(d) other signs or advertisements already approved or erected in the vicinity of the proposed location of the sign;

(e) the amount of the public liability insurance cover, if any, to be obtained by the applicant; and

(f) any other matter it considers to be relevant.

8.5 Signs not requiring a permit

An advertising sign, direction sign or election sign does not require a permit if it is –

(a) a sign erected on a thoroughfare by the local government or under the direction of the local government;

(b) a sign erected by an authority lawfully empowered to do so;

(c) a portable direction sign placed on a verge if the sign –

(i) does not exceed 0.5m in height or 0.5m^2 in area;

(ii) is placed or erected on the verge only on an infrequent or occasional basis; and

(iii) is placed or erected on a verge only during the hours of the activity or event to which it relates;

(d) an advertisement sign for a business, placed on a verge, if –

(i) the sign does not exceed 0.5m in height or 0.5m^2 in area;

(ii) the sign is erected or placed only on the verge immediately adjacent to a building from which the advertised business operates;

(iii) the sign is removed each day at the close of trading and is not erected until the business next opens for trading; and

(iv) no more than one sign is erected or placed on a verge to advertise any one business;

(e) a home open sign or garage sale sign, placed on a verge, if –

(i) the sign does not exceed 0.5m in height or 0.5m^2 in area;

(ii) the sign is placed or erected on the verge on the day of the garage sale or home open and is removed from the verge by no later than 7:30pm on the day of the garage sale or home open;

(iii) in the case of a home open sign only, the sign is placed with the name of the real estate agency and property address of the home open; and

(iv) no more than 3 signs are erected or placed on verges or any individual home open or garage sale;

(f) an election sign, placed on a verge if the sign –

(i) complies with the requirements of item 9, clause 61, Part 7, Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015*;

(ii) is no greater than 4m^2 in area;

(iii) the sign is placed or erected at least 30m away from an intersection;

(iv) the sign is placed or erected at least 100m away from any works on the throughfare;

(v) the sign is freestanding and not affixed to any existing sign, post, power, light pole or other similar structure; and

(vi) it is capable of being read on its own, and does not display only part of the message that is to be read with other signs in order to obtain the whole message.

8.6 Conditions where permit not required

An advertising sign, direction sign or election sign that does not require a permit –

(a) must be securely installed and not readily moveable by wind;

(b) must not be illuminated or incorporate reflected or fluorescent materials; and

(c) must be maintained in a good condition.

8.7 Signs to be marked

An advertising sign, direction sign or election sign that is placed or erected in or on a throughfare must be clearly marked with the name of the person, organisation or business that erected or placed the advertising sign.

8.8 Deemed ownership

In the absence of proof to the contrary, an advertising sign, direction sign or election sign is to be taken to belong to the person, organisation or business whose name is marked on the advertising sign.

8.9 Impounding

An advertising sign, direction sign or election sign that contravenes a provision of this Part may be removed, impounded or disposed of in accordance with Subdivision 4 of Division 3 of Part 3 of the Act and regulation 29 of the Regulations.

Part 9 - Permits

Division 1 – Applying for a permit

9.1 Application for permit

(1) A person who is required to obtain a permit under this local law must apply for the permit in accordance with subclause (2).

(2) An application for a permit under this local law must –

(a) be in the form determined by the CEO;

(b) be signed by the applicant;

(c) provide the information required by the form; and

(d) be forwarded to the local government together with any fee imposed by the local government under sections 6.16 to 6.19 of the Act.

(3) Before determining an application for a permit, the local government may require the applicant –

(a) within a specified period of no more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application; and/or

(b) to consult with nearby owners and/or occupiers, or other persons specified in the request, and to advise those persons that they may, within 14 days of receiving that advice, make submissions to the local government on the application.

(4) The local government may refuse to consider an application that is not in accordance with subclause (2) or if the applicant does not comply with a request under subclause (2) within the prescribed time.

(5) A person must not make a false or misleading statement in connection with an application in respect of a permit.

9.2 Determining an application

(1) The local government may –

(a) approve an application unconditionally or subject to conditions; or

(b) refuse to approve an application.

(2) A decision under subclause (1) must be made within 90 days of the applicant satisfying the requirements of clause 9.1(2) and any request made under clause 9.1(3).

(3) If a decision under subclause (1) is not made within that period of 90 days, the application is taken to have been refused and any fee payable under clause 9.1(2)(d) is to be refunded to the applicant.

(4) If an application is approved, the local government is to issue to the applicant a permit in the form determined by the CEO.

(5) If an application is refused, the local government is to give written notice of that refusal to the applicant and the reasons for its decision.

(6) Where a clause of this local law refers to conditions that may be imposed on a permit, the clause does not limit the power of the local government to impose other conditions of the permit under subclause (1)(a) or Division 2.

9.3 General restrictions on grant of permit

(1) The local government must not grant a permit if there are reasonable grounds for believing that the carrying on of the activity to which the application relates would constitute an unacceptable risk to the safety of the public.

(2) The local government must not grant a permit unless the local government is satisfied that –

(a) the applicant is capable of carrying on the activity in accordance with this local law and the conditions of the permit;

(b) the local government property or thoroughfare at which the activity is to be carried on is suitable for that purpose;

(c) a permit or similar authority granted or issued to the applicant has not been cancelled in the period of 5 years before the application is made; and

(d) the applicant is a fit and proper person to carry on the activity.

9.4 Relevant considerations

(1) In determining an application for a permit, the local government is to have regard to –

(a) the reasons and justification provided in the application

(b) the desirability of the proposed activity;

(c) the likelihood of the activity causing a nuisance, inconvenience or annoyance to an occupier or nearby premises;

(d) the location of the proposed activity, including safety and health requirements, and the character and function of the location;

(e) any relevant local government policies;

(f) the Competition Principles Agreement;

(g) any submission received under clause 9.1(3)(b) within the time specified; and

(h) any other factor that the local government considers relevant in the circumstances of the particular application.

(2) The local government may refuse to approve an application for a permit on any one or more of the following grounds –

(a) the application is inconsistent with a local government policy or would result in an activity being carried out contrary to this local law or any other written law;

(b) the applicant has committed a breach of this local law or of any other written law relevant to the activity in respect of which the permit is sought;

(c) the applicant is not a fit and proper person to hold the permit;

(d) the applicant is insolvent or under administration;

(e) the activity may result in traffic or pedestrian safety being adversely impacted;

(f) the activity is not in keeping with the surrounding land uses; or

(g) any other ground that the local government considers relevant.

Division 2 – Conditions

9.5 Examples of conditions – generally

Examples of the conditions that the local government may impose on a permit are conditions relating to –

(a) the payment of a fee;

(b) compliance with a local government standard or a policy;

(c) the commencement and duration of the permit;

(d) the commencement of the permit being contingent on the happening of an event;

(e) the rectification, remedying or restoration of a situation or circumstance reasonably related to the application;

(f) the approval of another application for a permit which may be required by the local government under any written law;

(g) the area of the district to which the permit applies;

(h) where a permit is issued for an activity which will or may cause damage to local government property or a public place, the payment of a deposit or bond against the damage;

(i) the obtaining of public risk insurance, in the names of both the local government and the permit holder, for an amount and on terms reasonably required by the local government; and

(j) the provision of an indemnity from the permit holder indemnifying the local government in respect of any injury to a person or any damage to any property that may occur in connection with the use of the local government property or thoroughfare in carrying out the activity to which the permit relates.

9.6 Examples of hiring conditions

Examples of the conditions that the local government may impose on a permit to hire local government property are conditions relating to –

(a) when fees and charges are to be paid;

(b) payment of a bond against possible damage or cleaning expenses or both;

(c) restrictions on the erection of material or external decorations;

(d) rules about the use of furniture, plant and effects;

(e) limitations on the number of persons who may attend a function in or on local government property;

(f) the duration of the hire;

(g) the right of the local government to cancel a booking during the course of an annual or seasonal booking, if the local government sees fit;

(h) a prohibition on the sale, supply or consumption of liquor unless a liquor licence is first obtained for that purpose under the Liquor Control Act;

(i) whether or not the hire is for the exclusive use of the local government property; and

(j) the obtaining of a policy of insurance in the names of both the local government and the hirer, indemnifying the local government in respect of any injury to any person or any damage to any property which may occur in connection with the hire of the local government property by the hirer.

9.7 Examples of trading conditions

Examples of the conditions that the local government may impose on a permit to conduct trading, conduct or set up a market, to conduct a function, public event or undertake promotional activity, or to conduct an entertainment event, on local government property or a thoroughfare are conditions relating to –

(a) the days and hours during which the permit holder may do the activity;

(b) the nomination of assistants, nominees or substitutes for the permit holder;

(c) the number, type, form and construction, as the case may be, of any stand, table, structure or vehicle which may be used in conducting the activity;

(d) the goods or services in respect of which the permit holder may trade or conduct or set up a market;

(e) the number of persons and the names of persons permitted to conduct the activity;

(f) any prohibitions or restrictions concerning –

(i) the causing or making of any noise or disturbance which is likely to be a nuisance to persons in the vicinity of the permit holder;

(ii) the use of amplifiers, sound equipment and sound instruments;

(iii) the use of dangerous implementations and materials;

(iv) the use of signs; and

(v) the use of any lighting apparatus or device;

(g) the manner in which the permit holder's name and other details of a valid permit are to be displayed;

(h) the care, maintenance and cleansing of any structure used in connection with the activity, and the placement of any structure;

(i) the vacating of the place of the activity when the activity is not being carried on; and

(j) the designation of a place where the activity is wholly, or from time to time, prohibited by the local government.

9.8 Examples of advertising conditions

Examples of the conditions that the local government may impose on a permit to advertise on local government property, or to erect or place an advertising sign, direction sign or election sign on a throughfare, are conditions relating to –

(a) the location, number, size, type, form or construction, of the advertisement or sign;

(b) the days and hours during which the advertisement or sign might be placed, erected or displayed;

(c) securing the sign in position in accordance with any requirements of the local government;

(d) placing the sign so as not to obstruct or impede –

(i) the reasonable use of a thoroughfare;

(ii) the vision of a driver of a vehicle entering or leaving a thoroughfare or crossing; or

(iii) access to a place by any person; and

(e) a requirement to maintain the advertisement or sign in good condition.

9.9 Imposing conditions under a policy

(1) In this clause –

policy means a local government policy adopted by the Council under section 2.7 of the Act containing conditions subject to which an application for a permit may be approved under clause 9.2.

(2) Under clause 9.2(1)(a) the local government may approve an application subject to conditions by reference to a policy.

(3) The local government must give to the permit holder a copy of the policy or, at the discretion of the local government, the part of the policy which is relevant to the application for a permit, with the form of permit referred to in clause 9.2(4).

(4) An application for a permit is not to be taken to have been approved subject to the conditions contained in a policy until the local government gives the permit holder a copy of the policy or the part of the policy which is relevant to the application.

(5) Sections 5.94 and 5.95 of the Act apply to a policy and, for that purpose, a policy is deemed to be information within section 5.94(u)(i) of the Act

9.10 Compliance with and variance of conditions

(1) Where a permit is issued subject to conditions, the permit holder must comply with each of the conditions.

(2) The local government may, at any time, amend a condition of a permit and the amended condition takes effect –

(a) 14 days after written notice of it is given to the permit holder; or

(b) if a later date is specified in the written notice, on the later date.

(3) A permit holder who does not comply with a condition of the permit commits an offence.

Division 3 – General

9.11 Duration of a permit

Unless otherwise specified as a condition of the permit, a permit commences on the date of issue until the earlier of –

(a) the expiry date, if any, specified in the permit;

(b) the date that the permit is cancelled under this Division; or

(c) the date that the permit is surrendered under this Division.

9.12 Renewal of permit

(1) A permit holder may apply to the local government for the renewal of the permit.

(2) An application for renewal must –

(a) be in the form determined by the CEO;

(b) be signed by the permit holder;

(c) provide the information required by the form;

(d) be forwarded to the local government no later than 28 days before the expiry of the permit, or within a shorter period that the local government in a particular case permits; and

(e) be accompanied by any fee imposed by the local government under sections 6.16 to 6.19 of the Act.

(3) The provisions of this Part that apply to an application for a permit also apply to an application for the renewal of a permit as though it were an application for a permit.

9.13 Transfer of a permit

(1) An application for the transfer of a permit from the permit holder to another person (transfer application) must be –

(a) made in the form determined by the CEO;

(b) made by the person applying to have the permit transferred to them;

(c) made with the written consent of the permit holder; and

(d) lodged with the local government together with the fee for the transfer application.

(2) Before determining a transfer application, the local government may request the applicant, within a specified period of not more than 21 days, to provide any further or other information that the local government considers necessary for it to consider the application.

(3) The local government may refuse to consider a transfer application that is not in accordance with subclause (1) or if the applicant does not comply with a request under subclause (2) within the specified time.

(4) The local government may, in respect of a transfer application –

(a) approve the transfer application subject to any conditions it considers appropriate; or

(b) refuse to approve the transfer application.

(5) A decision under clause subclause (4) must be made within 90 days of the applicant satisfying the requirements of subclause (1) and any request made under subclause (2).

(6) If a decision under subclause (4) is not made within that period of 90 days, the transfer application is taken to have been refused and any fee payable under subclause (1)(d) is to be refunded to the applicant.

(7) If the local government approves a transfer application –

(a) it must give the applicant a licence in the form determined by the CEO;

(b) the applicant becomes the licensee –

(i) on the date as specified on the licence; or

(ii) if no date is specified on the licence, on the date that the licence was given to the applicant under subclause (7)(a).

(c) the local government is not required to refund any part of any fee paid by the former permit holder.

(8) If the local government refuses to approve a transfer application, it must give the applicant written notice of its decision and of the reasons for its decision.

9.14 Suspension of a permit

(1) The local government may, by written notice given to the permit holder (**suspension notice**), suspend a permit if the local government has reasonable grounds to believe that –

(a) the permit holder has contravened a term or condition of the permit;

(b) the permit holder has contravened a provision of this local law; or

(c) the continued carrying on of the activity authorised by the permit constitutes or will constitute an unacceptable risk to the safety of the public.

(2) The suspension notice must –

(a) state the day, or the day and time, on or at which the suspension takes effect;

(b) state the reasons for the local government's decision to suspend the permit; and

(c) where appropriate, indicate what steps need to be taken, and when those steps need to be taken, to ensure that there is compliance with the relevant provision, term or condition or that there is no longer a risk as described in subclause (1)(c).

9.15 Revocation of suspension

(1) The local government must, by written notice given to the permit holder, revoke the suspension of a permit if the local government is satisfied that the steps specified in the suspension notice have been taken within the time specified in the suspension notice.

(2) The local government may, by written notice given to the permit holder, revoke the suspension of the permit if the local government considers that it is appropriate to do so in the circumstances of a particular case.

9.16 Period of suspension

The suspension of a permit has effect on the day, or the day and time, specified in the suspension notice until one of the following happens –

(a) the suspension is revoked under clause 9.15;

(b) the permit is cancelled under clause 9.17 or expires; or

(c) the permit is surrendered under clause 9.18.

9.17 Cancellation of permit

(1) The local government may, by a written notice given to the permit holder (**cancellation notice**), cancel a permit if the local government has reasonable grounds to believe that –

(a) the permit was obtained improperly by including false or misleading information;

(b) the permit holder has persistently or frequently contravened a term or condition of the permit, or a provision of this local law, whether or not the permit is or has been suspended on the grounds of a contravention;

(c) the permit has been suspended and the time specified in the suspension notice for taking the required steps has expired;

(d) the permit holder has not complied with a written law which relates to the activity to which the permit applies;

(e) the permit holder has attempted or purported to transfer or assign the permit without the approval of the local government;

(f) a law is amended or repealed in a manner that is inconsistent with the conditions of the permit and which renders the permit invalid, effective or contrary to law; or

(g) there are reasonable grounds for believing that the continued carrying on of the activity constitutes or would constitute an unacceptable risk to the safety of the public, whether or not the permit has been suspended on the grounds of that risk.

(2) The cancellation notice must –

(a) state the day, or the date and time, on or at which the termination takes effect; and

(b) state the reasons for the local government's decision to cancel the permit.

(3) If a permit is cancelled, no part of the fee paid for the permit is refundable.

9.18 Surrender of permit

A permit holder may, at any time by notice in writing to the local government, surrender the permit.

Division 4 – Responsibilities of permit holders and others

9.19 Production of permit

A permit holder must produce to an authorised person their permit immediately after being required to do so by that authorised person.

9.20 Other responsibilities of permit holder

A permit holder must, in respect of local government property or a thoroughfare to which the permit relates –

(a) ensure that an authorised person has unobstructed access to the local government property or thoroughfare for the purpose of inspecting the property or enforcing a provision of this local law;

(b) comply with a direction from an authorised person to take the action specified in the direction for the purpose of maintaining public safety;

(c) leave the local government property or thoroughfare in a clean and tidy condition after its use;

(d) report any damage or defacement of the local government property or thoroughfare to the local government; and

(e) take reasonable action to prevent the consumption of any liquor on the local government property or thoroughfare unless the permit allows it and a licence has been obtained under the Liquor Control Act for that purpose.

9.21 Return or destruction of permit document if permit no longer in effect

If a permit –

(a) has expired or has not been renewed;

(b) has been suspended or cancelled; or

(c) has been surrendered,

the person who was the permit holder must, as soon as practicable after the expiry, suspension, cancellation or surrender –

(d) return the permit document to the local government; or

(e) except where the permit has been suspended, destroy the permit document.

Part 10 - Objection and review

10.1 Objection and review rights

Division 1 of Part 9 of the Act and regulation 33 of the Regulations apply to a decision of the local government –

(a) to refuse to grant an approval, permit or exemption;

(b) to vary, suspend or cancel an approval, permit or exemption;

(c) to impose or amend a condition of an approval, permit or exemption; and

(d) to refuse to renew or transfer a permit.

Part 11 - Enforcement

Division 1 – General powers

11.1 Authorised person to be obeyed

A person on local government property or a thoroughfare –

(a) must obey a lawful direction of an authorised person; and

(b) must not obstruct or hinder the authorised person in the execution of their functions.

11.2 Refusal of entry

(1) An authorised person may refuse to allow entry, or suspend admission, to any local government property to any person whom the authorised person reasonably suspects has behaved in a manner contrary to the provisions of this local law.

(2) A refusal or suspension under subclause (1) can be for any period of up to 12 months as determined by an authorised person.

(3) Subclause (1) does not apply to a venue where meetings of the Council or a Committee are held.

11.3 Direction to leave

An authorised person who reasonably suspects that a person has contravened a written law in respect of local government property or a public place, may direct the person to leave the local government property or public place.

11.4 Disposal of lost property

An article left on local government property or a thoroughfare that is not claimed within a period of 3 months may be disposed of by the local government in any manner it thinks fit.

Division 2 – Notices

11.5 Notice to reinstate or replace property or thoroughfare which is damaged

If a person unlawfully damages local government property or a thoroughfare, the local government may, by notice in writing to the person, require the person within the time specified in the notice to, at the option of the local government, pay the costs of –

(a) reinstating the property or thoroughfare to the state it was in prior to the occurrence of the damage; or

(b) replacing that property or part of the thoroughfare.

11.7 Notice to repair damage to thoroughfare

If a portion of a thoroughfare has been damaged, the local government may, by notice in writing to the person, within the time specified in the notice, require the person to repair or replace that portion of the thoroughfare.

11.8 Notice to remove thing placed on thoroughfare

If any thing is placed on a thoroughfare contrary to this local law, the local government may give a notice in writing to –

(a) the owner or the occupier of the lot which abuts that portion of the thoroughfare where the thing has been placed; or

(b) such other person who may be responsible for the thing being so placed,

requiring the relevant person, within the time specified in the notice, to remove the thing.

11.9 Local government undertaking work required by a notice

(1) This clause applies in respect of notice given under this Division or subclause 5.36(2) of this local law.

(2) If a person fails to comply with a notice referred to in subclause (1), the local government may, subject to compliance with the requirements of Subdivision 3 of Division 3 of Part 3 of the Act, do anything that the local government considers necessary to achieve, so far as is practicable, the purpose for which the notice was given.

(3) The local government may recover the cost of anything it does under subclause (2) as a debt due from the person who failed to comply with the notice.

Division 3 – Offences

11.10 Offences and general penalty

(1) A person who –

(a) fails to do anything required or directed to be done under this local law;

(b) fails to comply with a notice issued to the person under this local law; or

(c) does an act or omits to do an act contrary to this local law,

commits an offence.

(2) A person who commits an offence under this local law is liable, on conviction –

(a) to a penalty not exceeding $10,000; and

(b) if the offence is a continuing offence, to an additional penalty not exceeding $500 for each day or part of a day during which the offence has continued.

Division 4 – Prescribed offences

11.11 Prescribed offences and modified penalties

(1) An offence against a clause specified in Schedule 1 is a prescribed offence for the purposes of section 9.16(1) of the Act.

(2) In accordance with section 9.16 of the Act, an authorised person who has reason to believe that a person has committed an offence against this local law may, within 28 days after the alleged offence is believed to have been committed, give an infringement notice to the alleged offender.

(3) In accordance with section 9.17 of the Act, a person who does not contest an allegation that they have committed the offence against this local law may, within the time specified in an infringement notice or within such further time as may, in any particular case, be allowed by the CEO, pay the modified penalty for that offence which, in accordance with section 9.21 of the Act, has the effect of preventing the local government from commencing a prosecution for the alleged offence.

(3) The amount of the modified penalty for a prescribed offence is that specified adjacent to the clause in Schedule 1 –

(a) in the case of a first offence the modified penalty will be that prescribed in column 4 of that Schedule; and

(b) in the case of a subsequent offence the modified penalty will be that prescribed in column 5 of that Schedule.

(4) Provisions relating to modified penalties in general are contained in Subdivision 2 of Division 2 of Part 9 of the Act.

11.12 Form of infringement notices

For the purposes of this local law –

(a) the form of the infringement notice that may be given under section 9.16 of the Act is that of Form 2 in Schedule 1 of the Regulations; and

(b) the form of the notice referred to in section 9.20 of the Act to withdraw an infringement notice is that of Form 3 in Schedule 1 of the Regulations.

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Schedule 1 - Prescribed offences

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
1.	2.4	Failure to comply with a determination	$250	$500
2.	3.1	Behaving in a way that interferes with others	$250	$500
3.	3.2	Behaving in a way that is detrimental to local government property	$500	$750
4.	3.3	Taking or injuring fauna on local government property	$250	$500
5.	3.4	Removing or damaging flora on local government property	$250	$500
6.	3.5	Unauthorised entry during function on local government property	$250	$500
7.	3.6	Unauthorised entry to fenced or closed local government property	$250	$500
8.	4.1	Failure to obtain a permit	$250	$500
9.	4.2	Unauthorised use of umbrella or temporary shade structure on local government property	$250	$500
10.	4.3	Consuming food or drink in prohibited area	$250	$500
11.	4.4(2)	Failure to comply with a sign specifying condition of use	$250	$500
12.	5.2	Unlawful bathing in waterway	$250	$500
13.	5.3	Unlawful fishing in waterway	$250	$500
14.	5.4	Cleaning of vessel below waterline	$250	$500
15.	5.5	Bringing vessel with tributyltin into waterway or mooring envelope	$500	$750
16.	5.6	Unlawful storage of fuel	$250	$500
17.	5.7(3)	Failure to maintain waterway edge wall	$500	$750
18.	5.7(4)	Failure to maintain depression	$250	$500
19.	5.9	Failure to use and maintain mooring lines sufficient for vessel	$250	$500
20.	5.10	Failure to comply with written direction to replace mooring lines	$250	$500
21.	5.11	Mooring a vessel so as to cause an obstruction	$500	$750
22.	5.15(a)	Contravening a direction on a sign	$250	$500
23.	5.15(b)	Entering temporarily closed area	$250	$500
24.	5.15(c)	Failure to comply with a direction	$250	$500
25.	5.15(d)	Unlawful interference with life saving equipment	$250	$500
26.	5.16	Unlawful shark fishing	$250	$500
27.	5.20	Unlawful landing, entering or use of jetty	$250	$500
28.	5.21(2)	Failure to comply with direction	$250	$500
29.	5.22	Improper mooring to public jetty	$250	$500
30.	5.23	Unlawful mooring to public jetty	$250	$500
31.	5.24	Mooring of oversized vessel to public jetty	$250	$500
32.	5.25	Failure to remove moored vessel from public jetty on direction of authorised person	$250	$500
33.	5.26	Launching of vessel without approval	$250	$500
34.	5.27	Unlawful loading or discharging cargo	$250	$500
35.	5.28	Unlawful storing of cargo on public jetty	$250	$500
36.	5.29	Failure to remove cargo from public jetty	$250	$500

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
37.	5.30	Failure to remove cargo on direction of authorised person	$250	$500
38.	5.31	Depositing bulk cargo on a public jetty without consent	$250	$500
39.	5.32	Unlawful fishing from jetty	$250	$500
40.	5.33	Failure to maintain private jetty	$500	$750
41.	5.34	Unlawful mooring or dry docking between jetty and waterway edge wall	$500	$750
42.	6.1(a)(i)	Planting in a thoroughfare a plant that causes a hazard	$250	$500
43.	6.1(a)(ii)	Planting in a thoroughfare a plant that obstructs a line of sight	$250	$500
44.	6.1(b)	Unlawful damage or interference with a lawn or garden on a thoroughfare	$250	$500
45.	6.1(c)	Unlawful damage, removal, poisoning or other interference with tree on throughfare	$250	$500
46.	6.1(d)	Obstructing or causing a hazard on a thoroughfare	$250	$500
47.	6.1(e)	Unlawful damage, removal or other interference with a thoroughfare	$250	$500
48.	6.1(f)	Creating a nuisance on a thoroughfare	$250	$500
49.	6.2(1)	Failure to obtain a permit	$250	$500
50.	6.4(1)	Installation of verge treatment other than permissible verge treatment	$250	$500
51.	6.5	Failure to comply with obligations in respect of permissible verge treatment	$250	$500
52.	6.8(1)	Failure to obtain permit for temporary crossing	$250	$500
53.	6.8(2)	Failure to maintain temporary crossing	$250	$500
54.	6.9(1)	Failure to remove redundant crossing and reinstate area	$250	$500
55.	6.11(1)	Failure to display and maintain street number	$250	$500
56.	6.12(1)	Driving or taking a vehicle on a closed thoroughfare	$250	$500
57.	6.15	Failure to comply with notice to rectify breach	$250	$500
58.	7.1(1)	Leaving an animal in a public place so as to cause an obstruction	$250	$500
59.	7.2(2)(a)	Allowing animal on public place when not led, ridden or driven	$250	$500
60.	7.2(2)(b)	Allowing animal with contagious or infectious disease to be led, ridden or driven in public place	$250	$500
61.	7.2(2)(c)	Training or racing animal in a public place	$250	$500
62.	7.2(3)	Unlawful leading, driving or riding of horse on a thoroughfare	$250	$500
63.	7.3(1)	Unlawful establishment of alfresco dining area	$500	$750
64.	7.3(2)	Operating an alfresco dining area otherwise than in accordance with requirements	$500	$750
65.	7.4(b)	Failure to take reasonable steps to prevent the smoking of tobacco products or e-cigarettes in alfresco dining area	$250	$500i
66.	7.5(2)	Failure to comply with a direction	$250	$500
67.	7.6	Failure to mark name on shopping trolley	$250	$500

Item no.	Clause no.	Description	Modified penalty	Modified penalty – subsequent offence
68.	7.7	Leaving a shopping trolley in an unauthorised area	$250	$500
69.	7.8(2)	Failure to remove a shopping trolley within 24 hours	$500	$750
70.	8.2	Erecting or placing sign contrary to requirements	$250	$500
71.	8.3(a)	Erecting or placing an sign on a thoroughfare without a permit	$250	$500
72.	8.3(b)	Posting, placing or affixing an advertisement on a thoroughfare without a permit	$250	$500
73.	8.6	Failure to comply with conditions to erect sign without a permit	$250	$500
74.	8.7	Failure to mark name on sign	$250	$500
75.	9.1(5)	Providing false or misleading statement in connection with permit application	$250	$500
76.	9.10	Failure to comply with permit conditions	$250	$500
77.	9.20	Failure to comply with responsibilities of permit holder	$250	$500
78.	11.1(a)	Failure to comply with a direction	$250	$500
79.	11.1(b)	Obstruction of authorised person	$250	$500
80.	11.3	Failure to comply with direction to leave	$250	$500
81.		Each other offence not specified	$250	$500

_____

Schedule 2 - Determinations

[Clause 2.1]

The following determinations are to be taken to have been made by the local government under clause 2.1.

Part 1 – Preliminary

1.1 Definition

In these determinations –

local law means the *City of Cockburn Public Places Local Law 2025* made by the local government.

1.2 Interpretation

Where a term is used but not defined in a determination and that term is defined in this local law then the term is to have the meaning given in this local law.

Part 2 – Activities that may be pursued on specified local government property

2.1 Horse exercise area

Horses may be led, ridden or exercised on Reserve 24787, known as CY O'Connor Reserve, from 4:00am to 8:00am any day of the week.

2.2 Children's playgrounds

(1) The local government may set aside a public reserve or any portion of a public reserve as a children's playground.

(2) The local government may limit the ages of persons who are permitted to use a children's playground and may erect a sign under clause 2.3 of this local law to that effect on or in the immediate vicinity of the playground.

(3) A person over the age specified on that sign, other than a person having the charge of a child or children in the playground, must not use a playground or interfere with the use by children of the playground.

Part 3 – Activities prohibited on specified local government property

3.1 Animals

Unless authorised by a written law, or by a permit or determination, a person must not tether an animal to a tree, shrub, tree guard, wall or fence or permit an animal to enter on local government property.

3.2 Vehicles

(1) Unless authorised by a permit or determination, a person must not take a vehicle, or cause a vehicle to be taken, onto or driven on local government property unless –

(a) subject to subclause (3), the local government property is clearly designated as a road, access way or car park;

(b) the vehicle is driven by a local government employee, authorised person or contractor engaged by the local government, who is engaged in –

(i) providing a service or making a delivery in connection with the local government property; or

(ii) maintaining the local government property;

(c) the person is driving an emergency vehicle in the course of the person's duties; or

(e) the vehicle is a motorised wheelchair, and the driver of the vehicle is a disabled person.

(2) A person must not drive a vehicle or allow a vehicle to be driven on local government property at a speed exceeding 10 kilometres per hour or as otherwise indicated by a sign, or in such a manner as to cause danger to any person.

(3) Other than in accordance with paragraphs (b), (c) or (e) of subclause (1), a person must not drive a vehicle on local government property that is being used for a function for which a permit has been obtained unless permitted to do so by the permit holder or an authorised person.

3.3 Motorised model aeroplanes, vessels or drones

A person must not use, launch or fly a motorised model aeroplane, helicopter, toy, ship, glider, rocket or drone that is propelled by mechanical, hydraulic, combustion or pyrotechnic means on or from local government property except in accordance with a permit or determination that specifies that particular local government property.

3.4 Launching and retrieval of vessels

A person must not take a vessel onto, launch a vessel from, or retrieve a vessel on, local government property except in accordance with a permit or determination that specifies that particular local government property unless –

(a) the person is –

(i) a local government employee or authorised person; or

(ii) a contractor engaged by the local government and who is engaged in –

(A) providing a service or making a delivery in connection with the local government property; or

(B) maintaining the local government property;

(b) the person is in charge of a vessel engaged in rescue services or dealing with an emergency; or

(c) the local government property is a vessel ramp that is delineated by a sign to that effect.

3.5 Golf

A person must not play or practise golf on local government property except on a reserve set aside by the local government as a golf course.

3.6 Archery, pistol or rifle shooting

A person must not play or practise archery or pistol or rifle shooting on local government property except on land which is reserved by the local government for that purpose, or as otherwise permitted by a permit or determination.

3.7 Other projectiles

A person must not use on, or take on to, local government property, a spear gun, hand spear, gidgie or similar device unless permitted by a permit or determination.

3.8 Bicycles etc.

A person must not, on local government property, use or ride a bicycle or wheeled recreational device, skateboard, or sand board –

(a) inside, or on the curtilage to, a building;

(b) on a golf course, except to the extent permitted by a permit or determination;

(c) in or on a lakebed or waterway; or

(d) on a public jetty.

3.9 Smoking

(1) In this clause –

premises means a building, stadium or similar structure but not an open space such as a park or playing field.

(2) Unless authorised by a written law, a person must not –

(a) smoke a tobacco product or e-cigarette in, or within 5m of, an entrance, exit or aperture to premises on local government property; or

(b) smoke a tobacco product or e-cigarette within 10m of an air intake for air conditioning equipment that is in or on premises on local government property.

3.10 Sand dunes

A person must not traverse sand dunes except along a pathway designated by a sign or fence for the purpose.

———

Dated this of 2026.

The Common Seal of the City of Cockburn was affixed by authority of a resolution of the Council in the presence of –

……
LOGAN K HOWLETT
MAYOR

……
DANIEL SIMMS
CHIEF EXECUTIVE OFFICER

15.2 Audit Risk and Improvement Committee Meeting – 25/11/2025

15.2.1 Financial Management Review (FMR)

Executive	Director Corporate and System Services
Author	Service Manager Strategic Finance
Attachments	1. Financial Management Review (FMR) Report - FY25 ⇩

Officer Recommndation/Committee Recommendation

That Council RECEIVES the Financial Management Review (FMR) report for FY25 as attached.

Background

In accordance with Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996, the Chief Executive Officer (CEO) is required to conduct regular reviews of the appropriateness and effectiveness of the financial management systems and procedures established under Regulation 5(1).

These reviews are required at least once every three financial years. The City last completed a review, which was reported to Council, in September 2022.

To ensure a thorough and independent process, Macri Partners has been engaged to carry out the current Financial Management Review (FMR) on behalf of the CEO.

Macri Partners was engaged to undertake the current Financial Management Review (FMR) on behalf of the CEO.

Macri Partners is a WALGA listed supplier for audit services with substantial experience in completing FMR engagements for local governments across the state.

While Macri Partners was not the City's previous FMR reviewer, they are a former external auditor of the City and continue to provide audit services for the City's deferred pensioner balances and grant acquittals.

Submission

N/A

Report

The objective of this audit was to provide independent assurance to help the City's CEO meet statutory responsibilities under Regulation 5(2)(c) of the Local Government (Financial Management) Regulations. This regulation requires regular reviews to ensure the City's financial management systems and procedures are both appropriate and effective.

The CEO is required to ensure these systems and procedures are appropriate and effective in fulfilling the City's financial management obligations. These duties include:

- Collection of money owed
- Custody and security of money and investments held
- Rates
- Maintenance and security of financial records
- Accounting and controls for revenue and expenses
- Accounting and controls for assets and liabilities
- Authorisation of purchases
- Authorisation of payments
- Borrowings
- Maintenance and processing of payroll
- Stock controls and costing records
- Record keeping for financial records
- Preparation of budgets and budget reviews
- Preparation of financial reports.

The outcomes of the FMR provide the CEO with independent assurance regarding the effectiveness of the City's financial management control environment, for which the CEO holds ultimate responsibility, and identifies any gaps or opportunities to enhance the City's financial management systems and procedures.

Key Audit Results

22 financial management areas in total were examined during the conduct of the review, covering financial systems and processes over the period 1 July 2024 to 30 June 2025:

- Bank reconciliations and petty cash
- Investments of surplus funds
- Trust funds
- Receipts and receivables
- Rates
- Fees and charges
- Purchases, payments and payables (including purchase orders)
- Payroll
- Registers (including annual and primary returns)
- Audit committee
- Storage of documents/record keeping
- Credit card procedures
- Fixed assets (including acquisition and disposal of property)
- Cost and administration overhead allocations
- Minutes and meetings
- Budget
- Financial reports
- General journals
- Information Technology
- Delegations
- Insurance
- General compliance and other matters

As part of the review, the following five key areas were identified with specific matters requiring improvement:

- Purchase of Goods and Services - (1 Minor and 1 Moderate)
- Sundry debtors - (1 Minor and 2 Moderate)
- Payroll – (4 Minor and 3 Moderate)
- Information and technology systems (IT) - (1 Moderate)
- Minor general compliance and other related matters - (2 Minor).

The findings will be monitored with appropriate actions implemented to address identified risks, as detailed in the table below with accompanying management comments:

Area	Rating	Matters Identified / Recommendations
Purchase of Goods and Services	Minor	Testing of procurement transactions during the financial year identified one instance, from a sample of 20, where the purchase order was issued after the supplier invoice date. **Recommendation** Purchase orders should always be approved for all applicable items prior to ordering goods or services. **Management Comments** Software renewal invoices do not require a purchase order to facilitate payment although can be utilised at the officer's discretion.
Purchase of Goods and Services	Moderate	A review of 20 payment transactions identified four instances where the same staff member both authorised the purchase order and acknowledged the receipt of goods or services. It was noted that the City's control environment permits authorising officers to process the receipt of goods or services on the relevant purchase orders. **Recommendation** Management should review these transactions and other similar transactions to ensure their authenticity. Also the City should implement documented procedures to ensure appropriate segregation of duties, particularly between authorisation of purchase order and acknowledgement of receipt of goods/services **Management Comments** Requisitions are audited on a weekly basis by a Procurement Officer. If non-compliance is identified this is recorded, stored in the City Records Management System (CiAnywhere - ECM) and reviewed by management monthly. The City's Procurement Policy, procedures, and processes permit officers with procurement responsibilities to raise requisitions and to undertake the goods receipt action independently. Receipting and invoices are reviewed at the time of matching by the Accounts Payable Team.

Area	Rating	Matters Identified / Recommendations
Sundry Debtors	Minor	The Sundry Debt Recovery Procedures were scheduled for review by 1 September 2021, however, no documentary evidence was available to confirm that the review had been completed. Management advised that the procedures are subject to periodic internal review and remain fit for purpose, continuing to support the effective management of sundry debtor processes. **Recommendation** The periodic internal reviews should be documented, and such documentation should be available to be independently reviewed. **Management Comments** To address this issue, a formal review will be completed and documented by 31 August 2025. Moving forward, all periodic reviews of the procedure will include version control and be stored in ECM to ensure transparency and easy auditing.
Sundry Debtors	Moderate	It was noted that the credit note number is the same as the invoice number against which the credit is given. **Recommendation** The credit notes should be numbered with a unique, sequential number, typically different from invoice numbers to maintain clear records and facilitate easy identification and reconciliation. **Management Comments** Acknowledged, and was remedied 18th June 2025.
Sundry Debtors	Moderate	The City's credit policy AF CSX has not been reviewed and updated since its adoption in June 2020. **Recommendation** The Credit Policy should be reviewed at the earliest opportunity and updated in line with the current requirements of the City relating to sundry debtors. **Management Comments** The City has maintained a 'fit-for-purpose' credit policy since 1990s, primarily for its Henderson Landfill customers. The Credit Policy referred to in this instance is a new [supplementary] credit policy aimed at non-landfill customers, which was proposed in June 2020 however not formally adopted (hence no subsequent reviews or updating). The City is currently in the process of formalising the policy Council consideration and adoption.

Area	Rating	Matters Identified / Recommendations
Payroll	Moderate	There was no documented evidence confirming that changes to the payroll Masterfile are reviewed by an officer independent of those with access to it. **Recommendation** A senior officer independent of the payroll function should review all amendments to payroll Masterfile on a periodic basis and ensure all amendments are genuine and correct. Evidence of review should be documented and retained. **Management Comments** Updates to bank details are subject to peer review, and a fortnightly report outlining all changes is produced. This report is reviewed by the Senior Payroll Officer and then provided to the Chief Financial Officer and the Service Manager Strategic Finance. Job lines are initially created by the Human Resources team. The Payroll team subsequently reviews the employment contract to confirm the accuracy of key information, including the commencement date and the pay level/step. Once verified, the relevant pay entitlements are established in the payroll system. Annual increments are processed based on each employee's anniversary date. As an additional control, Supervisors are expected to review pay confirmations, which may assist in identifying any discrepancies in pay rates. To make this process stronger, a new verification procedure will be introduced within the next month. This improvement is designed to enhance the accuracy and oversight of pay rate changes and support our existing review practices.
Payroll	Moderate	It was noted that one out of five samples tested, there was a considerable delay between the employee termination date and system access removal date. **Recommendation** Immediate revocation of system access rights is crucial when an employee is terminated to protect sensitive information and maintain business continuity. **Management Comments** A response was provided on 4 July 2025, during which it was identified that the IT system access removal dates for two employees had been incorrectly recorded in the audit documentation, with the dates inadvertently switched. In addition, for a third employee who had passed away, IT access was not removed in a timely manner due to a breakdown in communication - Human Resources had not informed IT of the employee's passing.

Area	Rating	Matters Identified / Recommendations
		To address this issue, the circumstances surrounding the incident will be reviewed, and a formal process will be implemented to ensure the timely and accurate removal of system access.
Payroll	Minor	The City's Enterprise Agreement 2022 states in paragraph 23.9 employees will keep their total annual leave accrual to no more than 8 weeks (304 hours) or 10 weeks (380 hours) if they meet the definition of a shift worker. During testing of the annual leave report at 18th May 2025 it was noted 6 non-shift workers with outstanding annual leave entitlements in excess of 8 weeks. **Recommendation** Management should implement processes to identify and monitor staff that have accrued excess annual leave balances and take appropriate action. **Management Comments** As communicated via email on 2 July 2025, four of the six employees identified with excess annual leave balances had approved upcoming leave intended to reduce their balances. To enhance oversight and support the timely management of leave accruals, Payroll will introduce a fortnightly review process. This process will involve monitoring staff leave balances and identifying instances of excess leave, enabling earlier intervention by Supervisors and ensuring alignment with the organisation's leave management policy.
Payroll	Minor	In four out of six sampled payroll transactions, the current pay rate could not be verified due to the absence of appropriate documentation following employee promotions or changes in job roles that resulted in revised pay rates. **Recommendation** The City should have appropriate documentation to support all salary increments/revisions. **Management Comments** Updated contracts or variation letters are issued when an employee is promoted or their job role changes. The City does not issue an updated employment contract each time staff receive an annual increment. This is because the increment process is clearly defined in the Enterprise Agreement, which stipulates that eligible staff receive their increment in the first full pay period of November each year. Increment history is transparently recorded and can be easily tracked through job line entries in the payroll system. As such, issuing a new contract for each increment would not be a time-effective or operationally necessary practice, given the clarity of the process and the availability of supporting system records.

Area	Rating	Matters Identified / Recommendations
Payroll	Minor	It was noted that where employees submit manual timesheets, the payroll officer enters the relevant details into a spreadsheet, based on which a reconciliation report is prepared and uploaded to the payroll processing system. However, there was no documentary evidence to indicate that there is an independent check of the data entered into the spreadsheet prior to entering into the payroll system. **Recommendation** The information in the spreadsheet should be checked prior to uploading to the payroll system. **Management Comments** Currently, Payroll staff do not conduct a peer review of data entered into the upload spreadsheet. However, all entries are subsequently transferred to the pay checking spreadsheet, where a comprehensive review of each individual pay is carried out every Wednesday. This process enables the identification and correction of any discrepancies prior to finalising payroll. The accuracy rate consistently ranges between 99% and 100%, reflecting the effectiveness of this approach. Given this high level of accuracy, no changes to the current process are recommended. Introducing a separate peer review step would require additional staffing resources, which would not be operationally efficient or economically justified. Furthermore, processing accuracy, compliance, and completion timeliness are monitored as key performance indicators within the People Experience (HR) Strategy on a Page document.
Payroll	Moderate	Out of five new staff recruitments tested, it was noted that in one instance the People's Experience Officer had not signed the offer letter that was issued to the employee. **Recommendation** It is crucial for employers to ensure all employment contracts are properly signed by both employer and employee and securely stored to avoid potential legal disputes. **Management Comments** The audit documents reviewed show that the staff member was hired in 1995. Since then, our processes have evolved significantly. Today, it is standard practice to obtain and keep signed employment contracts and related documentation for all new hires, in line with current compliance and recordkeeping requirements.
Payroll	Minor	Payroll confirmation reports are issued to the departmental heads/supervisors after the pay that shows what has been paid for each employee within their areas. However, there was no documentary evidence to indicate that the departmental heads/supervisors have reviewed the information contained in the payroll confirmation reports.

Area	Rating	Matters Identified / Recommendations
		Recommendation Payroll confirmation reports should be reviewed by the departmental heads/supervisors in a timely manner and the reviewer should sign off and record the date of review. **Management Comments** A formal process will be implemented requiring Supervisors to confirm that they have reviewed their staff members' pays and have taken appropriate action to report and/or resolve any discrepancies identified. This additional control is intended to enhance accountability and support the timely resolution of payroll issues at the departmental level.
Information Technology (IT)	Moderate	During testing of IT controls, it was noted that the City's Information and Cyber Security Policy, and Information Backup Standard have not been reviewed and updated since October 2019 and August 2019 respectively. **Recommendation** The City should review the Information and Cyber Security Policy and the Information Backup Standard periodically in order to ensure their currency and relevance. **Management Comments** The City acknowledges the need to maintain current and fit-for-purpose policies to support information security and operational resilience. A full review of all Information and Technology policies, including the Information and Cyber Security Policy and the Information Backup Standard, is currently underway as part of the broader cybersecurity uplift and governance improvement initiatives. This review will ensure alignment with current regulatory requirements, industry best practices (such as the ASD Essential Eight and ISO 27001), and the City's evolving risk profile. Updated versions of both documents are expected to be finalised and endorsed by December 2025.
General Compliance and Other Matters	Minor	The City's EOM Fuel Upload Reconciliation Procedure - MA CA-01 and EY Fuel Procedure have not been reviewed and updated since 31 October 2019 and 13 June 2018 respectively. **Recommendation** The City should review the EOM and EY Fuel procedures and update them where necessary. **Management Comments** The City acknowledges the above, a formal review will be undertaken and documented by 30 September 2025, the updated procedures will then be recorded with version control and retained in ECM to ensure transparency and auditability.

Area	Rating	Matters Identified / Recommendations
General Compliance and Other Matters	Minor	Section 5.75 of the Local Government (Administration Regulations) 22, requires relevant persons to lodge primary returns within three months of their start date. However, five officers had lodged late primary returns as reported in the Compliance Audit Return. **Recommendation** The City should have appropriate measures in place to ensure collection of primary returns within the prescribed timeframe in order to be compliant with the Regulations. **Management Comments** The City acknowledges the above. As noted in the 'Comments' section of the Compliance Audit Return, the City is reviewing its approach to primary and annual returns to improve compliance in the future. The City complied with its obligation to report late lodgement to the Corruption and Crime Commission, as required by section 28 of the Corruption, Crime and Misconduct Act 2003.

The outcomes of the review conducted by Macri Partners provide strong assurance to the City's CEO, the Audit, Risk and Improvement Committee and Council regarding the robustness and effectiveness of the City's financial management controls, systems, and procedures.

Completion dates for the management actions related to the recommendations listed below need to be extended until the end of December 2025, due to administrative considerations and resourcing constraints

Payroll	Moderate	**Recommendation** A senior officer independent of the payroll function should review all amendments to payroll Masterfile on a periodic basis and ensure all amendments are genuine and correct. Evidence of review should be documented and retained.
Payroll	Minor	**Recommendation** Payroll confirmation reports should be reviewed by the departmental heads/supervisors in a timely manner and the reviewer should sign off and record the date of review.
Payroll	Moderate	**Recommendation** A senior officer independent of the payroll function should review all amendments to payroll Masterfile on a periodic basis and ensure all amendments are genuine and correct. Evidence of review should be documented and retained.

Given the comprehensive scope of the review and the three - year interval since the previous assessment, the number and nature of the findings - comprising a balanced mix of both minor and moderate risks - reflect positively on City's financial governance framework. The outcomes demonstrate that, despite the time elapsed, controls remain largely effective, with most issues identified posing limited risk.

Beyond the assurance provided, the review also delivers strategic value by identifying opportunities for improvement and addressing any control gaps.

The City is committed to implementing the recommendations outlined in the review, as detailed in the management responses provided.

Strategic Plans/Policy Implications

Listening & Leading
A community focused, sustainable, accountable and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is an obligation under Section 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* for the CEO to undertake a review of the appropriateness and effectiveness of the financial management systems and procedures of the Local Government at least once every three financial years and to report the results of those reviews to Council.

The completed review ensures statutory compliance and assists the CEO to mitigate risks associated with the financial management of the City as identified and reported.

Advice to Proponent(s)/Submitters

N/A

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

Nil

MACRI PARTNERS
Chartered Accountants

PARTNERS
Anthony Macri CA FCPA
Domenic Macri CA CPA
Connie De Felice CA CPA

13 August 2025

Mr Daniel Simms
Chief Executive Officer
City of Cockburn
9, Coleville Crescent
SPEARWOOD WA 6163

Dear Sir

RE: FINANCIAL MANAGEMENT REVIEW REPORT - 2025

Please find enclosed the City of Cockburn - Report on the review of the appropriateness and effectiveness of the financial management systems and procedures in respect of the financial year 2025 for your information.

We thank you and your staff for the assistance provided during the conduct of the review.

Yours faithfully,

ANTHONY MACRI
AUDIT PARTNER

Suite 2, 137 Burswood Rd, Burswood WA 6100 PO Box 398, Victoria Park WA 6979 P (08) 9470 4848 F (08) 9470 4849 E mail@macripartners.com.au W macripartners.com.au
Liability limited by a scheme approved under Professional Standards Legislation

City of Cockburn

Report on the review of the appropriateness and effectiveness of the financial management systems and procedures

June 2025

MACRI PARTNERS

Chartered Accountants

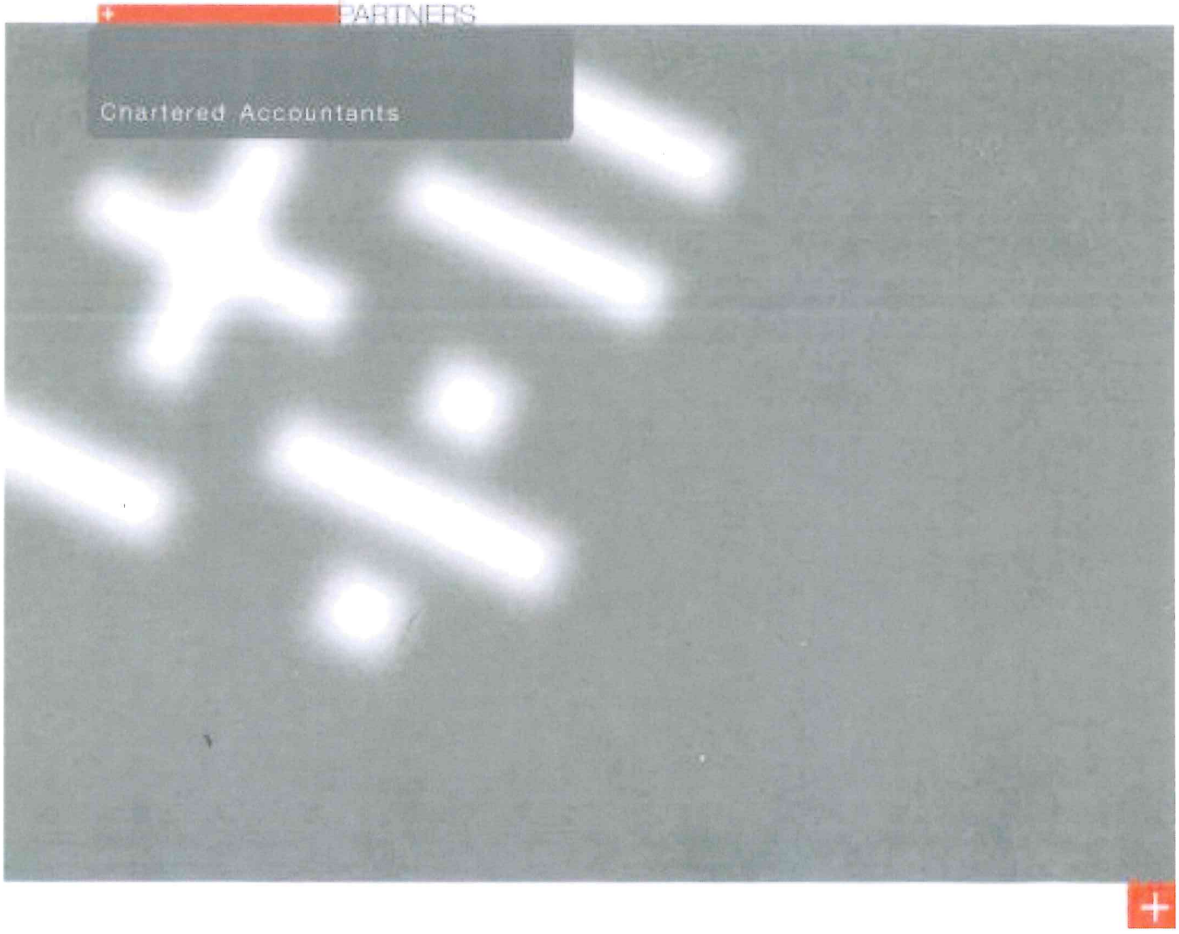


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MACRI PARTNERS
Chartered Accountants

PARTNERS
Anthony Macri CA FCPA
Domenic Macri CA CPA
Connie De Felice CA CPA

1. INDEPENDENT REVIEWER'S REPORT

TO THE CHIEF EXECUTIVE OFFICER OF THE CITY OF COCKBURN

At the request of the CEO, Macri Partners was engaged to conduct a limited assurance review of the appropriateness and effectiveness of the City of Cockburn's ("the City") financial management systems and procedures. The objective of the review is to assist the CEO discharge his responsibilities in respect to Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* (as amended). The review was conducted for the period 1 July 2024 to 30 June 2025.

CEO'S RESPONSIBILITY FOR MAINTAINING AND REVIEWING FINANCIAL MANAGEMENT SYSTEMS AND PROCEDURES

The CEO is responsible for implementing policies, procedures and controls which are designed to ensure the effective and efficient management of the Council's resources. In accordance with Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* (as amended), the CEO is to undertake reviews of the appropriateness and effectiveness of the financial management systems and procedures. At least once in every three financial years, the CEO is to report the results of those reviews to Council.

OUR RESPONSIBILITY

Our responsibility is to provide a report expressing limited assurance, designed to enhance the confidence of the CEO to assist him report on the appropriateness and effectiveness of the financial management systems as required by Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996* (as amended). We conducted our engagement in accordance with Australian Standard on Assurance Engagements ASAE 3500 *Performance Engagements* issued by the Australian Auditing and Assurance Standards Board, in order to state whether, based on the procedures performed, anything has come to our attention that causes us to believe that that the City's financial management systems have not been operating effectively. Our engagement provides limited assurance as defined in ASAE 3500.

Suite 2, 137 Burswood Rd, Burswood WA 6100 PO Box 398, Victoria Park WA 6979 P (08) 9470 4848 F (08) 9470 4849 E mail@macripartners.com.au W macripartners.com.au
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LIMITATIONS OF USE

This report is made solely to the CEO of the City for the purpose of the CEO reporting under Regulation 5(2)(c) of the *Local Government (Financial Management) Regulations 1996*. We disclaim any assumption of responsibility for any reliance on this report to any person other than the CEO of the City, or for any purpose other than that for which it was prepared. We disclaim all liability to any other party for all costs, loss, damages, and liability that the other party might suffer or incur arising from or relating to or in any way connected with the contents of our report, the provision of our report to the other party, or the reliance on our report by the other party.

The report is for the use of the City of Cockburn and should not be quoted in whole or in part without our prior written consent.

INHERENT LIMITATIONS

A limited assurance engagement is substantially less in scope than a reasonable assurance engagement conducted in accordance with ASAE 3500 and consequently does not allow us to obtain assurance that we would become aware of all significant matters that might be identified in a reasonable assurance engagement. Accordingly, we will not express an opinion providing reasonable assurance. We cannot, in practice, examine every activity and procedure, nor can we be a substitute for management's responsibility to maintain adequate controls over all levels of operations and its responsibility to prevent and detect irregularities, including fraud. Accordingly, readers of our reports should not rely on the report to identify all potential instances of non-compliance which may occur.

Any projection of the evaluation of the level of compliance to future periods is subject to the risk that the systems may become inadequate because of changes in conditions, or that the degree of compliance with management procedures may deteriorate.

INDEPENDENCE

In conducting our engagement, we have complied with the independence requirements of the Australian professional accounting bodies.

CONCLUSION

Based on our work described in this report, nothing has come to our attention to indicate the City has not established and maintained appropriate and effective financial management systems and procedures during the period 1 July 2024 to 30 June 2025 other than those aspects of the City's Financial Management systems and procedures which were assessed as having opportunities for improvement. Our findings and recommendations are summarised at Part 4 of this report.

MACRI PARTNERS
CHARTERED ACCOUNTANTS
SUITE 2, 137 BURSWOOD ROAD
BURSWOOD WA 6100

A MACRI
PARTNER

PERTH
DATED THIS 13TH DAY OF AUGUST 2025

2. EXECUTIVE SUMMARY

2.1 BACKGROUND AND REVIEW OBJECTIVE

The objective of our review is to provide a report, based on our understanding of the City and associated risks, to assist the CEO to report to the local government on the appropriateness and effectiveness of the City's financial management systems and procedures as required by local government (Financial Management) Regulation 5(2)(c).

To comply with this requirement, we were engaged to undertake a review of certain areas (refer 2.2 Scope and Approach). Our engagement was undertaken in accordance with Australian Auditing and Assurance Standards.

The review covered the period 1 July 2024 to 30 June 2025.

2.2 SCOPE AND APPROACH

The financial management review coverage included the following agreed areas:

- Bank reconciliations and petty cash
- Investments of surplus funds
- Trust funds
- Receipts and receivables
- Rates
- Fees and charges
- Purchases, payments and payables (including purchase orders)
- Payroll
- Credit card procedures
- Fixed assets (including acquisition and disposal of property)
- Cost and administration overhead allocations
- Minutes and meetings
- Budget
- Financial reports
- General journals

- Information Technology
- Registers (including annual and primary returns)
- Delegations
- Audit committee
- Insurance
- Storage of documents/record keeping
- General compliance and other matters

Three stages were involved:

(i) Drafting financial management review work programs

The following factors were considered in developing the review programs:

- setting the objectives and scope of work;
- determining what needed to be tested and how much to test;
- documenting the work;
- deciding upon exceptions and their impact; and
- drawing conclusions regarding the testing and assessment.

(ii) Performance of financial management review function

The review was performed with the involvement of Partner, Manager and senior staff at various stages/levels of the work for the drafting of the review programs, performances of work, discussions and the drafting of reports.

(iii) Draft report, discuss and provide final report

Reporting at the conclusion of our review visit involved reporting of review findings, control weaknesses, legislative non-compliance matters and other relevant matters together with our recommendations.

2.3 OVERVIEW OF FINDINGS

Our examination was mainly an overview of the areas, assessing major controls and considering whether the systems and procedures in place are appropriate and effective for the City's current level of operations and structure. We did not necessarily examine compliance with provisions of the Act or Regulations, which were not financial in nature.

The financial management review was undertaken by discussions with the City's management and staff. We reviewed and identified the controls and procedures established within each area. Wherever necessary, the information provided was verified to test its accuracy and reliability.

The report contains several recommendations which we believe would help ensure that the financial systems operate in a more efficient and effective manner.

We encourage the City to consider these recommendations and if appropriate, to adopt them as they will further improve systems and procedures and ensure the integrity and reliability of the financial management processes and reporting of the City.

3. RISK RANKING CRITERIA

The following rankings may be applied to each recommendation to determine the significance of the issues raised:

Significant

Signifies a serious breakdown in key controls, which has the potential to:
- Impact adversely on the achievement of the Council's objectives, and/or
- Expose the Council to the risk of major financial loss, and/or
- Expose the Council to a substantial risk of external criticism.

Requires immediate management actions.

Moderate

Signifies a breakdown in controls, which has the potential to:
- Impact adversely on the achievement of Program/Activity objectives, and/or
- Expose the Program/Activity to the risk of financial loss, and/or
- Expose the Program/Activity to a risk of external criticism.

Requires management action within a reasonable time period.

Minor

Signifies a minor breakdown in controls, which, when addressed, will:

- Improve performance of the Program/Activity, and/or
- Improve controls in line with good management practice, and/or
- Decrease risks inherent in the Program/Activity.

Management should consider cost benefit analysis within a reasonable time period.

The risk ranking is indicated below each issue.

4. DETAILED FINDINGS AND RECOMMENDATIONS

4.1 PURCHASE OF GOODS AND SERVICES

We carried out a review of the purchases and payments system to determine the adequacy and effectiveness of the controls in place. A number of payments were selected and testing performed to determine whether purchases of goods and services were in accordance with City's purchasing policy, guidelines and procedures.

More specifically, this entailed examining the following desirable internal control objectives:

- Appropriateness of the Council Policy on Purchases and Payments.
- Assurance that proper procedures are in place over the purchases and payments for goods and services.
- Assurance that purchases are initiated only by authorised personnel and on the basis of competitive quotes (where applicable).
- Assurance that Purchase Orders for goods are placed as needed and for optimum quantities.
- Incoming delivery of goods are recorded.
- Quantity and quality of goods received are certified prior to payment.
- Terms, prices and general accuracy of supply invoices are certified correctly before payment.
- The allocation of costs is correctly handled so as to produce reliable reports for management purposes.
- Credits are correctly processed for all purchase returns and allowances.
- The functions of requisitioning, ordering, receiving, certifying and invoice paying are segregated.

The following matters were noted during our review and are brought to your attention.

(i) **Finding:**

During our testing of procurements throughout the year, we noted an instance (out of a sample of 20) where the purchase order was dated after the date of the corresponding supplier invoice. The relevant purchase order number is 132121 which is dated 12 August 2024 and the invoice is dated 19 July 2024.

Rating: Minor

Implication:

There was no evidence that the ordering of services was approved prior to obtaining the services.

Recommendation:

Purchase orders should always be approved for all applicable items prior to ordering goods or services.

Management Comment:

Software renewal invoices do not require a purchase order to facilitate payment although can be utilised at the officer's discretion.

Responsible Person: Chief Financial Officer
Completion Date: 16 July 2025



(ii) **Finding:**

We noted that in 4 out of 20 payment transactions where the same staff authorised the purchase order and acknowledged the receipt of goods/services. We were made to understand that the City's control environment allows for authorising officers to process the goods/services on the relevant purchase orders.

Rating: Moderate

Implication:

Lack of segregation of duties increases the risk of unauthorised fraudulent purchases occurring without detection, resulting in financial loss to the City.

Recommendation:

Management should review these transactions and other similar transactions to ensure their authenticity. Also the City should implement documented procedures to ensure appropriate segregation of duties, particularly between authorisation of purchase order and acknowledgement of receipt of goods/services.

Management Comment:

Requisitions are audited on a weekly basis by the Procurement Support Assistant. If non-compliance is identified this is recorded, stored in the City Records Management System (CiAnywhere - ECM) and reviewed by management on a monthly basis. The City's Procurement Policy, procedures, and processes permit officers with procurement responsibilities to raise requisitions and to undertake the goods receipt action independently. Receipting and invoices are reviewed at the time of matching by the Accounts Payable Team.

Responsible Person: Chief Financial Officer
Completion Date: 16 July 2025

4.2 SUNDRY DEBTORS

We carried out a review of the system relating to sundry debtors in order to ascertain if the controls around the sundry debtors system were effective.

The following matters were noted during our review and are brought to your attention.

(i) Finding:

Recovery of Sundry Debt Procedures was supposed to be reviewed by 1 September 2021 but there was no documentary evidence of a review. However, we were informed by the management that the procedures are subject to periodic internal review and the procedures remain fit for purpose and continue to support the effective management of sundry debtor processes.

Rating: Minor

Implication:

In the absence of documentary evidence of periodic reviews, we were unable to ascertain the appropriateness of the sundry debt procedures currently in use.

Recommendation:

The periodic internal reviews should be documented and such documentation should be available to be independently reviewed.

Management Comment:

To address this, a formal review will be undertaken and documented by 31 August 2025. Going forward, all periodic reviews of the procedure will be recorded with version control and retained in ECM to ensure transparency and auditability.

Responsible Person: Chief Financial Officer
Completion Date: 31 August 2025

(ii) Finding:

It was noted that the credit note number is the same as the invoice number against which the credit is given.

Rating: Moderate

Implication:

Using the same number for both invoices and credit notes can lead to confusion and difficulties in record keeping, tracking and reconciliation. It also creates an unclear audit trail, which could potentially lead to errors, frauds and mismatched records.

Recommendation:

The credit notes should be numbered with a unique, sequential number, typically different from invoice numbers to maintain clear records and facilitate easy identification and reconciliation.

Management Comment:

Acknowledged, and was remedied 18th June 2025.

Responsible Person: Chief Financial Officer
Completion Date: 18th June 2025

(iii) Finding:

The City's credit policy –AFCSX has not been reviewed and updated since its adoption in June 2020.

Rating: Moderate

Implication:

Management decisions may be based on an outdated policy resulting in financial loss to the City.

Recommendation:

The Credit Policy should be reviewed at the earliest opportunity and updated in line with the current requirements of the City relating to sundry debtors.

Management Comment:

The City has maintained a 'fit-for-purpose' credit policy since 1990s, primarily for its Henderson Landfill customers. The Credit Policy referred to in this instance is a new [supplementary] credit policy aimed at non-landfill customers, which was proposed in June 2020 however not formally adopted (hence no subsequent reviews or updating) The City is currently in the process of formalising and presenting policy to ELT for approval and adoption.

Responsible Person: Chief Financial Officer
Completion Date: 31st August 2025

4.3 PAYROLL

As part of our review process, we examined the policies and procedures in place over the recruitment function and the monitoring and control of payroll.

The scope of the review focussed on the payroll process including:

- Weekly payroll processing
- New appointments
- Termination payments
- Leave balances and payments
- Workers' Compensation
- Compliance to applicable Awards, Acts and Regulations

More specifically, this entailed examining the following desirable objectives:

- Assurance that proper procedures are in place over the recruitment of staff.
- Job descriptions properly and adequately provide the duties and responsibilities of each employee.
- Staff evaluations are carried out regularly to monitor the performance of employees.
- A proper filing system is in place to ensure that employee related correspondences are filed and preserved.
- Adequate accounting records are kept to account for staff entitlements.
- Superannuation and other deductions effected from employees' salaries are remitted to the appropriate authorities promptly.
- Proper procedures are in place over the payment of employee wages and salaries.

The following matters were noted during our review and are brought to your attention.

(i) Finding:

There was no documentary evidence to indicate that amendments to payroll Masterfile are reviewed by an officer independent of the officer/s who have access to payroll Masterfile.

Rating: Moderate

Implication:

In the absence of an independent review of the amendments to payroll Masterfile, errors or frauds may not be detected in a timely manner.

Recommendation:

A senior officer independent of the payroll function should review all amendments to payroll Masterfile on a periodic basis and ensure all amendments are genuine and correct. Evidence of review should be documented and retained.

Management Comment:

Updates to bank details are peer reviewed and we obtain a fortnightly report which shows all updates and is reviewed by the Senior Payroll Officer and provided to the CFO and Service Manager Strategic Finance.

Job lines are initially created by the HR team. Payroll then reviews the employment contract to verify the accuracy of key details, including the commencement date and the pay level/step. Once verified, Payroll establishes the corresponding pay entitlements in the system.

Annual increments are processed based on the employee's anniversary date. As an additional control, Supervisors are expected to review pay confirmations, which may help identify any discrepancies in pay rates.

To strengthen this process, a new verification procedure will be implemented within the next month as per your recommendation. This enhancement aims to improve the accuracy and oversight of pay rate changes and reinforce existing review mechanisms.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 16 July 2025

(ii) Finding:

We noted that in one out of five samples tested, there was a considerable delay between the employee termination date and system access removal date.

Rating: Moderate

Implication:

Failing to promptly deactivate system access for terminated employees poses significant security risks, including data breaches, unauthorized access and potential legal and financial repercussions.

Recommendation:

Immediate revocation of system access rights is crucial when an employee is terminated to protect sensitive information and maintain business continuity.

Management Comment:

A response was provided on 4 July 2025, during which it was identified that the IT system access removal dates for two employees were recorded incorrectly in the audit documents and had been inadvertently switched. Additionally, for a third employee who had passed away, IT access was not removed in a timely manner due to a communication gap—HR did not notify IT of the employee's passing.

To address this, we will review the circumstances of this incident and implement a formal process to ensure timely and accurate removal of system access.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 31 July 2025

(iii) Finding:

The City's Enterprise Agreement 2022 states in paragraph 23.9 employees will keep their total annual leave accrual to no more than 8 weeks (304 hours) or 10 weeks (380 hours) if they meet the definition of a shift worker . During our testing of the annual leave report at 18th May 2025 we noted 6 non-shift workers with outstanding annual leave entitlements in excess of 8 weeks.

Rating: Minor

Implication:

Excess annual leave may have adverse effects on the City including:

- Key staff not been rotated, a preventive control against fraud;
- Health and safety concerns with staff members not taking their annual leave entitlements; and
- Increase the City's costs given salary rises and increments over time.

Recommendation:

Management should implement processes to identify and monitor staff that have accrued excess annual leave balances and take appropriate action.

Management Comment:

As advised via email on 2 July 2025, four of the six employees identified with excess annual leave balances had approved upcoming leave to reduce their balances. To strengthen oversight and ensure timely management of leave accruals, Payroll will implement a fortnightly review process. This will involve monitoring staff leave balances and identifying cases of excess leave, enabling earlier intervention by Supervisors and alignment with our leave management policy.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 16 August 2025

(iv) **Finding:**

In four instances out of a sample of six payroll transactions, in the absence of appropriate documentation we were unable to verify the current pay rate when an employee has been promoted or where job roles have changed and the pay rate has been revised.

Rating: Minor

Implication:

Absence of appropriate documentation to support the pay rate in use, can lead to employee dissatisfaction and potential legal issues. It can also create difficulties in record-keeping and audits, and potentially lead to disputes if the pay rate amendments are not properly documented.

Recommendation:

The City should have appropriate documentation to support all salary increments/revisions.

Management Comment:

Updated contracts or variation letters are issued when an employee is promoted or their job role changes.

The City does not issue an updated employment contract each time staff receive an annual increment. This is because the increment process is clearly defined in the Enterprise Agreement, which stipulates that eligible staff receive their increment in the first full pay period of November each year.

Increment history is transparently recorded and can be easily tracked through job line entries in the payroll system. As such, issuing a new contract for each increment would not be a time-effective or operationally necessary practice, given the clarity of the process and the availability of supporting system records.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 17 July 2025



(v) **Finding:**

It was noted that where employees submit manual timesheets, the payroll officer enters the relevant details into a spreadsheet, based on which a reconciliation report is prepared and uploaded to the payroll processing system. However, there was no documentary evidence to indicate that there is an independent check of the data entered into the spreadsheet prior to entering into the payroll system.

Rating: Minor

Implication:

In the absence of an independent review, errors, frauds may not be detected in a timely manner.

Recommendation:

The information in the spreadsheet should be checked prior to uploading to the payroll system.

Management Comment:

Currently, payroll staff do not conduct a peer review of data entered into the upload spreadsheet. However, all entries are subsequently transferred to our pay checking spreadsheet, where a comprehensive review of each individual pay is conducted every Wednesday. This process allows us to identify and correct any discrepancies prior to finalising payroll.

Our accuracy rate consistently falls between 99% and 100%, demonstrating the effectiveness of this method. Given this high level of accuracy, we do not recommend changes to the current process. Introducing a separate peer review step would require additional staffing resources, which would not be operationally efficient or economically justified.

Additionally, processing accuracy, compliance and completion timeliness are monitored measures of success (key performance indicators) contained within the People Experience (HR) Strategy on a Page document.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 17 July 2025

(vi) Finding:

Out of five new staff recruitments tested, it was noted that in one instance the People's Experience Officer had not signed the offer letter that was issued to the employee.

Rating: Moderate

Implication:

Issuing an offer letter to an employee without it being signed by the employer can lead to legal issues even if the employee accepts the offer and starts working. An unsigned letter could create ambiguity and can be difficult to enforce.

Recommendation:

It is crucial for employers to ensure all employment contracts are properly signed by both employer and employee and securely stored to avoid potential legal disputes.

Management Comment:

I have reviewed the auditing documents provided and note that staff member was hired in 1995. Since then, the process has significantly evolved. It is now standard practice to obtain and retain signed employment contracts and associated documentation for all new hires, in line with current compliance and recordkeeping requirements.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 17 July 2025

(vii) Finding:

Payroll confirmation reports are issued to the departmental heads/supervises after the pay that shows what has been paid for each employee within their areas. However, there was no documentary evidence to indicate that the departmental heads/supervises have reviewed the information contained in the payroll confirmation reports.

Rating: Minor

Implication:

Errors and/or omissions may not be detected in a timely manner without the payroll confirmation reports been reviewed by the departmental heads/supervises.

Recommendation:

Payroll confirmation reports should be reviewed by the departmental heads/supervises in a timely manner and the reviewer should sign off and record the date of review.

Management Comment:

We will implement a formal process requiring Supervisors to confirm that they have reviewed their staff members' pays and have taken appropriate action to report and/or resolve any discrepancies identified. This additional control will enhance accountability and ensure timely resolution of payroll issues at the departmental level.

Responsible Person: Group Manager People and Organisational Performance
Completion Date: 16 August 2025

4.4 INFORMATION TECHNOLOGY (IT)

We conducted a review of the internal controls around IT.

The following matter was noted during our review and is brought to your attention:

(i) Finding:

During our testing of IT controls, we noted that the City's Information and Cyber Security Policy, and Information Backup Standard have not been reviewed and updated since October 2019 and August 2019 respectively.

Rating: Moderate

Implication:

Lack of an up-to-date Information and Cyber Security Policy and Information Backup Standard may result in the management not making decisions that are in the best interest of the City and to comply with latest regulations and best practice.

Recommendation:

The City should review the Information and Cyber Security Policy and the Information Backup Standard periodically in order to ensure their currency and relevance.

Management Comment:

The City acknowledges the need to maintain current and fit-for-purpose policies to support information security and operational resilience. A full review of all Information and Technology policies, including the Information and Cyber Security Policy and the Information Backup Standard, is currently underway as part of the broader cybersecurity uplift and governance improvement initiatives.

This review will ensure alignment with current regulatory requirements, industry best practices (such as the ASD Essential Eight and ISO 27001), and the City's evolving risk profile. Updated versions of both documents are expected to be finalised and endorsed by December 2025.

Responsible Person: Chief Information Officer
Completion Date: December 2025

4.5 GENERAL COMPLIANCE AND OTHER MATTERS

The following matters were noted during our review and are brought to your attention:

(i) Finding:

The City's EOM Fuel Upload Reconciliation Procedure – MA CA-01 and EY Fuel Procedure have not been reviewed and updated since 31 October 2019 and 13 June 2018 respectively.

Rating: Minor

Implication:

Management decisions may be based on outdated procedures resulting in financial loss to the City.

Recommendation:

The City should review the EOM and EY Fuel procedures and update them where necessary.

Management Comment:

The City acknowledges the above, a formal review will be undertaken and documented by 30 September 2025, the updated procedures will then be recorded with version control and retained in ECM to ensure transparency and auditability.

Responsible Person: Chief Financial Officer
Completion Date: 30 September 2025

(ii) Finding:

Section 5.75 of the Local Government (Administration Regulations) 22, requires relevant persons to lodge primary returns within three months of their start date. However, five officers had lodged late primary returns as reported in the Compliance Audit Return.

Rating: Minor

Implication:

Non-compliance with the Regulations.

Recommendation:

The City should have appropriate measures in place to ensure collection of primary returns within the prescribed timeframe in order to be compliant with the Regulations.

Management Comment:

The City acknowledges the above. As noted in the 'Comments' section of the Compliance Audit Return, the City is reviewing its approach to primary and annual returns to improve compliance in the future. The City complied with its obligation to report late lodgement to the Corruption and Crime Commission, as required by section 28 of the Corruption, Crime and Misconduct Act 2003.

Responsible Person: General Counsel
Completion Date: *N/A*

15.2.2 Fleet Management Audit: City of Cockburn and City of Kwinana Internal Audit Report June 2025

Executive	Director Infrastructure Services
Author	Group Manager Parks, Fleet and Waste
Attachments	1. City of Cockburn and City of Kwinana Internal Audit Report: June 2025. ⇩

Officer Recommendation
The Committee recommends Council: :

(1) RECEIVES the Fleet Management Audit: City of Cockburn & City of Kwinana Internal Audit Report June 2025;

(2) IMPLEMENTS the recommendations for the Risk Management & Policy Currency and Operational Guidance categories; and

(3) RECOMMENDS the operational expenditure and / or service level adjustments to implement the recommendations of the 4 remaining categories be included in the “Draft” 2026/27 Municipal Annual Budget and “Draft” FY27 Service Plans.

Committee Recommendation
That Council:

(1) RECEIVES the Fleet Management Audit: City of Cockburn and City of Kwinana Internal Audit Report June 2025;

(2) PROCEEDS TO INVESTIGATE the recommendations for the Risk Management and Policy Currency and Operational Guidance categories; and

(3) RECOMMENDS the operational expenditure and / or service level adjustments to implement the recommendations of the 4 remaining categories, be included for review, in the “Draft” 2026/27 Municipal Annual Budget and “Draft” FY27 Service Plans.

Background

The City commissioned BlueZoo Advisory Ltd to complete a fleet management audit in combination with City of Kwinana as a collaborative approach to benchmarking our respective adequacy of the management control framework and related risk management strategies for the fleet management function.

The audit included a review of processes related to the planning, organising, controlling, directing, communicating, and management of vehicle assets along with the extent to which policies, procedures, guidelines, and processes complied with applicable laws and regulations governing fleet management.

The audit also evaluated the effectiveness of the operating model by identifying activities that were outsourced versus those conducted in-house, and whether these arrangements provided value for money.
A review of relevant policies, procedures, workshop and supporting documentation, as well as data analysis and stakeholder interviews was also undertaken in the audit

Submission

N/A

Report

The audit recognises that both the City of Cockburn and the City of Kwinana have established operational processes to support their fleet functions, and there is clear intent to manage assets responsibly and deliver essential services effectively.

A key opportunity for both local government authorities lies in strengthening the role of risk management, not as a periodic or isolated exercise, but as a consistent, embedded part of daily fleet operations.

While some risk assessment activities have been undertaken, they are not fully integrated into operational decision-making or service planning.

Establishing and maintaining fleet-specific risk registers, clearly articulating risk appetite, and assigning control ownership will support a shift toward proactive risk governance.

This approach will enhance operational resilience, improve accountability, and enable both local government authorities to anticipate better and respond to issues such as safety risks, compliance changes, and asset underperformance.

Risk ratings were identified for both organisations, with high ratings requiring urgent attention, medium ratings requiring timely management and low ratings representing minor issues or improvement opportunities.

BlueZoo Advisory Ltd summary for the City of Cockburn is detailed below

Category	Risk Rating (Cockburn)	City of Cockburn
Risk Management	**High**	The City of Cockburn lacks effective risk management practices for fleet operations. Cockburn has no structured approach to identifying or managing fleet risks, with only one risk documented and no ongoing reviews.
Policy Currency and Operational Guidance	**Medium**	Cockburn's fleet policies lack strategic direction and remain outdated, based on legacy arrangements. There is a need to shift thinking from fleet as a tactical task to a high-value, high-risk strategic resource. Introducing strategic principles covering alignment, safety, cost, sustainability, and data use will streamline policy development and ensure better outcomes with minimal effort and significant impact.
Lifecycle Planning and Data Integration	**Medium**	Cockburn manages its fleet under ownership-based models; processes remain manual and fragmented. Cockburn uses a dedicated system but lacks integration for disposal and lifecycle justification.
Maintenance Scheduling and Downtime Tracking	**Medium**	Maintenance at Cockburn lacks depth in scheduling and reporting, relying on a single trigger and not tracking downtime. Servicing is based on time rather than kilometres or engine hours, which limits efficiency. Improved maintenance planning through data analytics and the adoption of telematics would enhance reliability, enable kilometre-based servicing, support utilisation and rotation, and address key risks such as driver behaviour.
KPI Monitoring and Performance Oversight	**Low**	Cockburn's fleet KPIs have not been updated since 2016. This limits the ability to track performance, efficiency, and value. Establishing relevant, measurable KPIs would support better oversight and continuous improvement.
Operating Model	**Low**	Cockburn uses an ownership-based fleet model where the city manages vehicle use, maintenance, and replacements. However, the model lacks a formal framework and periodic review, with key decision-makers no longer present. This legacy approach misses opportunities to adopt proven practices like leasing, centralised oversight, and telematics-driven management.

For each category Blue Zoo have made recommendation for the City of Cockburn to reduce its associated risk ratings.

City officers have made comments on each recommendation and detailed timelines, responsible officer, financial implication and business unit accountability for each.

Two recommendations (Risk Management & Policy Currency and Operational Guidelines) can be completed within existing resources and budget allocations.

The remaining four recommendations will require operational funding or a reduction in services to implement.

Strategic Plans/Policy Implications

Listening and Leading
A community focused, sustainable, accountable, and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

There are four categories requiring a total of $600,000 to deliver the associated recommendations from the audit.

It is proposed to include the required operational expenditure or service level adjustments to deliver the works when preparing the 2026/27 Municipal Annual Budget and FY27 Service Plans.

The audit findings are to be amended post Council's decision.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is a medium to high level of operational and financial risk associated with the City's fleet if the report is not adopted by the Audit, Risk and Improvement Committee.

Advice to Proponent(s)/Submitters

N/A

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

Nil

FLEET MANAGEMENT AUDIT



City of Cockburn & City of Kwinana

Internal Audit Report

June 2025

Prepared by: Blue Zoo Advisory Ltd

Endorsed by:

City of Cockburn

City of Kwinana

bluezoo

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1 Executive Summary

Objective

The objective of this audit was to review the adequacy of the management control framework and related risk management strategies for the fleet management function, including processes relating to the planning, organising, controlling, directing, communicating, and management of vehicle assets.

Conclusion

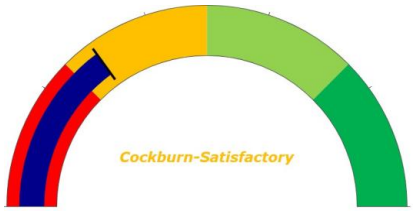
The audit recognises that both the City of Cockburn and the City of Kwinana have established operational processes to support their fleet functions, and there is clear intent to manage assets responsibly and deliver essential services effectively. A key opportunity for both Cities lies in strengthening the role of risk management, not as a periodic or isolated exercise, but as a consistent, embedded part of daily fleet operations.

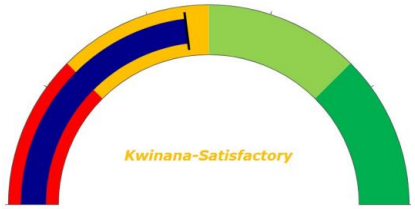
While some risk assessment activities have been undertaken, they are not fully integrated into operational decision-making or service planning. Establishing and maintaining fleet-specific risk registers, clearly articulating risk appetite, and assigning control ownership will support a shift toward proactive risk governance. This approach will enhance operational resilience, improve accountability, and enable both Cities to anticipate better and respond to issues such as safety risks, compliance changes, and asset underperformance.

Cockburn and Kwinana can transition toward a more mature, forward-looking model by embedding risk practices into routine fleet management, alongside policy updates, data-driven planning, and performance monitoring. This will strengthen internal controls and support long-term efficiency, safety, and value for money across their fleet operations.

Fleet Maturity Assessment Report Attached Separately for Cockburn and Kwinana

Control Rating





Control Rating	Description
Comprehensive	*Comprehensive, effective controls are fully in place to manage the risk.* *Regular monitoring, review and/or testing is undertaken* *There is limited value in improving the controls.*
Adequate	*Sufficiently effective controls are substantially in place to manage the risk.* *Periodic monitoring, review and/or testing is undertaken* *Some minor improvements to the controls should be considered*
Satisfactory	*Controls are only partially effective and/or partially in place to manage the risk.* *Some limited monitoring, review and/or testing is undertaken* *Improvement opportunities to controls should be implemented*
Unsatisfactory	*Controls are either non-existent, not in place or not effective to manage the risk* *No or very limited monitoring, review and/or testing is undertaken* *There is significant value in corrective and/or improvement actions*

Summary Notes

Risk rating shows the total number of High, Medium, and Low risks identified for the City of Cockburn and the City of Kwinana. High risks reflect issues requiring urgent attention, Medium risks require timely management, and Low risks represent minor issues or improvement opportunities. This overview provides a clear picture of each city's overall risk profile and areas requiring prioritised action

City of Cockburn

High(H)	Medium(M)	Low (L)
1	3	2

City of Kwinana

High(H)	Medium(M)	Low (L)
0	1	5

Finding	Risk Rating (Cockburn)	City of Cockburn	Risk Rating (Kwinana)	City of Kwinana
Risk Management	**High**	The City of Cockburn lacks effective risk management practices for fleet operations. Cockburn has no structured approach to identifying or managing fleet risks, with only one risk documented and no ongoing reviews.	**Medium**	The City of Kwinana would benefit from more effective risk management practices for fleet operations. Kwinana's 2020 fleet risk assessment has remained unreviewed since 2022 and is not integrated into operational practices, reflecting a reactive and low-maturity approach to fleet risk governance.
Policy Currency and Operational Guidance	**Medium**	Cockburn's fleet policies lack strategic direction and remain outdated, based on legacy arrangements. There is a need to shift thinking from fleet as a tactical task to a high-value, high-risk strategic resource. Introducing strategic principles covering alignment, safety, cost, sustainability, and data use will streamline policy development and ensure better outcomes with minimal effort and significant impact.	**Low**	Kwinana lacks a formal, Council adopted Fleet Management Plan, instead relying on an internal Human Resources Policy (with respect to light fleet vehicles), informal depot procedures and HR policies. The City would benefit from a comprehensive, updated policy framework to align with current operational practices and strengthen risk controls. Establishing clear strategic principles would provide structure, improve accountability, and support more effective, sustainable, and safe fleet operation.
Lifecycle Planning and Data Integration	**Medium**	Cockburn manages its fleet under ownership-based models; processes remain manual and fragmented. Cockburn uses a dedicated system but lacks integration for disposal and lifecycle justification.	**Low**	Kwinana manage its fleet under ownership-based models, and processes remain manual and fragmented. Kwinana relies on spreadsheets with limited forecasting capability. Improved digital tools and standardised lifecycle triggers should be considered.

Finding	Risk Rating (Cockburn)	City of Cockburn	Risk Rating (Kwinana)	City of Kwinana
Maintenance Scheduling and Downtime Tracking	**Medium**	Maintenance at Cockburn lacks depth in scheduling and reporting, relying on a single trigger and not tracking downtime. Servicing is based on time rather than kilometres or engine hours, which limits efficiency. Improved maintenance planning through data analytics and the adoption of telematics would enhance reliability, enable kilometre-based servicing, support utilisation and rotation, and address key risks such as driver behaviour.	**Low**	Kwinana uses work orders but does not formally record downtime or conduct structured safety checks. Servicing is based on time rather than kilometres or engine hours, which limits efficiency. Improved maintenance planning is recommended through data analytics and the adoption of telematics, resulting in enhanced reliability, enabling kilometre-based servicing, supporting utilisation and rotation, and addressing key risks such as driver behaviour.
KPI Monitoring and Performance Oversight	**Low**	Cockburn's fleet KPIs have not been updated since 2016. This limits the ability to track performance, efficiency, and value. Establishing relevant, measurable KPIs would support better oversight and continuous improvement.	**Low**	Kwinana does not use formal KPIs. This limits the ability to track performance, efficiency, and value. Recommend establishing relevant, measurable KPIs that support better oversight and continuous improvement.
Operating Model	**Low**	Cockburn uses an ownership-based fleet model where the city manages vehicle use, maintenance, and replacements. However, the model lacks a formal framework and periodic review, with key decision-makers no longer present. This legacy approach misses opportunities to adopt proven practices like leasing, centralised oversight, and telematics-driven management.	**Low**	Kwinana operates an ownership-based fleet model, with the city managing its vehicles. A formal operating framework and systematic review are absent, reflecting a legacy arrangement not critically reassessed. The current model lacks benchmarking against best practices such as leasing, centralised oversight, and telematics integration for improved cost control.

2 Audit Background and Scope

Activity Overview

Under the respective provisions of the Local Government Act 1995 and internal governance frameworks, the Chief Executive Officers of the City of Cockburn and the City of Kwinana are responsible for ensuring the establishment and maintenance of effective internal audit functions. These functions are integral to promoting sound governance, effective risk management, and robust internal control environments within each local government.

To support these objectives, internal audit service providers were engaged to deliver services in accordance with the City of Cockburn Internal Audit Plan and the City of Kwinana Internal Audit Plan. A key component of these audit plans is the conduct of targeted reviews across high-risk and high-value operational areas to provide independent assurance to management and the Audit and Risk Committees.

One such review undertaken under both audit plans is the Fleet Management Audit. Both Cities have made substantial investments in their fleet assets, and significant resources are allocated to the operation and maintenance of these assets to ensure they meet the service delivery needs of the organisation. This audit was designed to independently assess the efficiency and effectiveness of each City's current fleet management model, focusing on strategic planning, asset utilisation, maintenance practices, lifecycle management, and alignment with business needs.

The objective of the audit was to evaluate the adequacy of the governance structures, policies, and operational practices in place for managing fleet assets. The audit also aimed to identify opportunities for improved efficiency, cost-effectiveness, and risk mitigation, ensuring that the Cities are maximising value from their fleet investments while supporting sustainable service delivery.

Audit Overview

1. Scope

The scope of the audit was to assess the adequacy of the management control framework and related risk management strategies for the fleet management function. This included a review of processes related to the planning, organising, controlling, directing, communicating, and management of vehicle assets.

Additionally, the audit reviewed the extent to which policies, procedures, guidelines, and processes complied with applicable laws and regulations governing fleet management. It focused on assessing compliance and the effectiveness of internal controls supporting the function.

The audit also evaluated the effectiveness of the operating model by identifying activities that were outsourced versus those conducted in-house, and whether these arrangements provided value for money.

The scope included a review of relevant policies, procedures, workshop and supporting documentation, as well as data analysis and stakeholder interviews.

2. Methodology

This audit was conducted using the following Methodology:

Planning Phase

- Conduct internal planning to finalise scope, identify key stakeholders, documents, and any engagement constraints; and
- Hold an entry meeting with both Cities to confirm objectives, scope, timelines, and key contacts.

Fieldwork Phase

- Collect and review initial documentation including policies, registers, risk frameworks, and supporting data;
- Evaluate fleet-related risk appetite and overall risk management frameworks;
- Review fleet management and HR policies for alignment with legislative requirements and good practice;
- Assess fleet asset registers and maintenance records for completeness, accuracy, and compliance;
- Analyse governance and control processes for fuel cards and other fleet consumables;
- Facilitate a Business Model workshop to assess current and desired fleet service delivery models;
- Perform sample testing and data analytics to evaluate utilisation, maintenance trends, fuel efficiency, and cost-effectiveness; and
- Conduct FLEETassess maturity assessments via the Governance Manager tool to evaluate governance, operations, and compliance.

Playback Phase

- Host a Playback session with stakeholders to validate initial findings and clarify any outstanding issues.

Reporting Phase

- Prepare a draft report outlining key findings, risks, and actionable recommendations;
- Undertake an internal quality review of the draft report prior to sharing it with both Cities for feedback;
- Finalise and issue the audit report, incorporating management responses and city-specific appendices where required; and
- Present findings to the relevant Audit Committees and conduct an Exit Meeting with key stakeholders.

Criteria

Our audit was be aligned with:

- Relevant legislation and regulations related to fleet management;
- The Cities' own fleet management policies, procedures, and operating models;
- Risk frameworks, including risk appetite and treatment strategies;
- Good practice guidelines for asset management, procurement, and vehicle use;
- HR policies related to fleet operations (e.g. licensing, private use, driver responsibilities);
- Governance Manager's FLEETassess maturity model for assessing fleet governance, compliance, and performance; and

Audit Overview

- Key performance indicators (KPIs) used by the Cities to monitor fleet efficiency, safety, and cost-effectiveness.

Period

The audit did not establish a period for examination. It examined the current status of the audit items.

The review was conducted by Blue Zoo Advisory between March to June 2025. The Blue Zoo team comprised:

- Cassandra Ahearne, Subject Matter Expert;
- Derek Shellabear, Principal Advisor;
- Kimil Timilsina, Senior Advisor; and
- Pat Scally, Quality Assurance.

Blue Zoo Advisory gratefully acknowledges the valuable support and contributions of the staff from the City of Cockburn and the City of Kwinana. Their assistance in providing documentation, coordinating interviews, and supporting access to relevant systems was instrumental in the successful completion of the review.

Statement of Assurance

This Audit has been conducted in accordance with the 'International Standards for the Professional Practice of Internal Auditing' contained in the 'International Professional Practices Framework' issued by the Institute of Internal Auditors. In our professional judgement, sufficient and appropriate audit procedures were completed, and appropriate evidence gathered, to support the accuracy of the conclusions reached and contained in this report.

3 Detailed Findings

3.1 Risk Management

City of Cockburn

The City of Cockburn currently lacks a structured and systematic approach to managing risks associated with its fleet operations, which represent a significant asset base valued at approximately $28 million. In 2024, the City decommissioned its Risk Management & Safety System (RMSS), which had been in place since 2015 to facilitate the identification, monitoring, and management of both operational and strategic risks. As of the time of the review, The City is using Microsoft *SharePoint* as an interim platform for maintaining its risk register and WHS incident management system. These interim processes are manual and require a longer-term solution. The City is now licensed to use *Skefto*, a cloud-based online solution catering for both WHS incident management and as a long-term risk management solution. While implementation and configuration of *Skefto* is undertaken initially for WHS, followed by enterprise risk management, *SharePoint* continues to be used. .

During stakeholder discussions and workshops, it was noted that the City had only one risk item documented in its corporate risk register relating to fleet operations. Furthermore, there was no evidence of a dedicated or standalone fleet risk register, and no proactive process in place for the identification, assessment, and review of risks associated with the acquisition, operation, maintenance, or disposal of fleet assets.

This demonstrates a low level of maturity in fleet risk governance and a reactive approach to risk rather than an embedded and continuous risk management function. The City's current Fleet management plan does not address driver behaviour, which is a significant oversight given its impact on operational safety and risk exposure. This lack of structure is further underscored by recent year-end data from LGIS, which shows a steady increase in motor vehicle claims involving the City's fleet, now "averaging over three per month". Cockburn is currently exceeding its peer local governments in most accident categories, with particularly concerning trends in 'Failed to Stop' incidents and a noticeable rise in 'Found Damaged' cases, which are typically low across the sector. These patterns, in the absence of formal risk analysis or mitigation strategies, highlight systemic gaps in fleet oversight and reinforce the need for stronger governance and accountability mechanisms.

The City's Fleet & Plant Asset Management Plan (2020–2024) does outline lifecycle management strategies; however, it does not include a risk framework, mitigation measures, or control activities tailored to address emerging or ongoing risks across the fleet lifecycle. Notably, no risk appetite or tolerance thresholds specific to fleet operations have been defined or communicated across the organisation.

Given the City's ongoing urban development and increasing reliance on fleet assets to deliver services, the absence of a robust risk management framework poses a significant operational and financial risk. Without appropriate processes and controls in place, the city may be exposed to unanticipated fleet failures, non-compliance with safety and environmental standards, inefficiencies in asset utilisation, and increased total cost of ownership.

Implication and Risk

Risk: High

The absence of recent and active risk assessments limits the City's ability to identify, manage, or mitigate operational and compliance risks related to fleet assets. Without structured updates and monitoring, the city risks overlooking emerging issues such as safety gaps, asset misuse, or non-compliance with legislative changes.

Recommendation(R1)

It is recommended that the City of Cockburn:

- Establish a fleet risk register aligned with the City's risk assessment matrix.
- Conduct a full fleet risk assessment that reflects current operational conditions and includes a broader range of risks, such as financial, operational and compliance risks, with input from operational staff and clear assignment of control owners; and
- Rebuild risk monitoring capability post-RMSS.

Management comments (City of Cockburn)

The City prefers to continue an enterprise risk management framework, which integrates all its operations and services under one risk management register. Standalone risk registers are not appropriate, as risk management needs to be managed at corporate level and holistically. Once a cloud-based online solution is implemented, catering for both WHS incident management and as a long-term risk management solution, team based risks assessments will be undertaken to ensure operational risk is updated and captured.

A fleet risk register will be developed in conjunction with the upcoming review of the City's Fleet Asset Management Plan (AMP). The City's Asset's Management team will lead the development of the AMP with support from the Fleet team.

The risk register will likely be initially developed using Microsoft Excel/Word, with the intention of importing into a future Safety/Risk Tracking System (replacement for RMSS) and/or a Fleet Management System (once procured).

Completion Date	December 2025
Responsible Officer	Group Manager Parks, Fleet and Waste
Financial Implication	Internal cost
Business Unit	Parks Fleet Waste

City of Kwinana

The City of Kwinana's risk management practices for fleet operations show only partial alignment with its overarching Risk Management Strategy and the AS ISO 31000:2018 standard. A fleet-specific risk assessment was undertaken in 2020 and reviewed in 2022 through a workshop; however, there is no documented evidence of ongoing review, monitoring, or updates. This indicates a shortfall in the application of continuous improvement principles required by the Strategy.

The 2022 workshop focused primarily on safety-related risks, resulting in a narrow assessment scope. Other key risk categories identified in the Strategy such as Financial, ICT/Infrastructure/Assets, Legislative Compliance, Environmental, Reputation/Image, and Service Delivery were not adequately considered. For instance, the assessment did not address risks related to vehicle downtime, fleet obsolescence,

regulatory compliance, or environmental impacts. Consequently, significant operational and strategic exposures may remain unmitigated.

Fleet risk management remains a largely siloed activity. There is no documented evidence of risk mitigation measures being integrated into day-to-day fleet operations. Key processes such as vehicle maintenance scheduling, driver behaviour monitoring, and training programmes are not formally linked to risk control strategies. The City has not adopted key fleet-specific controls such as telematics systems, GPS-based driver behaviour monitoring, or predictive maintenance tools, which are increasingly used by organisations to enhance safety, efficiency, and oversight.

In addition, there are no contingency or business continuity plans in place for significant fleet-related incidents, such as widespread vehicle failures or major accidents, which pose a risk to service continuity. Reporting of fleet-related risks to the Audit and Risk Committee does not occur, and such risks are not reflected in strategic documents such as the City's Strategic Community Plan or Corporate Business Plan. This lack of integration limits visibility of fleet risks at the executive and governance levels and may hinder alignment with broader organisational objectives, such as transitioning to a low-emissions fleet or improving operational resilience.

Implication and Risk

Risk: Medium

The City's current approach limits its ability to proactively identify, manage, and mitigate fleet-related risks. This may lead to increased exposure to service disruptions, financial losses, regulatory non-compliance, and reputational harm. Without a structured and integrated approach, the City may also miss opportunities to modernise its fleet, enhance operational efficiency, and support long-term sustainability goals.

Recommendation(R1)

It is recommended that the City of Kwinana:

- Refresh the 2022 fleet risk assessment to reflect current operational conditions and ensure it addresses a broader range of risk categories beyond safety, including financial, operational, compliance, environmental, and reputational risks.
- Integrate the outcomes of the updated assessment into daily fleet management activities by implementing defined mitigation measures, assigning responsibilities, and embedding controls such as telematics and maintenance triggers.
- Establish a process for conducting annual fleet risk reviews, with treatment actions linked to Work Health and Safety (WHS), asset management, and service delivery planning.

Management comments (City of Kwinana)

The City acknowledges the importance of ongoing risk management across fleet operations, and continues to undertake regular, plant-specific risk assessments in accordance with its WHS obligations. The WHS Committee reviews and documents overall risks associated with plant and equipment to ensure a safe working environment. Based on Australia's KSI statistics, the risk of a serious incident is considered remote for the City's standard trip profile, and is further mitigated through adherence to Australian Standards, the Road Traffic Code, and a policy requiring vehicles to achieve a 5-star safety rating.

For legislative compliance, the City typically procures off-the-shelf fleet assets, with any non-standard modifications subject to risk assessment. Individual users remain responsible for compliance with relevant road safety legislation, further supported by the City's drug and alcohol policy, which forms part of broader safety management. In addition, the City has implemented its complaints procedure. If a complaint is received regarding road safety, it will be addressed accordingly. Reputation risks are managed via a standardised fleet policy, business case requirements for new plant items, and the installation of dash cameras in all vehicles. These measures, alongside established management practices and public accountability, ensure that the uncontrolled risk remains low. Service delivery risks are also viewed as low. The City's fleet is relatively small, consisting mainly of generic vehicles and equipment that can be readily replaced by contractors or hire arrangements if necessary. Past experiences indicate that the temporary loss of fleet assets has not adversely impacted service levels. For specialised equipment, such as the patching truck, temporary solutions are available to maintain service continuity until a replacement is sourced. The City notes that the Local Business Continuity Plan – Operations outlines recovery priorities and strategies for maintaining services if the City cannot provide them, including when fleet equipment is unavailable. The City supports regular fleet risk assessments, daily checks, and logbook servicing as standard practice. However, further documentation may offer limited additional value, given the fleet's modest size and straightforward operational requirements. The City's current GPS policy does not permit monitoring of driver behaviour, as the expected benefits do not outweigh the costs and operational complexity, particularly considering the small fleet size. Driver behaviour is primarily a matter for State regulation, though the WHS Committee continues to review incident patterns for opportunities to improve safety. In summary, the City remains committed to a proportionate and practical approach to fleet risk management, the City believes that its current identified risk assessments incorporate fleet management, the following risk items have been identified within the Organisation risk register – OR30 - Fraud, scams and contractor collusion. Consequence - financial loss. Legal prosecution. Crime and Corruption – External, OR79 - Engaging contractors with history of poor performance with the City or publicly known performance or legal issues. focusing on controls that are both effective and appropriate for its operational context, while ensuring ongoing compliance and safety. Therefore, no action required.	
Completion Date	N/A
Responsible Officer	Manager Operation and Director City Infrastructure
Business Unit	City Operations

3.2 Policy Currency and Operational Guidance

City of Cockburn

The City of Cockburn's Fleet and Asset Management Plan (2020–2024) and associated vehicle usage policy HRM GL502.1 are both overdue for review and require updating to ensure continued alignment with current fleet management practices, operational risks, and compliance expectations. The Plan outlines the City's intent to optimise lifecycle costs, align fleet decisions with service needs, and review utilisation across business units. However, it notes that *"future policies are required to refine areas such as vehicle allocation, usage entitlements, and fuel card management,"* which have not been actioned since the plan's approval. This limits its effectiveness as a strategic governance document.

An overarching framework describing the role and objectives of the fleet will re-frame and elevate the fleet to reflect the significance of the role, cost and risk of the fleet in delivering the City's strategic objectives.

The lack of clear principles, policy framework, and active management leaves a guidance vacuum for staff (whether directly involved in management of the fleet or drivers more generally), with behaviour and culture being driven by individuals (bottom up) rather than strategically influenced from the top down. This approach is exemplified by the LGIS report, which highlights a steady increase in fleet crashes averaging over three per month, indicating systemic issues that are not being addressed through existing policies.

Similarly, HRM GL502.1, last updated in July 2020 with a scheduled review in July 2021, continues to reflect legacy arrangements, such as a $174 per fortnight charge for 6-cylinder vehicles, which currently applies to only four individuals under grandfathered provisions. These policies address key areas such as vehicle usage categories (e.g., unrestricted private, purchased private, restricted private, commuter use), employee responsibilities, pool vehicle booking systems, incident and damage reporting, and occupational health and safety compliance. However, their limited scope and outdated content increase the risk of inconsistent vehicle usage controls, policy misalignment, and operational exposure.

Given this, the City should either formally obsolete the grandfathered provisions or comprehensively update the policies and plan to reflect contemporary fleet management practices, compliance standards, and risk controls. If it is necessary to maintain private use privileges for these four individuals, the City should issue a separate, formal memo documenting this exception and explicitly reference it within the updated policy to ensure transparency and sound governance. Failure to address these issues risks inconsistent vehicle usage controls, policy misalignment, and increased operational exposure.

Implication and Risk

Risk: Medium

Outdated or fragmented fleet policy frameworks may lead to inconsistent vehicle usage practices, unclear employee entitlements, and weakened compliance with procurement and asset management requirements. Over time, these deficiencies increase the risk of operational inefficiencies, heightened exposure to liability, poor staff behaviour, and potential disputes among staff, which could undermine effective fleet governance and asset utilisation.

Recommendation(R2)

It is recommended that the City of Cockburn:

- Create fleet management principles to drive development of new fleet-related policies and procedures.
- Fully review, update, and consolidate all fleet-related policies and procedures into a comprehensive and up-to-date Fleet Management.
- Ensure driver behaviour is captured in policy and procedures in a manner that supports consistency with fleet principles as well as related policy and procedures.
- Remove or formally retire outdated provisions, such as grandfathered private use clauses, ensuring alignment with current operational, compliance, and risk management requirements.
- Obtain formal endorsement of all updated policies from appropriate governance bodies and implement a clear communication plan to inform relevant staff.

Management comments (City of Cockburn)

The City recognises the importance of establishing clear and contemporary fleet management policies and procedures. This will be approached collaboratively, with People Experience taking the lead in developing fleet management principles that align with organisational values and workforce expectations.

The review and consolidation of existing fleet-related policies will be undertaken jointly with operational teams to ensure relevance, clarity, and consistency. Particular attention will be given to embedding driver behaviour standards that reflect both fleet principles and broader HR policies.

Outdated provisions, including grandfathered private use clauses, will be formally retired to ensure alignment with current compliance and risk management requirements. All updated policies will be endorsed through appropriate governance channels, supported by a communication plan to ensure staff awareness and engagement.

Completion Date	February 2026
Responsible Officer	Group Manager Parks, Fleet and Waste, and Group Manager People and Organisational Performance
Financial Implication	Internal cost
Business Unit	Parks Fleet Waste

The City of Kwinana currently does not have a formal council adopted Fleet Management Policy or overarching Plan to guide its fleet operations strategically. Instead, fleet-related activities are managed through in internal Human Resources Policy(relating solely to City light fleet vehicles) and a collection of separate documents and work instructions. These include the Vehicle Allocation Authorisation Form and operational guidelines for dash cam usage, small plant replacement, paint and panel damage, and disposal of fleet plant and machinery.

While these documents provide some level of direction, they are largely operational in focus and lack integration under a broader policy framework. Procurement of fleet vehicles is managed through the City's general Procurement Policy, with light vehicles specifically sourced via the WA Government's Common Use Arrangement (CUA), which supports standardised and cost-effective procurement. The day-to-day management of vehicles is overseen through the HR City Vehicle Policy, which outlines processes for acquiring vehicles, allocating vehicle allowances, and defining staff responsibilities. It also includes conditions for booking pool vehicles during work hours and provisions for the suspension or termination of vehicle access if an officer exits the organisation. In September 2024, the City initiated a review of its workshop practices and fleet processes through a facilitated session with IPWEA Fleet, focusing on operational improvements and staff capability. However, despite these efforts, there is no policy in place that addresses driver behaviour, including expectations around safe and responsible vehicle use an essential component of modern fleet risk management. More broadly, the absence of a consolidated, strategic Fleet Management Plan has resulted in fragmented governance and limited alignment between fleet management and organisational objectives. This gap increases the risk of inconsistent practices, reduced accountability, and missed opportunities to optimise fleet performance, manage lifecycle costs, and respond effectively to compliance and safety expectations.

Implication and Risk

Risk: Low

The lack of an integrated and strategic fleet management framework, including the absence of a driver behaviour policy, exposes the City to operational inefficiencies, increased risks, inconsistent practices, and higher lifecycle and compliance costs.

Recommendation(R2)

It is recommended that the City of Kwinana:

- Develop and approve a formal Fleet Management Plan that integrates depot procedures, HR policies, procurement practices, and operational guidelines to ensure cohesive management across all fleet activities;
- Clearly define and document roles, responsibilities, servicing schedules, and access controls within the plan to strengthen governance, improve accountability, and promote consistent and effective fleet operations.

Management comments (City of Kwinana)

Partially Agree.

While the City lacks a Council policy, it has the 'Human Resources – Internal Policy City Vehicles - acquisition, allocation, allowance and use of City Vehicles'. This reflects the fact that fleet management is operational in nature and not appropriate for Council involvement.

The City has a very small fleet, with the light fleet managed in accordance with a policy, and new plant and heavy plant subject to a business case (as is replacement of some plant items, such as the loader and 6-wheeler). Service scheduling is in accordance with manufacturers' recommendations. Procurement is overseen independently to the specific task of fleet acquisition. The specific relevant to fleet, however, are documented in the policy. Replacement is documented within the plant replacement schedule and is supported by a model. However, the team agree that a fleet plan that collates existing policies and approaches, and documents such things as frequency of reviewing changeover frequency, light vehicle hiring and similar, is beneficial.	
Completion Date	August 2026
Responsible Officer	Andrew Fisher
Business Unit	City Operations

3.3 Lifecycle Planning and Data Integration

City of Cockburn

Cockburn's fleet comprises approximately 600 vehicles and equipment, including sedans and wagons, trailers and caravans, loaders and backhoes, tractors and ride-on mowers, buses and ATVs. This also includes a substantial collection of minor plant and machinery.

The City manages its fleet lifecycle using a dedicated system that tracks asset details and maintenance activities. While grant-funded vehicles, such as those provided by DFES, are recorded in the fleet register, they are not subject to the City's internal procurement or operational management processes. These vehicles remain under the control of DFES, and the City has no operational authority over them. To avoid confusion and ensure clarity in financial reporting, the fleet register should explicitly identify DFES-controlled assets and note that they do not have a financial impact on the City's accounts.

For other replacements, procurement processes are followed in line with internal procedures and policy requirements. However, record keeping does not capture disposal or write-off dates, and disposal processes are still handled manually. The city disposes of assets through Pickles Auctions and has adopted a 10-year replacement plan; however, given the diverse nature of the fleet, including a mix of light vehicles, heavy plant, and specialised equipment, this uniform timeframe may not be appropriate for all asset types. Replacement planning remains largely manual and reliant on staff review and approvals, which may limit consistency and responsiveness across different fleet categories.

Furthermore, to support sustainability objectives and improve long-term cost efficiency, the City should also consider incorporating electric vehicles (EVs) within its fleet lifecycle planning. Integrating EVs into procurement and replacement strategies will not only reduce environmental impact by lowering greenhouse gas emissions but also align with evolving industry standards and community expectations for sustainability.

Implication and Risk

Risk: Medium

The reliance on manual record-keeping and fragmented systems for tracking fleet assets and disposals increases the risk of inaccurate or incomplete data, which can undermine effective asset management and capital planning. Without formalised and regularly reviewed operating models, responsibilities for asset control, maintenance, and replacement may lack clarity and consistency. This can lead to delayed or unjustified asset replacements, inefficient use of resources, and potential safety or compliance issues. Furthermore, as the City's fleets grow or diversify, existing manual processes and tools may become inadequate, increasing the likelihood of operational inefficiencies and higher lifecycle costs.

Recommendation (R3)

It is recommended that the City of Cockburn:

- Undertake a feasibility exercise of installing telemetry devices in some or all of the fleet (or other digital solutions to deliver desired lifecycle management outcomes).

- Implement an integrated fleet management system with full lifecycle capability, including disposal tracking and asset justification workflows.
- Conduct a review of fleet assets that have exceeded their replacement thresholds to document justification for retention or initiate disposal; and
- Investigate incorporating electric vehicles into its fleet replacement strategy, prioritising sustainability and cost-efficiency.

Management comments (City of Cockburn)	
The City supports the recommendation to strengthen lifecycle planning and data integration across fleet operations. The Fleet Asset Management Plan (AMP) will serve as the strategic foundation for lifecycle decision-making, setting direction for asset replacement, sustainability targets, and operational efficiency. Implementation of the AMP will be supported by a combination of tools and systems, including spreadsheets, TechnologyOne, and other digital platforms, to ensure accurate tracking of asset performance, disposal, and justification workflows. A review of fleet assets that have exceeded replacement thresholds will be conducted to document retention justifications or initiate disposal. The City will also explore the integration of electric/alternative fuel vehicles into the fleet replacement strategy, aligning with sustainability and cost-efficiency objectives.	
Completion Date	March 2026
Responsible Officer	Group Manager Parks, Fleet and Waste
Financial Implication	$150K approx.
Business Unit	Parks Fleet Waste

City of Kwinana

The City of Kwinana's fleet consists of approximately 250 vehicles and equipment spanning light vehicles, trucks, trailers, and various plant assets that support operational and service delivery functions. Fleet and maintenance registers are maintained using spreadsheets, which, while cost-effective, rely heavily on manual data entry and management. The City follows established procurement policies, including use of Common Use Arrangement (CUA) contracts for light vehicles and disposes of assets through Pickles Auctions, demonstrating compliance with approved procurement and disposal processes.

The City has a Master Fleet and Plant Replacement Program and has recently engaged in workshops to enhance the fleet business model, reflecting proactive efforts to improve governance and operational planning. However, the continued dependence on manual and fragmented record-keeping systems presents risks as the fleet grows or diversifies. Without automated or integrated systems to capture real-time asset condition and maintenance data, there is limited visibility to enable timely and optimised replacement decisions. Additionally, the absence of a formal, documented operating model with clearly defined roles and responsibilities for asset control, maintenance oversight, and renewal planning may lead to inconsistent practices across the organisation.

Implication and Risk

The reliance on manual, spreadsheet-based fleet management and the lack of a formal operating model increase the risk of data inaccuracies, inconsistent asset oversight, and delayed maintenance or replacement decisions. This limits the City's ability to optimise fleet performance, manage costs effectively, and ensure continuity of service as the fleet expands or changes.

Recommendation (R3)

It is recommended that the City of Kwinana:

- Enhance existing spreadsheet-based tools with predictive features (e.g., condition-based triggers or cost modelling) to support timely vehicle replacement decisions.
- Expand fleet registers to include all major plant and equipment, ensuring condition assessments and servicing history are incorporated into renewal planning; and
- Explore phased implementation of a digital fleet system to reduce reliance on manual records and improve asset visibility.

Management comments (City of Kwinana)

The language exaggerates the size of the City's fleet, with minor plant, such as whipper snipers and blower vacs included in the list. The replacement schedule is based on a model and experience. The replacement program is commonly adjusted to account for condition or reliability experience. With a very small fleet, this is easily managed through the informal process.

It is possible that the City's fleet will grow in the the future, and it might be that this level of sophistication is needed. For now, the existing capacity in the system to discuss an individual plant item, and physically sight the item, when making a decision is considered appropriate and cost effective. The City's fleet is not so large that it is necessary to run a complicated model to understand the reliability of the fleet or need to bring forward of push bask replacement.

Also note that the City's ERP capture service and other cost data, which is the basis off the model that supports the current replacement program.

At this stage no further action required in relation to these recommendations.

Completion Date	No action required
Responsible Officer	Manager Operations and Director City Infrastructure
Business Unit	City Operations

3.4 Maintenance Scheduling and Downtime Tracking

City of Cockburn

The City of Cockburn does not systematically record trip and fuel usage data for its vehicles, lacking comprehensive GPS reports or logbook records for monitoring vehicle utilisation. There is no analysis of pool vehicle usage efficiency, and vehicle downtime is not tracked or recorded.

Fuel consumption monitoring relies mainly on BP fuel reports combined with manual verification via fuel cards, without detailed fuel-efficiency analysis. GPS tracking is used only sporadically, and the vehicle booking system may suffer from poor management, resulting in staff misuse and operational inefficiencies.

Maintenance management through the TechnologyOne system is constrained by a single maintenance trigger, limiting flexibility. Spare parts inventory is managed reactively without systematic stock tracking, which may lead to unnecessary downtime. Data collection is fragmented across multiple systems with no centralised platform, hindering effective reporting, performance analysis, and fleet planning.

This results in minimal use of data analytics and telematics, limiting the ability to identify risk trends and optimise fleet operations.

Implication and Risk

Risk: Medium

Inadequate data capture and fragmented systems reduce the City's ability to monitor fleet usage, detect inefficiencies or misuse, and make informed decisions on fleet performance, leading to increased operational costs and missed opportunities for optimisation.

Recommendation (R4)

It is recommended that the City of Cockburn:

- Undertake a feasibility exercise of installing telemetry devices in some or all of the fleet (or other digital solutions to deliver desired maintenance scheduling and downtime tracking outcomes).

Management comments (City of Cockburn)

The City supports the recommendation to enhance maintenance scheduling and downtime tracking through digital solutions. As part of this commitment, the City will scope a procurement document for a fleet management system that supports telemetry integration and maintenance planning.

Subject to budget allocation, the system is planned to be implemented by October 2026. This will enable improved visibility of fleet performance, proactive maintenance scheduling, and reduced operational downtime.

The system will be selected to align with broader fleet lifecycle and asset management objectives, and will integrate with existing platforms where appropriate

Completion Date	October 2026
Responsible Officer	Group Manager Parks, Fleet and Waste
Financial Implication	$150K approx.
Business Unit	Parks Fleet Waste

City of Kwinana

In the City of Kwinana, formal reporting of fuel usage is absent, with fuel cards having set access limits controlling fuel type and usage. While GPS systems record trip data, this is not configured nor is it required for routine monitoring. Pool vehicles used for operational purposes have some usage records, but other pool vehicles lack usage statistics altogether.

Maintenance records exist for selected vehicles, though some new vehicles have yet to reach service milestones. Vehicle safety checks occur during routine servicing, with work requests converted to work orders, but formal reporting on safety checks and downtime is not performed.

Fuel consumption tracking is limited to fuel reports without fuel-efficiency analytics, which is deemed unnecessary by management given manual oversight and a relatively small fleet size.

Implication and Risk

Risk: Low

Limited monitoring weakens oversight, creates a risk of inefficiency or misuse, and limits evidence-based fleet optimisation.

Recommendation (R4)

It is recommended that the City of Kwinana:

- Utilise existing unused systems and data capability to support effective and efficient management of the fleet.
- Explore scalable digital fleet solutions if the fleet size or operational complexity increases, to future-proof management capabilities.

Management comments (City of Kwinana)

The City's GPS policy does not allow the City to use GPS data for monitoring staff. The purpose of the GPS is to find vehicles (working alone control) and to update record of travelled km for service scheduling (this is instead of using fuel reports, which also provide this data). GPS data can only be used to monitor a driver, with the permission of the driver. The recommendation at this stage will not be actioned in accordance due to the City's current policies and procedures.

The City's fleet is not so large that route planning will have a material impact on cost. In addition, the City's approach to managing its operations means that this type of planning is better done as part of work planning (i.e. the order that parks are mowed, or restricting pothole repairs to a suburb), which can be undertaken without GPS or even consideration of the fleet.

Completion Date	No action required
Responsible Officer	Manager Operations and Director City Infrastructure
Business Unit	City Operations

3.5 KPI Monitoring and Performance Oversight

City of Cockburn

Cockburn last formally reviewed its fleet-related Key Performance Indicators (KPIs) under a Balanced Scorecard framework in 2016. Since then, there has been no systematic update or reassessment of these KPIs to reflect changes in fleet composition, usage patterns, operational risks, or strategic objectives. As such, the current framework may not be aligned with modern fleet management expectations or sustainability goals (e.g. utilisation efficiency, emissions reduction, cost per kilometre, or downtime reduction).

Implication and Risk

Risk: Low

The lack of a current and structured KPI monitoring process presents several risks, including relying on outdated performance indicators may result in missed opportunities to improve fleet efficiency, reduce operational costs, or align with sustainability and emissions targets. Without updated KPIs, it becomes difficult to track whether fleet services are meeting the organisation's evolving needs or delivering value for money.

The absence of up-to-date and measurable indicators hinders evidence-based decision-making and may affect long-term planning, budget justification, and compliance with good asset management practices.

Recommendation (R5)

It is recommended that the City of Cockburn:

- Undertake a feasibility exercise of installing telemetry devices in some or all of the fleet (or other digital solutions to deliver desired KPI monitoring and performance oversight outcomes).
- Reflect current fleet usage, cost metrics, environmental targets, and asset performance indicators (e.g. fuel efficiency, lifecycle cost, utilisation rate, downtime);
- Be monitored regularly through dashboards or periodic reporting.
- Align with broader organisational goals, including sustainability and financial stewardship.

Management comments (City of Cockburn)

The City supports the recommendation to strengthen lifecycle planning and data integration across fleet operations. The Fleet Asset Management Plan (AMP**)** will serve as the strategic foundation for lifecycle decision-making, setting direction for asset replacement, sustainability targets, and operational efficiency.

Implementation of the AMP will be supported by a combination of tools and systems, including spreadsheets, TechOne, and other digital platforms, to ensure accurate tracking of asset performance, disposal, and justification workflows.

A review of fleet assets that have exceeded replacement thresholds will be conducted to document retention justifications or initiate disposal. The City will also explore the integration of electric/alternative fuel vehicles into the fleet replacement strategy, aligning with sustainability and cost-efficiency objectives.

Completion Date	October 2026
Responsible Officer	Group Manager Parks, Fleet and Waste
Financial Implication	$150K approx..
Business Unit	Parks Fleet Waste

City of Kwinana

The City of Kwinana does not currently apply formal KPIs to its fleet operations. The City noted that its fleet is relatively small, service-oriented, and supports a mixture of municipal functions, including emergency response capability. Large vehicle acquisitions are supported by business cases; however, there is no structured monitoring of fleet performance through measurable indicators. The absence of a formalised KPI framework limits the City's ability to assess efficiency, value for money, or continuous improvement in fleet service delivery.

Implication and Risk

Risk: Low

The lack of a current and structured KPI monitoring process presents several risks. In particular, the absence of formal KPIs reduces visibility over how effectively the fleet supports service delivery, particularly for emergency or critical response functions. This limits the ability to assess utilisation levels, maintenance responsiveness, and overall .

Recommendation (R5)

It is recommended that the City consider introducing a basic KPI structure tailored to the City's fleet size and service requirements. Priority areas may include:

- Vehicle utilisation (e.g. hours or kilometres per month);
- Downtime or maintenance responsiveness;
- Fuel consumption and emissions; and
- Cost per unit of service (e.g. $/km or $/hour).

Management comments (City of Kwinana)

This approach is inconsistent with the size of the fleet. The City is not running a large transport business or a mining operation that needs to maximise profits through reducing the operating cost of a large plant fleet. The rudimentary approach of considering fuel efficiency, and using a multi-criterion scoring system to determine purchases (including consideration of depreciation), with adjustments made to account for poor performance, is appropriate.

Cost per unit has been calculated previously, to inform the charge out rate for plant. This process also triggered a review of the loader and 6 wheeler truck. The size of the fleet makes it easy to identify problematic vehicles or plant items and adjust procurement approaches, where it is relevant – additional investment and the use of KPIs is likely to exceed the benefit that might be realised.

Completion Date	No action required
Responsible Officer	Manager Operations and Director City Infrastructure
Business Unit	City Operations

3.6 Operating Model

City of Cockburn

The City of Cockburn manages its fleet under an ownership-based model, where individual business units are responsible for vehicle use, maintenance, and replacement decisions. However, this model is not supported by a formal operating framework, and there is no evidence that it has been periodically reviewed to assess whether it remains effective or efficient. During the audit, the City advised that the model had been established some years ago, and the staff involved in those decisions have since left the organisation. As a result, the rationale behind the current model is unclear, and institutional knowledge has been lost over time.

Fleet services are delivered through a mix of internal and outsourced arrangements, but these appear to be based on historical practice rather than structured value-for-money assessments. In contrast, many other local governments have adopted better practice models that include leasing arrangements, centralised oversight, lifecycle cost tracking, and use of telematics to improve utilisation and service delivery. These models typically provide clearer accountability, cost transparency, and alignment with operational priorities.

Implication and Risk

Risk: Low

The lack of a formal and periodically reviewed fleet operating model may lead to inefficient use of fleet assets, inconsistent maintenance and replacement practices, and limited transparency in decision-making. The City may also miss opportunities to improve value for money and better align its fleet strategy with current and future service delivery needs.

Recommendation (R6)

It is recommended that the City of Cockburn:

- Conduct a formal review of the City's ownership-based fleet model to assess whether it remains fit for purpose and aligned with better practice principles.
- Evaluate alternative approaches, including leasing, integrated lifecycle management, and use of telematics, to support more efficient and evidence-based fleet decision-making.
- Document the preferred operating model in a formal framework, clearly outlining governance arrangements, responsibilities, and processes for ongoing review.

Management comments (City of Cockburn)

The City agrees that a review of the fleet operating model is necessary to ensure it remains fit for purpose and aligned with better practice principles. This review will be informed by and developed in conjunction with the upcoming review of the City's Fleet Asset Management Plan (AMP).

The AMP will set the strategic direction for fleet operations, including evaluation of ownership versus alternative models such as leasing and integrated lifecycle management. The City's Asset Management team will lead the development of the AMP, with support from the Fleet team to ensure operational alignment and practical implementation.

Should the ownership model be retained, it will require the implementation of a fleet management system capable of accurately measuring utilisation and supporting evidence-based decision-making. The preferred operating model will be documented in a formal framework, outlining governance arrangements, responsibilities, and processes for ongoing review.

Completion Date	October 2026
Responsible Officer	Group Manager Parks, Fleet and Waste
Financial Implication	$150K approx.
Business Unit	Parks Fleet Waste

City of Kwinana

The City of Kwinana also operates under an ownership-based fleet model, where each department manages its own vehicles, including maintenance and replacement. However, there is no formal documentation outlining the operating model, and no evidence of any structured review to evaluate its effectiveness or relevance in the current environment. The model appears to be a legacy arrangement, carried forward without a clear assessment of its ongoing suitability.

There is also limited evidence of benchmarking or evaluation of alternative models that could offer improved efficiency or cost-effectiveness. By contrast, other local governments have adopted fleet management approaches that reflect better practice, such as leasing, centralised coordination, integration of telematics, and whole-of-life cost analysis to enhance oversight, reduce capital outlay, and support service optimisation.

Implication and Risk

Without a clearly defined and regularly reviewed fleet operating model, the city risks inefficiencies in asset utilisation, inconsistent practices across departments, and reduced ability to demonstrate value for money. The city may also be constrained in its ability to adapt fleet operations to changing service needs or industry standards.

Recommendation (R6)

It is recommended that:

- Undertake a strategic review of the City's ownership-based fleet model to assess whether it remains appropriate, efficient, and aligned with organisational goals.
- Consider benchmarking against other local governments that have adopted better practice models involving leasing, data-driven decision-making, and coordinated fleet governance.
- Develop and formalise a fleet management framework that defines roles, responsibilities, governance structures, and a process for ongoing review and improvement.

Management comments (City of Kwinana)

A simple comparison of interest rates is enough to determine that it is cheaper to own than lease. Leasing is a form of credit that is used to avoid tying up capital and is useful for expanding a business without having to release existing capital. The City's fleet is already owned, and growth of the fleet is slow enough that it can be accommodated within the City's budget.

Lease versus debt could be considered, on a case-by-case basis, when considering the purchase of a major plant item as part of expanding into a new insourcing business (e.g. road sweeper). However, the City's access to low cost debt through the State treasury is unlikely to be less superior than a commercial lease that incorporates debt finance, overheads and profit.

The above statement is not factually accurate; the City's department managers are not responsible for the maintenance and replacement of pool vehicles. Should there be an issue with the pool vehicle the custodian is required to contact the Fleet Technical Officer who would take the appropriate action.

The City has a Fleet Technical Officer that is responsible for the day-to-day manage of the fleet. This role sits within the business hierarchy that ultimately sits under the Executive Leadership Team and CEO. For such a small operation, this seems and appropriate level of role definition.

Completion Date	No action required
Responsible Officer	Manager Operations and Director City Infrastructure
Business Unit	City Operations

Appendix A: Maturity Assessment

Audit performed a Maturity Assessment of Fleet Management practices for the City of Cockburn and the City of Kwinana, applying a five-level maturity scale. The maturity assessment used the following definitions for each maturity level:

1 - Initial

At this stage, fleet sizing and composition are managed in a highly reactive and unstructured manner. Decisions about fleet purchases, disposals, and replacements are made sporadically, often prompted by immediate needs rather than strategic planning. There is minimal understanding of how fleet composition affects operational efficiency. Indicators: Fleet acquisitions are often unplanned and driven by immediate needs. There is no formal policy on vehicle replacement or disposal. Decisions on fleet composition are made without comprehensive data. Record-keeping is sporadic or non-existent. There is a significant variance in vehicle types without a clear justification.

2 - Developing

At the Developing stage, the organisation begins to recognise the need for better control and starts to implement basic strategies for fleet management. There is some use of data to make decisions, and initial policies on fleet replacement and acquisition are in place, but these are not yet fully structured or optimised. Indicators: Basic guidelines for vehicle purchase and disposal are developed. Fleet data is collected but not systematically analysed. Initial awareness of the impact of fleet composition on operational costs. Periodic reviews of fleet size and usage start to take place. Some efforts to standardise fleet vehicles are evident, although not consistently applied.

3 - Defined

In the defined stage, the organisation has established clear policies and procedures for fleet management, which are documented and communicated within the organisation. There is a structured approach to fleet sizing and composition, with regular data collection and review processes in place. Indicators: Comprehensive policies on fleet management are documented and followed. Regular data-driven reviews of fleet performance and needs are conducted. Standardisation of fleet vehicles is largely achieved. There are set criteria for vehicle replacement, including age, mileage, and maintenance costs. Decisions are supported by detailed cost-benefit analyses

4- Managed

At the managed level, the organisation proactively manages its fleet through advanced data analysis and strategic planning. Fleet sizing and composition are regularly optimised based on detailed operational data, predictive analytics, and lifecycle cost management. There is strong integration between fleet management practices and the organisation's overall strategic objectives. Indicators: Advanced data analytics are used for decision-making. Predictive models are employed to forecast future fleet needs and the timing of replacements. Lifecycle cost analyses are routinely performed. There is a high level of compliance with environmental and efficiency standards. Fleet management practices are aligned with broader organisational strategies

5- Optimised

In the Optimising stage, the organisation continuously improves and refines its fleet management strategies. Fleet management is fully integrated with cutting-edge technologies such as telematics and automated reporting systems. The organisation not only responds to current needs but also innovatively anticipates future challenges and opportunities in fleet management. Indicators: Continuous improvement processes are embedded in fleet management activities. Use of telematics and IoT devices for real-time fleet monitoring and management. Regular benchmarking against industry standards to identify improvement opportunities.

The maturity assessment of the City of Cockburn's fleet management practices, as depicted in the image above, highlights varying levels of development across four key areas: Fleet Strategy and Planning, Fleet Operations and Maintenance, Fleet Performance and Analytics, and Compliance and Risk Management. Using a five-level maturity scale ranging from Initial (1) to Optimised (5), the assessment found that overall, the City's fleet practices sit at an average rating of 1.95, indicating they are in the Developing stage. Specifically, Fleet Operations and Compliance areas showed relatively higher maturity at 2.40, reflecting some structured practices and guidelines. In contrast, Fleet Strategy and Planning and Fleet Performance and Analytics scored lower, with the latter at 1.00 (Initial), suggesting highly reactive and unstructured processes in those areas. The radar chart visually compares the current maturity levels (blue) with the desired future state (green), revealing clear opportunities for improvement, especially in data-driven decision-making, planning, and performance analysis.

ASSESSMENT SUMMARY (RATING)

FLEETassess

City of Cockburn

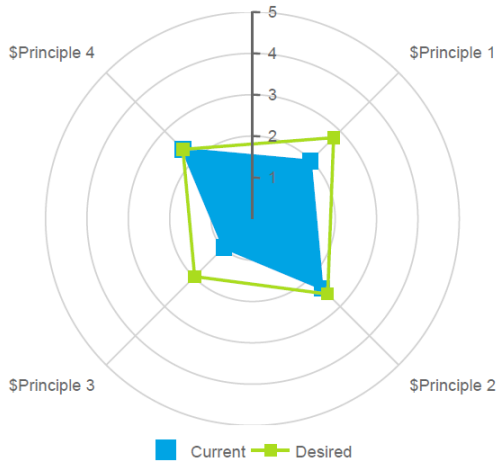
Assessment Name: FLEETassess

Assessment Year: Current Year

CURRENT STATE

1. Fleet Strategy and Planning
2. Fleet Operations and Maintenance
3. Fleet Performance and Analytics
4. Compliance and Risk Management

Rating	Description
1	Initial
2	Developing
3	Defined
4	Managed
5	Optimised



SCORECARD

Principles	Current Ave. Rating	Desired Ave. Rating
1. Fleet Strategy and Planning	2.00	2.80
	Developing	Developing
2. Fleet Operations and Maintenance	2.40	2.60
	Initial	Developing
3. Fleet Performance and Analytics	1.00	2.00
	Initial	Developing
4. Compliance and Risk Management	2.40	2.40
	Developing	Developing
Overall	1.95	2.45

The City of Kwinana's fleet management practices were assessed using a five-level maturity model, ranging from Initial (1) to Optimised (5). As shown in the image above, the City's overall fleet management maturity sits at an average of 2.20, placing it within the Developing stage. This suggests that foundational practices are in place, with growing awareness of the need for structured fleet management. The highest-rated areas are Fleet Strategy and Planning (2.80) and Fleet Operations and Maintenance (2.60), indicating that the City has started to implement basic policies and periodic reviews in these areas. Meanwhile, Fleet Performance and Analytics (1.80) and Compliance and Risk Management (1.60) remain at the Initial level, suggesting limited use of performance data and formal risk controls. The radar chart visually represents the current (blue) and desired (green) maturity levels, showing a relatively small gap, reflecting modest improvement targets across all principles.

ASSESSMENT SUMMARY (RATING)

FLEETassess

City of Kwinana

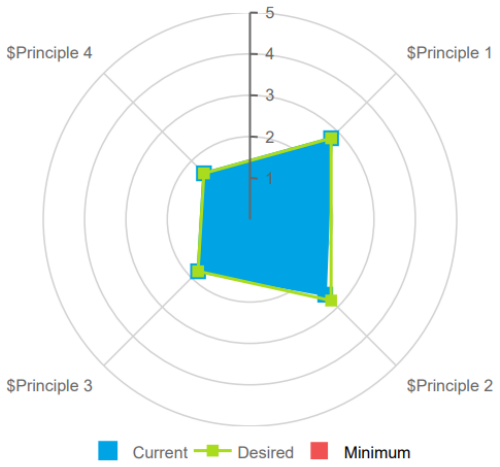
Assessment Name: FLEETassess

Assessment Year: Current Year

CURRENT STATE

1. Fleet Strategy and Planning
2. Fleet Operations and Maintenance
3. Fleet Performance and Analytics
4. Compliance and Risk Management

Rating	Description
1	Initial
2	Developing
3	Defined
4	Managed
5	Optimised



SCORECARD

Principles	Current Ave. Rating	Desired Ave. Rating
1. Fleet Strategy and Planning	2.80	2.80
	Developing	Developing
2. Fleet Operations and Maintenance	2.60	2.80
	Developing	Developing
3. Fleet Performance and Analytics	1.80	1.80
	Initial	Initial
4. Compliance and Risk Management	1.60	1.60
	Initial	Initial
Overall	2.20	2.25


bluezoo

15.2.3 Follow-Up Report: LGIS Fleet Risk Assessment

Executive	Director Infrastructure Services
Author	Group Manager Parks, Fleet and Waste
Attachments	N/A

Officer Recommendation/Committee Recommendation

That Council NOTES the Local Government Insurance Scheme Fleet Risk Assessment Audit 2024 update.

Background

The City of Cockburn participated in a Fleet Risk Assessment Audit conducted by the Local Government Insurance Scheme (LGIS), following concerns over the City's elevated insurance claims compared to peer councils.

The assessment aimed to identify contributing risk factors and recommend strategies to mitigate these risks.

The Audit Risk and Compliance Committee received the initial report and requested a follow-up within twelve months to monitor progress and ensure appropriate actions were being taken

Submission

N/A

Report

Following the LGIS Fleet Risk Assessment, the following initiatives have been undertaken to address the key findings:

Claims Analysis: A detailed review of historical insurance claims was conducted to identify recurring patterns and root causes. This analysis has informed targeted interventions.

Driver Behaviour Monitoring: Preliminary steps have been taken to assess driver behaviour through existing telematics data and incident reports. This has helped identify high-risk driving practices and areas for improvement.

Fleet Maintenance Review: Maintenance schedules and procedures have been reviewed to ensure alignment with best practices. A gap analysis was completed to identify inconsistencies in servicing intervals and documentation.

Policy and Procedure Audit: Fleet-related policies, including driver responsibilities, vehicle allocation, and incident reporting, have been audited. Recommendations for updates have been drafted and are under internal review.

Inter-Council Collaboration: Blue Zoo Advisory Ltd has recently completed a joint Fleet Audit with the City of Kwinana, providing further benchmarking insights and collaborative opportunities to improve fleet risk management practices

The initial assessment highlighted three major areas of concern:

1. High Claims Frequency: Still evident, however the ratio of at fault claims to overall claims has revealed that the City is below average once benchmarked against peer councils.
2. Benchmarking Gaps: The statistics show that since 2022 the City is on average with its peer councils, with at fault vehicle claims remaining constant.
3. Operational Risk Exposure: Specific risks related to vehicle usage, driver accountability, and maintenance consistency remain a priority focus.

This chart compares Cockburn's total and at-fault fleet claims against the metropolitan cities benchmark. Cockburn consistently performs better than the benchmark, with at-fault claims significantly lower for the past three years.

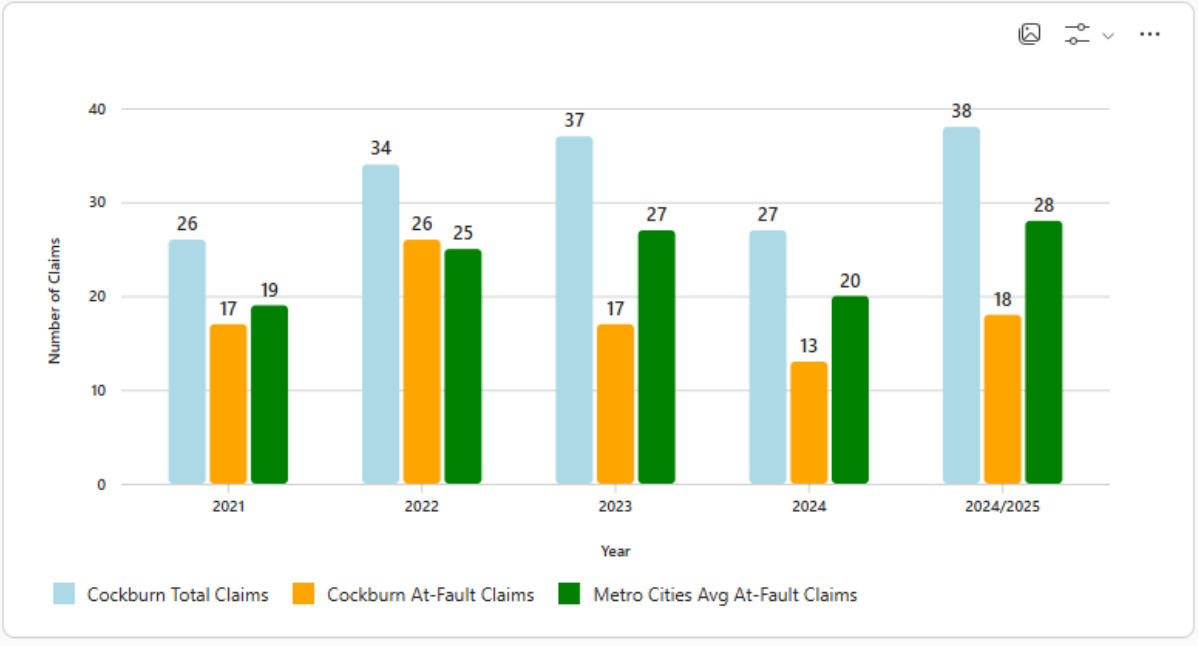


Figure 1: Cockburn Fleet Claims vs Metro Benchmark.

LGIS Fleet Risk Assessment - Recommendations Table Update

Recommendation	Description	Status/Action Taken
1. Enhance Driver Training	Implement targeted driver training programs to address common causes of accidents and improve overall driving behavior within the fleet.	The City has engaged Performance Driving Australia to undertake driver training. Priority training has commenced based on risk assessments. 18 staff completed to date It is proposed all staff required to operate city vehicles and plant will undertake the driver assessment training.
2. Fleet Management Systems	Consider adopting advanced fleet management systems that provide real-time monitoring of vehicle usage, maintenance schedules, and driver performance.	A Fleet Management System is proposed to be procured by Q2 FY27 (subject to budget allocation) which aligns with the Blue Zoo Audit recommendation
3. Policy Review	Review and update fleet management policies, focusing on risk reduction strategies, including regular vehicle inspections, driver assessments, and incident reporting protocols.	Policy has been delayed due to resource availability. Revised date for completion is Q4 FY26
4. Claims Monitoring	Establish a dedicated team or system for monitoring insurance claims and analysing trends to proactively address emerging risks.	The City's fleet contracts team, have existing analysis documents in place, the addition of a fleet management system will further enhance data capture and enable the identification of emerging risks.
5. Collaboration with LGIS	Continue collaborating with LGIS to refine risk management practices and take advantage of their expertise in mitigating fleet-related risks.	Discussions continue with LGIS, clarity on data capture and claims analysis will further improve collaboration, and result in data driven improvements to the City's fleet management processes.

Strategic Plans/Policy Implications

Listening and Leading
A community focused, sustainable, accountable, and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

- Work Health and Safety Act 2020
- Work Health and Safety (General) Regulations 2022
- Road Traffic (Vehicles) Act 2012
- Road Traffic Act 1974 and subsidiary legislation

Community Consultation

N/A

Risk Management Implications
There is a medium operational risk exposure to Council if the report is not adopted by the Audit, Risk and Improvement Committee as without an updated policy and driver training there is a potential for increase in vehicle unavailability and team members comprehension of the vehicle policy.

There is a medium to high level of financial risk exposure to Council if the report is not adopted by the Audit, Risk and Improvement Committee due to continued payments increasing insurance premiums.

Advice to Proponent(s)/Submitters

N/A

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

N/A

15.2.2 Integrity Strategy Update

Executive	Chief Executive Officer
Author	Risk and Governance Advisor
Attachments	1. City of Cockburn Completed PSC Integrity Framework Maturity Self-Assessment Tool ⇩

RECOMMENDATION
That Council:

(1) RECEIVES the Integrity Strategy – Update report;

(2) ACKNOWLEDGES the City has undertaken , the Public Sector Integrity Maturity Self-Assessment to arrive at the self-assessed level of Developing, which is supported by identified documentation;

(3) SETS a target of a level of Embedded under the Public Sector Integrity Maturity Self-Assessment by 2028; and

(4) REQUESTS the Chief Executive Officer to develop an Audit, Risk and Improvement Strategy for presentation to the May 2026 Audit, Risk and Improvement Committee.

Background

On 20 July 2025, the City of Cockburn (the City) reported to the Audit, Risk and Compliance Committee (ARC) the Governance Update - Development of an Integrity Strategy which set the foundation to align the City to the Public Sector Commission's Integrity Strategy.

This report is an update to the City's Audit, Risk and Improvement Committee (ARIC) on progress made since the initial report to the ARC in July 2025

Submission

N/A

Report

The Public Sector Commission (PSC) Integrity Framework Maturity Self-Assessment Tool allows entities to assess themselves against 4 maturity levels in 13 nominated integrity elements, presented as **Attachment 1** to this report.

The 4 maturity levels in order of increasing maturity are as follows -

- Emerging
- Developing
- Embedded
- Excelling.

This assessment is supported by numerous City policies, frameworks, guidelines, processes, and systems, including but not limited to -

- The City's Risk Maturity Improvement Plan, which is informed by the Moore Australia Risk Maturity report presented to the ARC at its 25 May 2023 meeting
- The Governance Improvement Guidance Plan, which resulted from the 2024 RokSteady Governance Review of the City.

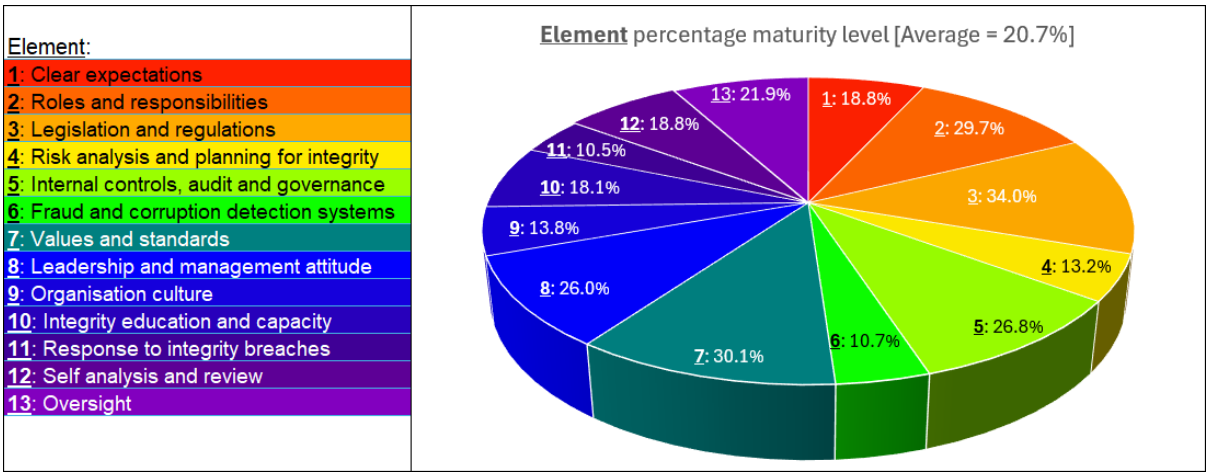
The assessment is summarised in the table below -

Element	Description	City self-assessed maturity level
Element 1: **Clear expectations**	The authority head clearly describes and communicates their integrity expectations	**Developing**
Element 2: **Roles and responsibilities**	Roles and responsibilities are assigned to ensure a coordinated approach to managing integrity	**Developing**
Element 3: **Legislation and regulation**	Legislation, regulations and external policy obligations are identified and accounted for	**Developing**
Element 4: **Risk analysis and planning for integrity**	Integrity risks are identified and analysed, and plans are made to manage them	**Developing**
Element 5: **Internal controls, audit and governance**	Integrity risks are managed through sound internal controls, and audit is used to evaluate the adequacy and effectiveness of controls	**Developing**
Element 6: **Fraud and corruption detection systems**	Systems and activities are in place to detect events different to those considered standard, normal or expected	**Emerging**
Element 7: **Values and standards**	Values and standards (code of conduct) are in place and describe what acceptable workplace behaviour looks like in practice	**Developing**
Element 8: **Leadership and management attitude**	Leaders are aware of and understand their role to model behaviours consistent with expectations, values and standards; and to take action addressing behaviour that is inconsistent with these	**Developing**
Element 9: **Organisation culture**	Integrity is part of organisation culture. It is actively managed to ensure integrity is sustained	**Developing**

Element	Description	City self-assessed maturity level
Element 10: **Integrity education and capacity**	Integrity education helps build staff capacity to act with integrity	**Emerging**
Element 11: **Response to integrity breaches**	Integrity breaches are responded to in a timely and proportionate way to ensure integrity is sustained	**Emerging**
Element 12: **Self-analysis and review**	Analysis and review activities of actions to support integrity are undertaken as part of continuous improvement	**Developing**
Element 13: **Oversight**	Oversight is about providing the authority head assurance that the authority's approach to integrity is working as intended	**Developing**

The City's self-assessment supports the view that the City maturity levels regarding all 13 elements in the integrity assessment is overall 'Developing'.

A graphical representation of the maturity levels for each of the 13 elements is shown in the pie-chart below -



The above schematic shows that the elements in which the City has significant integrity systems and processes are in -

- Element 2: Roles and responsibilities, 29.7% implementation
- Element 3: Legislation and regulations, 34.0% implementation
- Element 5: Internal controls, audit and governance, 26.8% implementation
- Element 7: Values and standards, 30.1% implementation
- Element 8: Leadership and management attitude, 26.0% implementation.

The opportunities for improvement have been identified in –

- Element 4: Risk analysis and planning for integrity, 13.2% implementation
- Element 6: Fraud and corruption detection systems, 13.2% implementation
- Element 9: Organisation culture, 13.8% implementation
- Element 11: Response to integrity breaches, 10.5% implementation.

This integrity self-assessment has provided a base level on which to develop the City's Integrity Strategy in accordance with the requirements of the PSC Integrity Strategy.

Following the October 2025 local government elections, and with the formation thereafter of the new City of Cockburn Audit, Risk and Improvement Committee (ARIC), the committee will be required to overview and guide the City in developing its Integrity Strategy and align it to the PSC's Integrity Strategy.

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 and Leading
A community focused, sustainable, accountable, and progressive organisation.
• Best practice Governance, partnerships and value for money.
• Employer of choice focusing on equity, innovation and technology.

Budget/Financial Implications

The development of the Integrity Strategy can be dealt with during the usual Corporate Business Plan and Budget processes.

Legal Implications

The Integrity Strategy will assist the City to comply with its legal obligations and align it to the PSC integrity requirements.

Community Consultation

N/A

Risk Management Implications

The Integrity Strategy can include actions to better manage any identified integrity risks.

Advice to Proponent(s)/Submitters

N/A

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

Nil

Public Sector Commission
GOVERNMENT OF WESTERN AUSTRALIA

Integrity Framework Maturity Self Assessment Tool

Helping WA public authorities assess and improve their approach to integrity

Element 1: Clear expectations

The authority head clearly describes and communicates their integrity expectations

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☐ Expectations, if documented, are only in the code of conduct. ☐ The authority head rarely communicates their expectations. ☐ Line managers check staff understanding of expectations only after an integrity breach. ☒ There are limited specific expectations communicated to external stakeholders (e.g. those who do business with the authority or use its services).	☒ Expectations are in the code of conduct, being documented in integrity policies and procedures, and included in job descriptions for some positions of trust when they are updated. ☐ The authority head occasionally reinforces their expectations (e.g. face to face, staff communications). ☒ Line managers explain expectations at induction. Some reinforce them during employment (e.g. through staff performance processes). ☐ Specific expectations for external stakeholders are being developed.	☐ The integrity framework, code of conduct, integrity policies and procedures, and most business processes reflect the authority head's expectations. ☒ The authority head frequently reinforces their expectations and there is clear "tone from the top". ☐ Line managers consistently model and reinforce the "tone from the top". This is demonstrated in part by staff understanding expectations and being able to explain what these are when asked. ☐ Expectations are communicated to external stakeholders (e.g. through a statement of business ethics).	☐ New policies and procedures are written consistently to reflect the authority head's expectations. ☐ The leadership group demonstrates the "tone from the top". It is visible and well known inside and outside the authority. ☐ Staff model and support the "tone from the top" which is assessed through staff performance processes. ☐ External stakeholders who do not meet communicated expectations are held to account (e.g. through appropriate legislative or contractual mechanisms).

Comments

The City of Cockburn appears to be mostly at the 'Developing' level. The procurement team communicates some of the City's expectations to external entities. The City of Cockburn Employee Code of Conduct, and some PDs detail integrity expectations from employees. Most Line Managers reinforce integrity expectations, either at team meetings or in on-to-one meetings. The CEO continually reinforces his integrity expectations at ELT briefings.

Element 2: Roles and responsibilities

Roles and responsibilities are assigned to ensure a coordinated approach to managing integrity.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☐ Some roles and responsibilities are assigned. These are documented to meet compliance obligations (e.g. role of the audit committee). ☐ Some delegations are documented; these mainly relate to finance and human resources. ☐ Information and data requests from external integrity bodies are responded to in an ad hoc way. ☐ Staff think integrity is someone else's responsibility. Individual and shared responsibility is not well understood.	☒ Roles and responsibilities are being assigned as the integrity framework is developed (e.g. to positions, teams, groups and committees) and in job descriptions when they are updated. ☐ Delegations are being considered across functions and activities and being documented in an accessible schedule. ☒ Responsibility has been assigned to a position or team to coordinate information and data requests and interactions with external integrity bodies. ☒ Staff are becoming aware that integrity is everyone's responsibility. This is being communicated in the integrity framework, code of conduct, integrity policies and procedures.	☐ Roles and responsibilities – including the authority head's accountability for integrity – are documented in the integrity framework. ☒ Relevant roles and responsibilities (e.g. between the governing board chair or mayor/shire president, chancellor and authority head and staff) are clear and documented in the integrity framework. ☒ Delegations for all legislative and high risk functions are covered (e.g. regulation, approvals, human resources, finance). ☐ Requests from external integrity bodies are planned for and scheduled so they can be responded to in a timely and fulsome way. ☐ Staff are aware that integrity is everyone's responsibility and can explain what this means when asked.	☐ Leaders and staff with key assigned roles and responsibilities in the integrity framework regularly discuss challenges and identify opportunities to improve the framework. These improvements feed into self-analysis and review of the framework. ☐ The delegations schedule is monitored and updated in real time. ☐ A dedicated position, team or committee is tasked with engaging with external bodies, promoting integrity, and helping to prevent misconduct and corruption, and providing specialist advice to the leadership group on trends and improvement actions. ☐ Staff are provided with a formal avenue to suggest changes to the integrity framework.

Comments

The City of Cockburn appears at the 'Developing' level. The City of Cockburn Employee Code of Conduct, and some PDs detail integrity expectations from employees. Relevant roles and responsibilities for Elected Members, Mayor and CEO are clear and documented in the City of Cockburn Governance Framework In most instance Legal Counsel is assigned responsibility for coordinating information and data requests and interactions with external integrity entities. The City of Cockburn Register of Delegations contains all delegated powers for the organisation. People and Organisational Development Services, and Procurement Services, respectively, notify Governance and Finance, when an officer is deemed to need a Delegation / Purchase Authorisation Level.

Element 3: Legislation and regulations

Legislation, regulations and external policy obligations are identified and accounted for.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

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Characteristics			
☐ Legislative, regulatory and external policy obligations (e.g. those required by enabling legislation and those set by central bodies) are not fully identified. ☐ Compliance gaps, if any, are mostly unknown. ☐ Staff understanding of their powers, functions and obligations – and how they apply these in practice – relies on their knowledge and capability.	☐ Legislative, regulatory and external policy obligations are being identified. An accountability map or similar is being completed. ☒ Any compliance gaps identified are being addressed. ☐ Staff are becoming aware of the power, functions and obligations relevant to their role (e.g. acting in line with operating procedures). Line managers are taking a more active role in this.	☒ All obligations are documented and accounted for (e.g. reflected in internal controls, roles and responsibilities, compliance calendars). ☐ Compliance gaps are addressed as identified. ☒ Staff understand the power, functions and obligations relevant to their role (e.g. delegations) and can explain how these apply in practice. ☒ Line managers support their staff to comply with obligations and oversight compliance. They demonstrate they have taken action on non-compliance (e.g. through staff performance and discipline processes).	☐ All obligations are monitored to track changes to legislation, regulations and external policy. Changes are communicated and updates made (e.g. to internal controls). ☐ Proactive monitoring identifies compliance gaps. ☐ Passive and active monitoring is undertaken to check if staff are carrying out powers, functions and obligations as expected (e.g. discretionary powers are appropriately exercised and staff act in line with delegations).

Comments

The City of Cockburn appears to be almost at the 'Embedded' level. With General Counsel and Service Lead Governance and Council Support, compliance gaps are addressed when these are identified. Compliance calendars, once generated through the *Attain* solution, can now be made available through *SharePoint*. The City of Cockburn Register of Delegations contains all delegated powers for the organisation. Moreover, staff have the job expertise and experience to understand their powers to ensure that they will not be deemed *ultra vires* when exercising a power. Exercised delegated authority is recorded in a register, generated via a *TechnologyOne* report run by Finance and reported to Council.

Element 4: Risk analysis and planning for integrity

Integrity risks are identified and analysed, and plans are made to manage them.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

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Characteristics			
☐ Integrity risks are narrowly defined. Little consideration is given to functions and activities that give rise to integrity risks. The priority is material financial risk. ☐ There is limited agreement about the value of, and approach to, managing integrity risks among the leadership group. ☐ Managing integrity risks associated with functions and activities relies on the judgement of line managers. There are limited methodologies, tools and guidance to assist them, other than processes to manage financial risks. ☒ Some but not all staff are able to explain the integrity risks associated with their work or the importance of managing them.	☒ Integrity risks, including those relating to high risk functions, activities and any outsourced programs and activities, are being identified, adequately defined, analysed and documented in risk registers. ☒ The authority head communicates the value of managing integrity risks to the leadership group. A shared understanding of risk management is being developed. ☒ Risk owners are being identified and assigned for high risk functions and activities. They are provided with methodologies, tools and guidance (e.g. risk management policies and procedures) to help analyse and manage risks. ☐ Staff are becoming familiar with the integrity risks associated with their work and what they need to do to manage them (e.g. comply with policies and procedures).	☐ Integrity risks from internal and external sources have been identified. Risk owners are assigned for all identified risks in risk registers. Integrity risks are reflected in broader planning processes (e.g. strategic, operational, project and business continuity). ☐ Integrity risks are regularly monitored, reviewed, updated and reported on, and take account of changes impacting the risk profile. ☐ The authority head regularly reinforces the value of managing integrity risks (e.g. face to face, in staff communications). ☐ Risks owners are provided with methodologies, tools and guidance that take into account better practice outlined in Australian Standards 31000-2018: Risk Management Guidelines and 8001-2021: Fraud and Corruption Control. ☐ Staff understand the integrity risks associated with their work and identified shared risks, and can explain how they manage these in practice.	☐ Assessment of integrity risk considers behavioural factors (e.g. what makes individuals more vulnerable to engaging in misconduct and corruption from internal and external sources). ☐ Advanced tools are used to monitor and report on integrity risks (e.g. automated dashboards and data analytics). They help inform decisions to improve risk management. ☐ The leadership group takes a positive and proactive approach to managing all risks including shared risk (e.g. inter-authority or multi-jurisdictional projects). ☐ Risk owners champion risk management. ☐ Staff consistently identify, analyse and manage integrity risks associated with their work. Where new and emerging risks are identified, they are raised via established pathways.

Comments

Leading up to August 2024, the City of Cockburn using RMSS as its cloud base online risk management solution, would have appeared to be mostly at the 'Developing' level. With the demise of RMSS during August 2024, the City now appears to be mostly at the 'Emerging' level. The City's current risk register uses the SharePoint platform. In June 2024, the City's risk register of 234 operational risks contained these identified categories of risk: 34 compliance, 8 cyber security, and 25 fraud. All these risks have risk owners. These tools are available to assist and guide officers in identifying risks in the organisation: Risk Management Framework, Risk Assessment Guidelines, Risk Management Matrix, Risk Management Policy. However, more work needs to be done to progress to the 'Embedded' stage.

Element 5: Internal controls, audit and governance

Integrity risks are managed through sound internal controls, and audit is used to evaluate the adequacy and effectiveness of controls.

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Characteristics			
☐ Limited or basic internal controls (e.g. policies and procedures) are directed towards managing financial risks. ☐ Accuracy and currency of policies and procedures relies on individuals updating them. There is no assigned responsibility. ☐ Audit scopes and programs focus on the adequacy of financial controls rather than broader integrity issues (e.g. use of confidential information). ☐ The relationships between those with responsibility for audit are undefined. ☐ Applying internal controls associated with functions and activities relies on the line managers explaining to staff why internal controls exist and their importance. There is no standard approach; staff knowledge varies. ☐ Staff are unaware of the need to report unmanaged risks and internal control weaknesses.	☐ Internal controls (e.g. core and complementary integrity policies and procedures) are being developed and implemented to manage identified integrity risks. ☒ A position or team has been assigned to develop a policy register to record what policies and procedures exist, who owns them and their currency. ☒ Integrity risks and the adequacy of internal controls are being included in the audit scopes and programs. ☒ The relationship between the internal audit function, audit committee and accountable authority and any external audit body is being defined and good practices are being developed (e.g. communication of reports and recommendations from external integrity bodies). ☒ Line managers are starting to understand and communicate the importance of applying internal controls consistently to manage integrity risks. ☒ Staff rely on managers informing them of how to report internal control weaknesses.	☒ Internal controls (e.g. preventative, detective and corrective) are proportionate to specific integrity risks. ☐ A position or team manages the policy register to ensure policy owners are undertaking scheduled reviews. ☐ Different types of audits are used to explore integrity risks (e.g. random audits, focus area, forensic, compliance and quality audits). ☐ The importance of audit is well understood across the authority. Line managers readily accept and participate in audits. Recommendations for improvement from internal and external audits are assigned to ensure they are implemented. ☐ Line managers understand their supervision and monitoring role is an internal control. Staff understand the risks associated with their work and apply internal controls to manage these. ☐ Staff know how to report internal control weaknesses via established pathways.	☐ Internal controls are monitored, reviewed (including pressure tested) and improved continuously. Internal controls keep pace with lessons learnt from integrity breaches, changing business processes, risks and other operating conditions and reduce vulnerabilities and unintended consequences. ☐ Risk owners raise, and internal audit records, changes to internal controls and treatment plans in risk registers. Advanced tools automatically update those who need to know of changes. ☐ Evaluation of the adequacy and effectiveness of internal controls to manage integrity risks is conducted in targeted integrity audits and integrity is included as part of most audit scopes. ☐ A combined assurance model (e.g. with activities that are coordinated and planned) is in place to ensure integrity is practiced, managed and accounted for.

Comments

The City of Cockburn appears to be at the 'Developing' level. In the 27 February 2025 City of Cockburn Regulation 17 Internal Audit Review, the auditor Paxon Group stated:

'Based on the work performed, the City generally had good controls and processes in place to address key risk, control and legislative compliance requirements within the scope of our work. Our work has highlighted several areas for improvement within the City's processes and controls frameworks which are set out below, but all are of relatively low risk. The City appears to be aware of its improvement requirements and has developed or commenced steps to address the points.'

Element 6: Fraud and corruption detection systems

Systems and activities are in place to detect events different to those considered standard, normal or expected.

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Characteristics			
☒ Basic detection systems and activities are in place for internal threats (e.g. some financial activities) but relies heavily on the manual effort of individuals (e.g. manual checks, excel spreadsheets). ☒ Detection systems and activities are directed towards managing internal threats. Some basic controls are in place to prevent external fraud and corruption threats (e.g. firewalls to prevent cyber-attacks). ☐ Internal data holdings are unstructured and not easily analysed. ☒ Beyond basic reporting, there is no or limited use of data for detection purposes.	☐ Planning is underway to develop a detection strategy or plan; this is being supported by the leadership group. The plan considers internal and external threats (e.g. cyber security, third parties seeking to exploit individual officers), information and data holdings, people and capability requirements, tools for validation and reporting, and governance arrangements including data sharing and confidentiality. ☒ Changes are being made to how existing data is captured, providing more structure for easier analysis. ☐ Data is mainly used for reporting rather than responding to identified errors and irregularities.	☐ A detection strategy or plan is in place to help control internal and external threats. It takes into account better practice outlined in Australian Standards 31000-2018: Risk Management Guidelines and 8001-2021: Fraud and Corruption Control including speaking up and staff and contactor screening. ☐ Data holdings to inform detection have been cleansed, are structured and can be analysed easily. ☐ Fit for purpose data tests are in place and repeatable, usually with consistent results that provide useful insights. These are supported by procedures to respond to and address identified errors and irregularities, and escalate issues for investigation as appropriate.	☐ Detection systems and activities inform the internal audit scopes and program; insights show areas for further examination. ☐ Detection systems and activities support continuous improvement to strategic and operational planning and misconduct and corruption prevention approaches. ☐ Internal and external data holdings, where they can be shared and are relevant, are leveraged to inform detection approaches. ☐ Automated processes are in place to identify and escalate red flags. Processes for prompt escalation, investigation and resolution are in place.

Comments

The City of Cockburn appears to be at the 'Emerging' level. PRIS requirements are being implemented across the organisation in accordance with the roll out plan of the Office of Digital Government. The City is considering the impacts of the need for privacy and confidentiality in its data architecture and business systems. As the City matures its data governance approach, and identifies how data in business systems can support, embed and drive integrity approaches, the City expects to elevate this element to 'Embedded'.

Element 7: Values and standards

Values and standards (code of conduct) are in place and describe what acceptable workplace behaviour looks like in practice.

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Characteristics			
☐ Values have been discussed by the leadership team but have not progressed beyond this. ☐ A code of conduct is in place to meet compliance obligations (e.g. legislative, external policy) but it is not widely promoted by the leadership group. ☐ Any discussions about the code of conduct relies on individual line managers. ☒ Monitoring of compliance with the code of conduct occurs ad hoc. ☐ Staff have limited awareness of the code of conduct. They are unsure where to find it, how it applies to them and their obligations under it.	☐ Values and other direction setting statements (e.g. vision, mission and remit) are being developed and are consistent. ☐ A code of conduct exists but does not fully take account of relevant legislation, regulation and policy (e.g. internal and external) obligations or integrity risks specific to the operating context. ☒ Most leaders and line managers understand their role to promote the code of conduct, support its implementation and their role to monitor and support compliance with it. ☐ Strategies to monitor compliance with the code of conduct are being planned for as integrity policies and procedures are being developed. ☒ Most staff are aware of the code of conduct, can explain its purpose and know where to find it.	☒ Values and codes of conduct focus on the behaviours expected to achieve objectives with integrity. Values and standards are reflected in relevant documents and processes (e.g. policies, strategic and operational plans, job advertisements and descriptions, recruitment processes). ☒ The code of conduct incorporates the views of key internal stakeholders and accounts for relevant obligations and identified risks. It provides guidance to support ethical decision making. ☐ Leaders and line managers consistently promote the code of conduct (e.g. during team meetings, 'integrity moments', standing item on the leadership group agenda) to support its implementation. ☒ Compliance with the code of conduct is monitored (e.g. through staff performance processes, analysis of discipline processes and complaints) and reasons for non-compliance addressed. ☐ Staff know about the code of conduct, understand its importance and can describe how it guides their behaviour.	☐ Values and codes of conduct are regularly promoted to all stakeholders (e.g. published on the internet, in recruitment information) and there is a process for annual acknowledgment. ☐ The code of conduct has been developed taking into account the views of the authority's key external stakeholders. ☐ Values and the code of conduct are discussed at leadership meetings. Data around non-compliance is being used by this group to inform improvements to internal controls. Discussions and information feeds into self analysis and review processes to continuously improve the integrity framework. ☐ Staff are confident holding each other to account for expectations set in the code of conduct (e.g. respectfully calling out behaviour that does not align, reporting unethical behaviour).

Comments

The City of Cockburn appears to be at the 'Developing' level. Following completion of the all-staff induction, consideration should be given for an annual online compulsory re-induction for all employees by Learning and Development service unit. Such an approach would consolidate this expectation to the 'Embedded' level.

Element 8: Leadership and management attitude

Leaders are aware of and understand their role to model behaviours consistent with expectations, values and standards; and to take action addressing behaviour that is inconsistent with these.

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Characteristics			
☐ The leadership group's role to support integrity (e.g. to model, reinforce, promote, communicate and enforce) is informal; it relies on individual's views of what their role is. ☐ In the absence of any formal approach, it is left to individual leaders and line managers to interpret and model values and standards. ☐ The role of leaders to support and demonstrate integrity – and if this is reflected in recruitment practices and staff performance processes – relies on those undertaking those processes. ☐ There is little recognition that leadership roles are positions of trust. Employment screening processes (e.g. police clearances, verification of qualifications) are rarely, if ever, undertaken. ☐ Development of leaders and line managers occurs as a result of individual development discussions with those who conduct the process.	☐ A statement is being developed (e.g. terms of reference, charter) that explains the leadership group's role to support integrity. ☒ Some leaders and line managers can explain what integrity looks like, its importance, and their role to promote, reinforce it and take action when behaviours are inconsistent with obligations. ☒ The role of leaders to support and demonstrate integrity is being reflected in recruitment and performance documents and processes. ☒ There is a growing recognition that leadership roles are positions of trust. Employment screening is being implemented for these roles. ☐ Development of leaders and line managers includes building their skills to deal with integrity matters effectively (e.g. having difficult conversations about conduct).	☒ The leadership group has a shared understanding of its role to support integrity. The group consistently demonstrates and supports this through its actions. ☐ Leaders and line managers have a shared understanding and can explain how they shape culture, what integrity looks like, its importance, and their role to promote and reinforce it (e.g. taking action when behaviours are inconsistent with obligations). ☐ Integrity forms part of the recruitment and performance processes for leadership roles. Leaders demonstrate how they support integrity through their actions and decisions (e.g. in their performance processes). ☐ Leadership roles are identified positions of trust. Employment screening occurs for all new leadership roles. ☒ Development of leaders and line managers includes building their skills to support integrity and prevent misconduct and corruption (e.g. recognise red flags, address issues early and make proportionate decisions when issues occur).	☐ The leadership group's cohesive approach to integrity is recognised externally. The authority head and leadership group are often sought to provide advice to their peers on integrity matters as a result. ☐ Leaders and line managers have a good understanding of their role to uphold the reputation of their authority and the broader sector in which they work. ☐ Performance processes assess both what leaders achieve and how they achieve it (e.g. projects delivered effectively manage internal and external risks). ☐ Development of leaders and line managers incorporates mentorships and coaching designed to grow their personal capability, insights and skills to lead with integrity.

Comments

The City of Cockburn appears to be at the 'Developing' level. An opportunity exists for all people leaders to familiarise themselves with the requirements of the Public Sector Commission on the subject of integrity - it may require this to be a KPI for their role. Such an approach would elevate this expectation to the 'Embedded' level.

Element 9: Organisation culture

Integrity is part of organisation culture. It is actively managed to ensure integrity is sustained.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☒ There are few actions and initiatives (e.g. clear expectations, values, communication about integrity, integrity education) to build and sustain integrity. ☐ There is little understanding about recruiting for integrity (e.g. values based recruitment). Staff employment screening (e.g. police clearances, previous disciplinary matters, verification of qualifications) is rarely, if ever, undertaken. ☒ Reporting pathways exist to meet compliance obligations (e.g. public interest disclosure) but are not widely promoted and confidence in them is low. ☒ Integrity communications only occur in response to a significant integrity breach. ☐ Some staff can describe 'how we do things around here', but they are unable to link this to expectations or the code of conduct.	☐ Actions and initiatives to build and sustain integrity are being developed. This includes evaluation activities (e.g. staff surveys to test reporting confidence). ☐ Recruiting for integrity and the requirement for staff employment screening is being documented and promoted to recruiting managers. ☐ Reporting pathways are being developed for staff and external stakeholders. These are clear and concise, include external avenues and strong statements about protection for those who speak up. ☐ An integrity communications plan is being developed. Key integrity messages are communicated periodically (e.g. for International Anti-Corruption Day). ☒ Most staff can describe 'how we do things around here' as it relates to their immediate work environment referencing the code of conduct, and policies and procedures relevant to their role.	☐ Actions and initiatives to build and sustain integrity are in place. Evaluation activities are conducted regularly and improvements implemented. ☒ Recruiting for integrity and staff employment screening occurs for all new staff. The type of screening is proportionate to the position and integrity risks. ☐ Reporting pathways are in place and well known by staff. These provide for external stakeholders to also report integrity matters and for anonymous reporting. ☐ An integrity communications plan is in place and messages are sent to staff regularly (e.g. dedicated web/intranet site, campaigns on integrity topics run throughout the year). ☐ Staff can describe 'how we do things around here' from an authority wide perspective and can link this to expectations, values, standards and the need to follow policies and procedures.	☐ Data and information that might indicate issues with integrity are identified, monitored and action taken (e.g. business units with high reports of integrity breaches are supported to make better decisions). ☐ There is a process in place to ensure identified positions are rescreened periodically. ☐ Data and information on the use of reporting pathways are analysed to inform continuous improvement (e.g. absence of reporting from certain teams or employment groups). ☐ De-identified data from reporting is used to inform integrity communication messages. ☐ Staff can consistently describe 'how we do things around here', referencing authority and sector wide expectations, values, standards, policies and procedures.

Comments

The City of Cockburn appears to be at the 'Developing' level. Commencing organisation surveys will create a base line of the pulse of the organisation in regard to integrity or reporting confidence. Such an approach would consolidate this expectation to the 'Developing' level.

Element 10: Integrity education and capacity

Integrity education helps build staff capacity to act with integrity.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☐ Induction, if conducted, relies on the knowledge of individual line managers. ☐ Some integrity education occurs beyond induction to meet compliance obligations. ☒ Leaders and line managers rarely follow up if their staff have attended integrity education provided. ☐ Whether other actions and initiatives (e.g. staff performance processes) to educate and reinforce integrity are undertaken relies on individual line managers. ☐ Staff are unsure about who provides advice about integrity matters as it is not documented. If provided by individual line managers, the quality of advice relies on their knowledge.	☒ An induction program is being developed to incorporate expectations, standards, policies and procedures and guide ethical decision making. ☒ Integrity education is being developed to help manage key integrity risks (e.g. conflicts of interest, information management). The integrity education and training plan includes what is provided, to whom and when, which high risk positions need additional training, and how activities are evaluated (e.g. how participation is tracked). ☐ Most leaders and line managers are active in attending any integrity education provided, encourage their staff to do the same and follow up with staff on mandatory education requirements. ☒ Additional actions and initiatives to educate and reinforce integrity (e.g. staff performance processes and raising integrity consciousness) are being developed or reviewed. ☒ Staff know that line managers and certain functional area leaders (e.g. finance, human resources) provide advice about integrity matters. Quality still relies on an individual's knowledge.	☐ Induction is regularly updated to ensure it is contemporary, accounts for lessons learned from integrity breaches and reflects any changes to operating conditions (e.g. new policies, changed risks). ☐ An integrity education and training plan is in place and includes specific education on individual and organisational factors (red flags) for those in high risk roles. Participation in and feedback from sessions are collected and analysed to inform improvements. ☐ Leaders and line managers support and champion integrity education. They reinforce the importance of attending integrity education sessions. ☐ Staff performance processes and actions and initiatives to raise integrity consciousness reinforce key integrity messages and support good decision making. ☐ It is well documented in the code of conduct, policies and procedures who provides expert advice on integrity matters. Leaders and line managers understand their role to provide general advice and how to escalate matters as required.	☐ Integrity education is, where relevant, also in place for external stakeholders (e.g. labour hire staff, contractors and suppliers). ☐ Individuals are followed up (e.g. randomly and periodically) to determine if and how knowledge gained during integrity education is being applied in practice in the workplace. ☐ Leaders and line managers support practitioners attending external learning opportunities. A process is in place to ensure this learning is shared with others with roles and responsibilities under the integrity framework. ☐ Those who provide advice about integrity matters meet periodically to discuss advice being sought and provided, helping ensure a consistent approach with policies and procedures and advice from external integrity bodies.

Comments

The City of Cockburn appears to be at the 'Emerging' level. Whilst 4 of the 5 required characteristics from the 'Developing' level have been achieved, the opportunity exists for Group Managers to be more actively involved in the role of providing advice about integrity matter at the City of Cockburn. Such an approach would elevate this expectation to an 'Embedded' level.

Element 11: Response to integrity breaches

Integrity breaches are responded to in a timely and proportionate way to ensure integrity is sustained.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☐ If procedures exist, they are in place to meet compliance obligations; they provide insufficient guidance. ☒ The quality of processes and decisions varies. Basic case information (e.g. number of processes started and completed) is used for reporting. ☒ The use of data, lessons learnt from past cases and the findings of external bodies are rarely, if ever, considered. ☐ Whether integrity breaches are responded to relies on the knowledge and skills of individual line managers.	☒ Procedures and guidance on responding to breaches – including awareness raising resources to inform those responding to integrity breaches – are being developed to promote better quality processes and consistent decision making. ☐ Central recording of case information is being developed to streamline reporting. ☐ The use of data, lessons learnt from past cases and findings of external bodies are being considered as procedures are being developed. ☒ Most line managers have an understanding of what a breach looks like and how to respond.	☐ Procedures, guidance and awareness raising materials inform those involved in responding to integrity breaches, and support quality processes and consistent decision making. ☐ A quality assurance process is in place to check for consistent application of procedures. ☐ A central register captures detailed case information. It is used to monitor the progress of processes, analyse trends and outcomes, and for reporting. ☐ The use of data, lessons learnt from past cases and findings of external bodies are used to inform process improvements. ☐ Decision makers, line managers and staff conducting processes have the required knowledge and skills. They are confident to respond to, manage and escalate matters as needed.	☐ Procedures, guidance and awareness raising materials are updated regularly. This reflects results of the quality assurance process, compliance changes, contemporary practice and advice from external integrity bodies. ☐ Detailed case information is captured in a central system with advanced features such as live analytics and dashboards. It provides useful intelligence to inform trend analysis and prevention strategies. ☐ Individual (e.g. motivations) and organisational (e.g. control weaknesses) factors that might have contributed to a breach are analysed to help prevent future breaches. ☐ Decision makers, line managers and staff conducting processes proactively build their own capacity where required (e.g. staying up to date with contemporary practice, industrial decisions). ☐ Those who provide information as part of a process are followed up regarding their experience of the process and any suggestions for improvement.

Comments

The City of Cockburn appears to be at the 'Emerging' level. Only 2 of the 4 required characteristics from the 'Developing' level have been achieved. The opportunity exists to develop procedures and processes so that lessons learnt from past cases can elevate elevate this expectation to an 'Embedded' level.

Element 12: Self analysis and review

Analysis and review activities of actions to support integrity are undertaken as part of continuous improvement.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☒ Analysis and review activities of actions to support integrity rarely occurs unless it relates to compliance. ☐ Little thought has been given to whether there is value in sourcing external help with analysis and review activities. ☐ Where analysis and review activities are conducted, findings and recommendations are not always implemented.	☐ Analysis and review activities of actions to support integrity are sometimes undertaken beyond compliance. Available tools are used (e.g. snapshot tool and maturity self assessment tool). ☐ Further consideration of requirements – including the value of sourcing external help with analysis and review – are being developed as part of the integrity framework. ☒ Processes for coordinating the implementation of findings from self analysis and reviews, and recommendations from the reviews of external integrity bodies are being developed. This considers how monitoring and follow up occur.	☐ Review of the integrity framework is scheduled. Analysis and review activities are aligned to or part of risk analysis and audit processes. Analysis is undertaken to recommend improvements to the framework considering changes in legislative and operating conditions (e.g. structural and legislative). ☒ External assistance to undertake a review is sourced where needed (e.g. where a greater level of expertise and objectivity is required). ☐ A position or team is assigned to coordinate implementation of findings and recommendations from self analysis and reviews, and recommendations from the reviews of external integrity bodies (related to the authority or not) of the integrity framework (and its component parts). Progress is reported to the leadership group.	☐ Analysis and review of the integrity framework and reporting on implementation of improvement actions align with strategic and operational planning and budget cycles. ☐ Results from self analysis and review, and recommendations from the reviews of external integrity bodies (related to the authority or not) inform improvements to the integrity framework (and its component parts). Revisions (where relevant) are shared with the workforce. ☐ Benchmarking of the integrity framework and sharing of ideas occurs (where relevant and possible) with similar types of authorities to identify whether any further improvements can be made.

Comments

The City of Cockburn appears to be at the 'Developing' level. The City is developing an audit log to track all actions emerging from audit reports presented to the ARC to ensure actions have been implemented and closed as appropriate. The next step will be to present this audit log to ELT for executive comments and map a plan to present he audit log to the ARC.

Such an approach would consolidate this expectation to an 'Embedded' level.

Element 13: Oversight

Oversight is about providing the authority head assurance that the authority's approach to integrity is working as intended.

Maturity levels and their indicators: Each maturity level has 4 indicators that provide an overarching description of what the approach to integrity looks like at each level. Each level of maturity builds on the previous.

Emerging	Developing	Embedded	Excelling
• Authorities at this maturity level have an unclear approach to integrity, meaning it is partially or not documented and not fully compliant. • Integrity is not defined or well understood by staff. • Integrity actions and initiatives tend to be unplanned, inconsistent and reactive. • Accounting for integrity only relates to meeting compliance obligations.	• Authorities at this maturity level are documenting their approach to integrity and it is mostly compliant. • What integrity means is becoming clearer to staff as the tone from the top is being communicated. • Integrity actions and initiatives are being planned for and coordinated but not yet integrated. • Accounting for integrity is moving beyond compliance obligations and more towards improvement initiatives.	• Authorities at this maturity level have a clear approach to integrity, meaning it is fully documented and compliant. • Integrity is well communicated by leaders, understood by staff and integrated into business practices. • Integrity actions and initiatives are planned, fit-for-purpose, implemented and continuously refined. • Accounting for integrity is based on improvements being made from periodic assessments and supported by leadership commitment.	• Authorities at this maturity level have an approach to integrity that is fully integrated into all decision making and planning. • Integrity is modelled and reinforced by leaders and practiced by staff who understand their obligations. • Integrity actions and initiatives are flexible enough to meet integrity challenges and respond to new and emerging risks. • Accounting for integrity is based on improvements being made from ongoing assessment. Improvements are prioritised and implementation is monitored as part of a continuous improvement approach.
Characteristics			
☐ The authority head relies on informal reports about how integrity is being practiced, managed and accounted for (approach to integrity). ☐ Monitoring of the approach to integrity relies on members of the leadership group ensuring it is undertaken in their respective areas, rather than any formal process. ☒ As required, the audit committee assures finance processes and reports are sent to the authority head. ☐ Any oversight activities are ad hoc and focussed internally.	☒ The authority head is directing the development of processes and structures to obtain the information needed for oversight of the approach to integrity. This is being documented in an integrity framework. ☐ The leadership group understands their role to monitor the approach to integrity in their respective areas and provide data on request to support assurance and oversight. ☐ As the integrity framework is being developed, the collection and provision of information (beyond that required for compliance) to the authority head for assurance, is being identified and documented. ☐ Internally focused oversight activities are routinely performed and documented.	☐ Processes and structures are in place to provide the authority head with information to assist their oversight of the approach to integrity (e.g. reports). ☐ The leadership group are aware of their assurance and oversight obligations for their respective areas and are well prepared to provide updates at leadership group meetings. ☒ A committee has been established (or the role of an existing committee has been expanded) with specific responsibilities to oversight the integrity framework (and its component parts) and report to the authority head. ☒ Oversight activities associated with outsourced programs and services are being identified and documented.	☐ The authority head can provide assurance to external integrity bodies and other stakeholders (e.g. board, council, minister) that the approach to integrity is sound. ☐ The leadership group is well versed in assurance and oversight. Members are able to provide information and insights about the authority's approach to integrity and can discuss how this compares to other similar authorities (if benchmarking has been conducted). ☐ A committee provides the authority head with regular and fulsome reports about the integrity framework (and its component parts). ☐ Oversight extends to outsourced programs and services to ensure they are adequately controlled and reported on.

Comments

The City of Cockburn appears to be at the 'Developing' level. Changes to the *Local Government Act 1995* due to local government reform will require that local governments form an Audit, Risk and Improvement Committee (ARIC), to replace any current Audit Risk and Compliance Committee (ARC). Reform will require the appointment of suitably qualified and experienced professionals for the positions of Presiding Member and Deputy Presiding Member of the City of Cockburn ARIC

Following these appointments, the City will consolidate this expectation to the 'Embedded' level.

Overall, the City of Cockburn appears to be at the 'Developing' level.

15.2.5 Operational Risk Register Update

Executive	Chief Executive Officer
Author	Risk and Governance Advisor
Attachments	1. City of Cockburn Enterprise Risk Management - Risk Assessment and Acceptance Criteria ⇩ 2. City of Cockburn Top 10 Operational Risks ⇩

Officer Recommendation

The Committee recommends Council RECEIVES the Operational Risk Register update.

Committee Recommendation

That Council RECEIVES the Operational Risk Register update, and requests that the Chief Executive Officer organise a workshop on the Risk Framework, to be held with the whole of Council and Independent Committee Members by the end of April 2026.

Background

This report provides an update to the Audit, Risk and Improvement Committee (the ARIC) on the Operational Risk Register of the City of Cockburn (the City).

This report is the first risk register update to the ARIC on the City's risk register since the 03 December 2024 Audit, Risk and Compliance Committee.

Submission

N/A

Report

Attachment 1 to this report is the City of Cockburn Enterprise Risk Management - risk assessment and acceptance criteria. This document was revised in Riskwest facilitated risk management workshops, held during April to August 2024, with Elected Members and the Executive Leadership Team.

The document is used for risk analysis and evaluation, comprehending the nature of the risk, and determining the level of risk exposure (likelihood and consequence). It was used for evaluating the risks in the risk register.

The risk level cited in this report to the ARIC is the Residual Risk, which is the risk remaining after management has taken action to alter its severity / and or likelihood by implementing risk control measures.

The City's Operational Risk Register consists of 231 risks, comprising:

- 0 risks rated Extreme risk
- 6 risks rated High risk
- 112 risks rated Moderate risk, and
- 113 risks rated Low risk.

To illustrate the risks probability and potential consequence to the City, the operational risk register composition is shown in the heat map in Figure 1 below.

Figure 1: Heat map of operational risks

		Likelihood				
		Rare 1	**Unlikely 2**	**Possible 3**	**Likely 4**	**Almost Certain 5**
Consequence	**Insignificant 1**	**Low 1 5 Risks**	**Low 2**	**Low 3 1 Risk**	**Low 4**	**Low 5**
	Minor 2	**Low 2 11 Risks**	**Low 4 70 Risks**	**Moderate 6 9 Risks**	**Moderate 8 1 Risk**	**Moderate 10 2 Risks**
	Medium 3	**Low 3 20 Risks**	**Moderate 6 64 Risks**	**Moderate 9 22 Risks**	**High 12 1 Risk**	**High 15**
	Major 4	**Low 4 6 Risks**	**Moderate 8 11 Risks**	**High 12 4 Risks**	**Extreme 16**	**Extreme 20**
	Catastrophic 5	**Low 5**	**Moderate 10 3 Risks**	**High 15 1 Risk**	**Extreme 20**	**Extreme 25**

Attachment 2 to this report lists the City's top ten operational risks. The notes and updates for the operational risks have been authorised by the Group Managers.

The City's risk governance, outlined in the City's Enterprise Risk Management Policy, provides the transparent, responsible and accountable operating model for an effective decision-making risk culture needed to identify, respond to and manage risks.

It comprises risk owners, risk managers and risk action responsible persons at officer level. In this model, operational risks are owned by Group Managers, who in turn assign risk management and risk control monitoring and effectiveness to Service Managers and other Team Members within the business unit.

Six of the City's top 10 operational risks are climate change related. Climate change and disaster/ catastrophic events are among the top five risks identified by WA local governments, according to the 2025 JLT Public Sector Risk Report, [JLT Risk Solutions Pty Ltd].

On the global stage, on 12 October 2025, the French multinational insurance AXA corporation published its Future Risks Report 2025 Edition. This report is the result of a survey conducted from 14 May to 19 June 2025, with input from over 3,000 risk specialists across 57 countries.

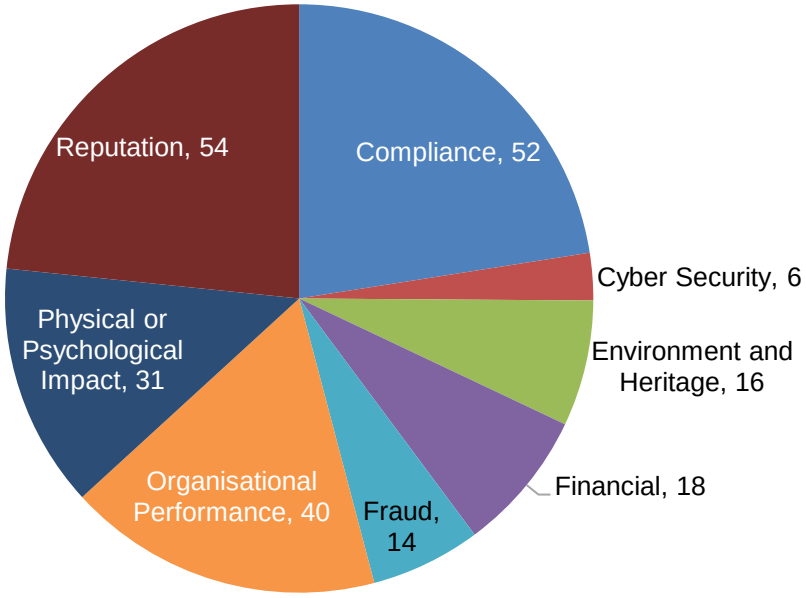
The risk specialists in the AXA report, ranked climate change as the top risk for the fifth consecutive year, narrowly followed by risks linked to geopolitical instability (placed 2nd) and technological threats (placed 3rd).

The AXA report highlights that the threats, both current and emerging to world uncertainty, continue to be driven by climate change and an increasingly polarised world concerned about decline of social and political cohesion and technological risks (comprising artificial intelligence big data and cyber security).

Figure 2 below illustrates the 231 operational risks sorted according to the identified 8 risk categories:

- Compliance
- Cyber Security
- Environment and Heritage
- Financial
- Fraud
- Organisational Performance
- Physical or Psychological Impact, and
- Reputation.

Figure 2: City of Cockburn 231 operational risk by category, and quantity



Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

N/A

Legal Implications

Local Government (Audit) Regulations 1996 r17 CEO to review certain systems and procedures.

Community Consultation

N/A

Risk Management Implications

Risk management oversight and review is a function of the ARIC.

The ARIC is required to review the City's Strategic and Operational Risk as part of the City's risk management practices.

The ARIC's oversight of the Risk Register review report supports continuous improvement of risk management processes.

Failure to adopt this report will result in a High risk to the City in its ability to support an integrated and effective approach to risk management and continually improve its risk management processes.

Advice to Proponent(s)/Submitters

N/A

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

Nil

City of Cockburn Enterprise Risk Management – Risk and Opportunity Impact, and Assessment and Acceptance Criteria

Measure of (Positive or Negative) Consequence or Impact

Negative Consequence/Impact

Category		Compliance	Cyber Security	Environment and Heritage	Financial	Fraud	Organisational Performance	Physical or Psychological Impact	Reputation	Likelihood/Probability: Rare 1	Unlikely 2	Possible 3	Likely 4	Almost certain 5
										The event may occur only in exceptional circumstances, < Once in 5 years, Probability <5%	The event could occur at some time, At least once in 5 years, Probability 5-25%	The event should occur at some time, At least once in 3 years, Probability 25-75%	The event will probably occur in most circumstances, Once per year, Probability 75-95%	The event is expected to occur in most circumstances, > once per year, Probability >95%
Insignificant Negative Impact	Insignificant 1	No noticeable regulatory or statutory impact.	Scanning or reconnaissance, Negligible effect on organisation.	Low localised event with no broader environmental or heritage impacts.	<$1 million	Single opportunistic dishonest activity or asset misappropriation. Internal or external.	Impact managed through normal business practices.	No residual physical injuries. No expected psychological impact.	Isolated individual's issue-based complaint, No media coverage.	Low 1	Low 2	Low 3	Low 4	Low 5
Minor Negative Impact	Minor 2	Some temporary non compliances.	Low-level malicious attack; targeted reconnaissance, phishing, non-sensitive data loss,	Minor localised and short-term negative impact on environmental and/or heritage assets.	$1m ≤ and <$5m	Theft of confidential or personal information, or intellectual property. Repetitive dishonest activity or asset misappropriation. Internal or external	Impact requires additional local management effort or response or redirection of resources to respond.	Minor physical injury, No Lost Time Injury (LTI). Minor psychological impact.	Local community impacts or issue-based concerns.	Low 2	Low 4	Moderate 6	Moderate 8	Moderate 10
Medium Negative Impact	Medium 3	Short term non-compliance but with significant regulatory requirements imposed,	Malware, beaconing or other active network intrusion; temporary system / service disruption. Loss of confidentiality, integrity, or availability causes limit	Short term but recoverable environmental degradation. Significant but rectifiable damage to valued heritage asset,	$5m ≤ and < $10m	Falsifying financial or procurement records to obtain an improper or financial benefit. Internal or external.	Delays to critical operations. Administration of project or activity subject to significant review or change, One or more business objectives only partially achieved. Impact requires short term significant management and organisational resources to respond.	Reportable physical injury requiring professional treatment. Psychological impact requiring professional treatment.	Customer or community impacts and concerns publicly expressed. Reduced confidence by customers, community, and other stakeholders, Short term adverse social media.	Low 3	Moderate 6	Moderate 9	High 12	High 15
Major Negative Impact	Major 4	Significant breach of legal obligations results in termination of activities, imposed penalties or civil actions,	Exfiltration or deletion / damage of key sensitive data or intellectual property, Loss of confidentiality, integrity, or availability causes some adverse effect on organisation,	Severe damage, loss or impairment (> 1 year to remediate or recover) of a significant ecosystem/threatened species (flora and/or fauna) Large scale damage or partial loss requiring long term remediation of a valued heritage asset,	$10m ≤ and < $20m	Persistent planned or systematic dishonest activity or asset misappropriation. Internal or external.	Sustained disruption to critical operations Majority of business objectives only partially Impact requires long term significant management and organisational resources to respond.	Serious injury/illness requiring immediate emergency response or prolonged hospitalisation, Serious psychological injury requiring medium/long term professional medical treatment, counselling, or intervention.	Considerable and prolonged customer or community impact and dissatisfaction publicly expressed, Criticism and loss of confidence and trust in organisations processes and capabilities, Organisation's integrity in question, Significant media attention / prolonged social media campaign, Council intervention.	Low 4	Moderate 8	High 12	Extreme 16	Extreme 20
Catastrophic Negative Impact	Catastrophic 5	Significant breach of legal obligations results in termination of activities, imposed penalties or civil actions.	Severe breach of legal obligations results in criminal charges or loss of required operating licenses.	Permanent loss of significant ecosystem or threatened/vulnerable species (flora and/or fauna). Permanent, total and irreplaceable loss of national and internationally valued state heritage.	≥ $20 million	Irretrievable losses of significant assets or resources through dishonesty, deception or corrupt use of powers causing significant damage to the financial position of the organisation.	Total loss of critical operations, Non achievement of all business objectives. Impact cannot be managed within the organisation's existing resources and threatens survival of the organisation.	Death or severe permanent disablements, Permanent/long term psychological damage requiring extensive remedial intervention.	Significant adverse community impact and condemnation, Consistent ongoing community loss of confidence and trust in organisation's capabilities and intentions. High widespread media across multiple sources.	Low 5	Moderate 10	High 15	Extreme 20	Extreme 25

Positive Consequence/Impact

Category		Compliance		Environment and Heritage	Financial		Organisational Performance	Physical or Psychological Impact	Reputation	Likelihood/Probability: Rare 1	Unlikely 2	Possible 3	Likely 4	Almost certain 5
										The event may occur only in exceptional circumstances, < Once in 5 years, Probability <5%	The event could occur at some time, At least once in 5 years, Probability 5-25%	The event should occur at some time, At least once in 3 years, Probability 25-75%	The event will probably occur in most circumstances, Once per year, Probability 75-95%	The event is expected to occur in most circumstances, > once per year, Probability >95%
Significant Positive Impact	Insignificant 1	Beyond Compliance' approach and outcomes considered as national or international 'best practice',		Permanent improvement in a significant ecosystem or threatened/vulnerable species (flora and/or fauna), Permanent and total benefit to a nationally and internationally valued state heritage asset	≥ $20 million		Long term viability certain, All services, programs and activities being delivered effectively and efficiently, All planned outcomes achieved,	Significant and ongoing physical and/or psychological benefits to the entire Local Government.	Significant, widespread, and ongoing positive community response. Strong community confidence and trust in organisation's capabilities and intentions publicly expressed. High widespread positive media across multiple sources.	Low 5	Moderate 10	High 15	Compelling 20	Compelling 25
Major Positive Impact	Minor 2	'Beyond Compliance' approach and outcomes considered as 'best in sector',		Significant beneficial impact on ecosystem/threatened species (flora and/or fauna), Large scale sustained benefit to a valued state heritage asset,	$10m ≤ and < $20m		Long term viability improved, Majority of critical outcomes achieved, or a single critical outcome achieved. Positive benefits sustained as part of Business as Usual.	Widespread ongoing material physical and/or psychological benefits across the Local Government.	Widespread positive customer or community response publicly expressed. Increased levels of confidence and trust in organisations processes and capabilities, Significant positive media attention.	Low 4	Moderate 8	High 12	Compelling 16	Compelling 20
Medium Positive Impact	Medium 3	Noticeable improvements in legal (regulatory, statutory, contractual) impacts recognised publicly,		Medium term environmental enhancements, Significant medium term positive impact on valued heritage asset,	$5m ≤ and < $10m		Short- or medium-term improvements in the effective and efficient delivery of critical services or programs, Successful delivery of one or more critical outcomes with limited need to allocate greater resources,	Material physical and/or psychological benefits to some areas of the Local Government,	Positive customer or community responses publicly expressed, Improving confidence by customers, community and other stakeholders, Short term positive media / social media attention	Low 3	Moderate 6	Moderate 9	High 12	High 15
Minor Positive Impact	Major 4	Noticeable improvements in legal (regulatory, statutory, contractual) impacts recognised publicly,		Minor localised and short-term positive impact on environmental and/or heritage assets.	$1m ≤ and <$5m		Improvements in the effectiveness and efficiency of multiple business practices in the short term,	Physical and/or psychological benefits to areas of the Local Government,	Positive localised community responses. Limited media, if any.	Low 2	Low 4	Moderate 6	Moderate 8	Moderate 10
Insignificant Positive Impact	Catastrophic 5	Isolated but noticeable improvements in legal (regulatory, statutory, contractual) impacts.		Low-level localised positive environmental / heritage improvements or benefits.	<$1 million		Normal business practices improved in the short term,	Physical and/or psychological benefits to individuals,	Isolated individual's issue-based compliment, No media coverage.	Low 1	Low 2	Low 3	Low 4	Low 5

Level of Negative Risk	Criteria for Managing Residual Risk	Level of Positive Risk	Criteria for Managing Opportunity	Reporting to	Who is Responsible
Low (1 – 5)	Acceptable with adequate controls, (Subject to alignment with risk tolerance and appetite),	Low (1 -5)	Acceptable with adequate controls, (Subject to alignment with risk tolerance and appetite),	Annual reporting to Audit, Risk and Compliance Committee.	Risk owner
Moderate (6 – 11)	Acceptable with adequate controls, (Subject to alignment with risk tolerance and appetite),	Moderate (6 – 11)	Static embrace of opportunity with adequate controls, (Subject to alignment with risk tolerance and appetite),	Annual reporting to Audit, Risk and Compliance Committee,	Risk owner
High (12 – 15)	Requires excellent controls. Refer to CEO/Director for acceptance decision,	High (12 – 15)	Actively pursue with excellent control environment, (Subject to alignment with risk tolerance and appetite), Refer to CEO/Director for acceptance decision,	Monthly reporting to CEO, Quarterly reporting to Audit, Risk and Compliance Committee,	CEO / Director
Extreme (16 – 25)	Unacceptable, Refer to Council / CEO for next steps.	Compelling (16 – 25)	Vigorously pursue with excellent control environment, (Subject to alignment with risk tolerance and appetite), Refer to Council/CEO for next step.	Immediate and ongoing reporting to CEO, Audit risk and Compliance Committee, and Council	Council / CEO

Control Ratings		
Level	Descriptor	Description
R	Robust	Controls are adequate and fully effective, Overall control environment provides strong assurance that the risk is being managed, Control objectives are being met and no material improvements to controls have been identified,
A	Adequate	A few specific control weaknesses noted; however, the overall control environment is adequate and effective and provides reasonable assurance that the risk is being managed, Certain controls may require improvement to ensure that the overall environment will continue to operate effectively,
I	Inadequate	Numerous specific controls weaknesses or gaps were noted, Overall control environment is not adequate or effective and fails to provide reasonable assurance that risks are being managed and control objectives are being met, The control environment needs improvement,

Physical or Psychological Impact Hierarchy of Control		
Effectiveness	Control Methodology	Impact on Unwanted Event (Hazard), and Examples
100% Effective	Elimination	Remove the hazard, or unwanted event, completely or discontinue the process or practice, *For example, if the electric cable from a stage microphone is a trip hazard, use a wireless microphone instead,*
	Substitution	Replace a hazardous or vulnerable system, material, practice or process with one that presents a lower risk, *For example, if an outdoors event is conducted during a summer day, use of market umbrellas could be substituted by providing marquees or shade sails,*
	Isolation	Use lockable barriers to restrict unauthorised access and separate people from hazard, practice, or process, *For example, install guards on machines where there is a risk of a person being trapped in a machine,*
	Engineering	Change the physical characteristics of the practice or process through engineering design, *For example, provide ramps if patrons in wheelchairs will be attending an event,*
	Administrative	Establish appropriate policies, practices, procedures, guidelines and operating instructions to control exposures to unwanted events, *For example, if an event requires the serving of alcohol, ensure that bar employees have been trained in 'Responsible Service of Alcohol',*
≤20% Effective	Personal Protective Equipment	Provide appropriate safety equipment, *For example, traffic controllers need to be provided with long sleeves, long trousers, wide brimmed sunhats and high visibility safety vests,*

Increasing Effectiveness

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City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
9	Public health decline from climate change	Reduced public safety, health and wellbeing caused by climate change impacts (changes to rainfall and increased bushfires, temperatures, and extreme weather events).	1. Increased pressure on emergency and social services;	Community dissatisfaction; Reputational impact; Breakdown of assets; Sustainability targets not met; Degradation of natural environment; Decline in community health and wellbeing; Low adaptive capacity.	1. Early warning systems.	**ADEQUATE**	Reputation; Operations; Environment.	**Catastrophic 5**	**Possible 3**	**High 15**	TOLERATE	Group Manager Development and Safety ELT Member: Director Sustainable Development and Safety	1. Review existing warning systems and identify potential gaps and opportunities for improvement;	Public health and climate resilience measures are being embedded into the City's Climate Change Adaptation Plan and Environmental Sustainability Strategy. Community preparedness and education campaigns are being delivered to raise awareness of heat health, emergency readiness, and resilience practices. The City is partnering with WA Health and local service providers to monitor health risks associated with temperature changes, vector-borne disease, and air quality. Vulnerable assets and community locations are being assessed to ensure response and continuity plans are in place for extreme weather events.
			2. Reduced public safety, health and / or wellness or loss of life;		2. Local Emergency Risk Management Plan;								2. Review, update and implement the Local Emergency Risk Management Plan.	
			3. Legal, financial and reputational damage to the City;		3. Bushfire Risk Management Plan;								3. Review, update and implement the Bushfire Risk Management Plan;	

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			4. Increased insurance premiums;		4. Public Health Plan;								4. Review, update and implement the Public Health Plan;	
			5. Reduced liveability of the City, and financial loss to the City;		5. Education.								5. Undertake a climate change health vulnerability assessment and map vulnerable residents and areas;	
			6. Greater demand for resources to accommodate displaced persons.											
8	Community infrastructure damage from climate change impacts	Reduced public safety, health and wellbeing caused by climate change impacts (changes to rainfall and increased bushfires, temperatures and extreme weather events).	Climate change.	Reduced liveability of the City; Financial loss to the City; Increased insurance premiums; Increased pressure on emergency services; Increased operational costs and peak energy demand for utilities; Reduced public safety; Increased repair costs and insurance	1. Local Emergency Risk Management Plan;	**ADEQUATE**	Reputation; Operations; Environment.	**Major 4**	**Possible 3**	**High 12**	TOLERATE	Group Manager Growth and Sustainability ELT Member: Director Sustainable Development and Safety	1. Review, update and implement the Bushfire Risk Management Plan and Local Emergency Risk Management Plan.	The Emergency Risk Management Plan identifies hazards that may affect the City of Cockburn's community and environment, based on likelihood and potential impact. This process enables the City to plan, prepare for, and mitigate emergencies effectively. Workshops involving emergency agencies, community members, and key organisations will be held to assess community exposure and prioritise risks. These findings will inform the development of the plan. The City will lead risk assessment workshops and prepare the plan, with work commencing

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				premiums; Legal, financial and reputational damage to the City.										in March 2025. The City has also participated in the Department of Fire and Emergency Services' Community Disaster Resilience Program to strengthen preparedness and community resilience.
					2. Bushfire Risk Management Plan;								2. Ensure all City owned buildings (within Bushfire Prone Areas) have Bushfire Risk Assessments completed;	
					3. Environmentally Sustainable Design (ESD) requirements.								3. Design building for climate resilience and improve energy management, through implementation of ESD guidelines;	
					4. Fire risk mitigation actions;								4. Review capacity of existing Council buildings to withstand more severe weather events; Consistent with Planning Policy provisions continue to ensure: • all proposed Structure Plans are accompanied and informed by a Bushfire Management Plan • new building design approval process (within Bushfire Prone	

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													Areas) incorporate bush fire management.	
152	Tree canopy decline	Decline in the extent of canopy cover across the City as a consequence of poor maintenance or the impact of pests and diseases.	Lack of resources; Lack of staff training; Lack of community awareness; Environmental conditions; Unauthorised removal of trees.	Loss of biodiversity; Reduced ecosystem health, function, and resilience; Decreased ability of ecosystems to provide ecosystem services (carbon sequestration, provision of clean air, water filtration, public amenity, etc.).	1. City of Cockburn Urban Forest Plan 2018-2028;	**ADEQUATE**	Reputation; Operations; Environment.	**Major 4**	**Possible 3**	**High 12**	TOLERATE	Group Manager Parks, Fleet and Waste ELT Member: Director Infrastructure Services		Continued rollout of the Urban Forest Plan, including scheduled planting programs and canopy monitoring across priority suburbs. Increased frequency of tree health inspections and pruning cycles to mitigate risks of decline due to poor maintenance. Ongoing surveillance for Polyphagous Shot Hole Borer (PSHB). collaboration with DPIRD for containment and eradication measures, and hygiene protocols implemented for contractors and staff to prevent spread. Annual canopy cover assessment using aerial imagery and GIS mapping completed. Integration of canopy health indicators into the City's asset management system for proactive intervention. Business case in development to justify the addition of a dedicated Urban Forest Officer to manage increasing tree-related customer requests and support proactive canopy health management.

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					2. City of Cockburn Street and Reserve Tree Management Policy;									
					3. City of Cockburn Local Planning Policy LPP5.8 Subdivision & Development – Street Trees;									
					4. City of Cockburn Street Tree Master Plan;									
					5. City of Cockburn Strategic Community Plan 2020-2030;								Presentations have been made to the Executive Leadership Team and Elected Members .	Presentations have been made to the Executive Leadership Team and Elected Members .
					6. City of Cockburn Natural Area Management Strategy 2012-2022 (2018 Review);									
					7. City of Cockburn Parks and Environment Asset Management Plan 2020 – 2024;									

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					8. City of Cockburn Climate Change Strategy 2020-2030;									
					9. City of Cockburn Dieback Management Procedures 2021;									
					10. Department of Primary Industries and Regional Development Biosecurity and Agriculture Management Regulations 2013 – Quarantine Area Notice – Perth Metropolitan Local Government Authority Boundaries – Polyphagous Shot-Hole Borer (Eucallacea fornicatus);								We have engaged Department of Primary Industries and Regional Development (DPIRD) to train our employees in how to identify and report PSHB symptoms and signs.	We have successfully engaged the Department of Primary Industries and Regional Development (DPIRD) to deliver targeted training to our staff. The training focuses on identifying symptoms and signs of Polyphagous Shot Hole Borer (PSHB) and understanding the correct reporting protocols. Initial sessions have been scheduled, and materials provided by DPIRD are being integrated into our operational procedures. Staff feedback has been positive, and we anticipate improved early detection and response capability as a result.
													We are engaging in ongoing DPIRD, LGA and WALGA and CEO working groups to share information.	We are actively participating in ongoing working groups facilitated by DPIRD, WALGA, and the Local Government Authority (LGA). These sessions provide valuable opportunities to share updates, align strategies,

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														and collaborate on managing the risks associated with PSHB. The information exchange has strengthened our regional response and informed our internal planning and staff training initiatives.
					11. City of Cockburn Significant Tree list;									
					12. Environmental strategies and action plans;								The City is not planting reproductive host species as part of our ongoing planting program.	As part of our proactive risk mitigation strategy for PSHB, the City has excluded known reproductive host species from its ongoing planting program. This approach aligns with DPIRD guidance and reduces the likelihood of PSHB establishment and spread within our managed landscapes. Species selection is being reviewed regularly to ensure continued compliance and ecological suitability.
					13. Proactive inspections of high-risk reproductive tree species;								Since we became aware of Polyphagous Shot-Hole Borer (PSHB) infestations occurring in our local government area we have created a data layer in ESRI that identifies susceptible species in our	Complete.

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													street tree City wide.	
					14. Annual dieback mapping and treatment program;									
					15. Dedicated Resources;									
					16. Street Tree asset register; Watering Program;									
					17. Parks tree asset register at major regional reserves;									
					18. Scheduled maintenance;									
					19. Annual maintenance budget;									
					20. Ad hoc Inspections by Council officers;									
					21. Response to									

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					notified hazards;									
					22. Utilisation of qualified tree contractors to undertake works;								We have engaged contractors to conduct proactive aerial inspections of 184 trees on our northern border to identify any possible street tree impact to our susceptible tree species.	Complete.
					23. Root grinding (reactive);									
					24. Installation of tree root barriers;									
					25. QTRA Training.									

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10	Biodiversity loss from climate change impacts	Damage to or loss of biodiversity and natural habitat, caused by climate change impacts (decreased rainfall and increased bushfires, temperatures, and extreme weather events).	Climate change.	Loss of biodiversity; Reduced ecosystem health, function, and resilience; Decreased ability of ecosystems to provide ecosystem services (carbon sequestration, provision of clean air, water filtration, public amenity, etc.).	1. Bush Fire and Emergency Management plans;	**ADEQUATE**	Reputation; Operations; Environment.	**Major 4**	**Possible 3**	**High 12**	TOLERATE	Group Manager Growth and Sustainability ELT Member: Director Sustainable Development and Safety	1. Review and implement the Coastal Adaptation Plan with latest climate science, scenario mapping and WALGA recommendations ;	In line with the current Coastal Adaptation Plan, the City has noted the following in its new Local Planning Strategy (endorsed by WA Planning Commission 28 October 2024): - *Insert a Special Control Area (SCA) and necessary development controls for vulnerable coastal areas into the Local Planning Scheme, in accordance with State Planning Policy 2.6 'State Coastal Planning Policy', the Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) Guidelines and the City's Coastal Adaptation Plan (as amended). Consider the outcomes of the Coastal Hazard Risk Management Adaptation Plan process currently under preparation by the City to inform* a potential local planning scheme amendment. This may also lead to future changes in the next local planning scheme (once the CHRMAP is updated).
					2. Natural Area Management Strategy;								2. Review and maintain ongoing coastal monitoring program;	

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					3. Landowner Biodiversity Conservation Grants;								3.Receive legal advice to clarify the liability of the City in the event of coastal climate change risk scenarios;	
					4. Habitat creation rebates;								4. Prepare site specific foreshore management plans.	
					5. Waterwise Verge Grants;									
					6. Environmental Education Program.									
11	Coastal impacts from sea level rise	Legal liability and damage to or loss of natural environment, infrastructure, and coastal land, caused by sea level rise.	Rising sea levels.	Loss of coastal ecosystem health and function; Increased maintenance and repair costs to buildings; Reduced liveability of the City; Increased insurance premiums; Financial loss and reputational damage to the City.	1. Coastal Adaptation Plan;	**ADEQUATE**	Reputation; Operations; Environment.	**Medium 3**	**Likely 4**	**High 12**	TOLERATE	Group Manager Growth and Sustainability ELT Member: Director Sustainable Development and Safety	1. Review and implement the Coastal Adaptation Plan with latest climate science, scenario mapping and WALGA recommendations ;	GHD is continuing work on the City's Coastal Hazard Risk Management and Adaptation Plan (CHRMAP). The CHRMAP is expected to be completed by April 2026.
					2. Coastal monitoring program;								2. Review and maintain ongoing coastal monitoring program;	

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					3. Cockburn Sound Coastal Alliance;								3. Receive legal advice to clarify the liability of the City in the event of coastal climate change risk scenarios;	
					4. Project specific vulnerability studies;								4. Prepare site specific foreshore management plans;	
					5. State Planning Policy 2.6 application to any new developments;								5.On-going coastal monitoring continues;	
					6. CSCA Coastal vulnerability and adaptation studies;								6. Legal advice received (via WALGA joint initiative) early 2021;	
					7. The preparation of the Coastal Hazard Risk Management and Adaptation Plan;								7. Foreshore Management Plan finalised for Coogee Beach late 2020;	
					8. Rock revetment design;								8. Design study progressing for C Y O'Connor Beach.	
					9. Sand bypassing and sand nourishment.									

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12	Community support	Failure to obtain community support for strategic planning functions.	Poor consultation with the community; Poor approach to formulation of strategic ideas Poor governance of strategic planning function.	Financial losses; Reputational damage; Poor Planning outcomes.	1. Detailed consultation planning for projects;	**ADEQUATE**	Reputation; Operations; Stakeholder impact.	**Major 4**	**Possible 3**	**High 12**	ACCEPT	Group Manager Growth and Sustainability ELT Member: Director Sustainable Development and Safety	1. Extensive internal planning goes into community engagement in strategic planning;	Most strategic planning projects have advertising processes (controlled by State Government) rather than specific community engagement. Planners can only undertake community engagement for specific and occasional projects. These are carried out in line with an approved community engagement plan (approved by the City's engagement team).
					2. Procedures and policies;								2. Reviewed both likelihood and consequence and both appear to reflect the nature of this risk;	
					3. Training and development.								3. Four (4) further officers are attending community engagement training in the next few months;	
													4. Risk controls remain effective. Recent example of engagement on the Yangebup Revitalisation Strategy was recognised by the City's Community Engagement Officer as a gold star example of engagement;	
													5. Controls implemented - works well.	

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15	Landfill capping	Failure to fund the capping of existing exposed landfill.	No forward planning or business development; Lack of adequate financial reserves; Restrictions imposed by regulatory authorities; Using Waste and Recycling Reserve for community infrastructure projects; Inadequate annual transfers back to Reserve; Henderson Waste Recycling Park reduced annual surplus.	Leachate levels build up and spill to outside liner; Soils remediation required; Fines from Regulator; Financial loss; Damage to reputation; Operational loss.	1. Leachate Management Plan; Post Closure Management Plan;	**ADEQUATE**	Reputation; Operations; Environment Compliance.	**Catastrophic 5**	**Unlikely 2**	**Moderate 10**	REDUCE	Group Manager Parks, Fleet and Waste ELT Member: Director Infrastructure Services	1. Implement the Post Closure, Leachate Management Plans and the Henderson Waste and Recycling Park (HWRP) Financial Model;	

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					2. Henderson Waste and Recycling Park (HWRP) Financial Model;								2. The HWRP Financial Model requires that significant funds are available to meet the City's obligations under our Licence requirements in capping and post closure for 2019-2020; An Information Paper was prepared for the capping of Cell 6 for Executive. The Draft Waste Strategy and appendix - 10 Year Financial Plan, has been reviewed by the Executive who has accepted the capping and post closure costs;	

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
					3. Cell 7 capping and leachate pond construction can't safely occur at the same time, whilst keeping the site operational. A decision was made to defer Cell 7 Capping, on the basis that the new leachate pond construction will mitigate any risk of additional leachate being deposited. This information formed part of DWER's decision to allow the City to commence landfilling on Cell 4 & 5 and DWER are comfortable that the construction of the leachate pond will be sufficient to mitigate any risks of excessive								3. The City's Landfill consultant is currently preparing the cap design for submission to the Department of Water and Environmental Regulation (DWER) and for inclusion in the Tender for the Capping Construction Contractor; The Executive has confirmed, through the Landfill Financial Rehabilitation Model, that $5 M will be available in 2021-2020 budget for the capping of Cell 6 and the remaining uncapped cells (when all the available airspace is consumed; Cell 6 was capped in 2020.	Cell 7 Capping Project remains deferred, further site invesigations determined sdditional airspace availble. Leacheate concerns have been mitigated by the construction of a new storage pond.

City of Cockburn 10 Top Operational Risks

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					leachate generation.									
													4. The City has reduced gate rate for major customers to attract tonnes in order to complete 3 other open cells that will require capping in the next 2 decades;	

City of Cockburn 10 Top Operational Risks

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													5. The cost to cap the remaining cells (4, 5 and 7) is $17.5M and the operating cost to manage the Site until 2063 is $10.5m. The current Reserve balance is $12.5m. With the energy from waste plants due for completion in 2022, there is a narrow window for landfill to generate sufficient income through the sale of airspace to establish a reserve of a minimum of $28m.	
													6. The current strategy to increase the Waste and Recycling Reserve will not be adequate.	
													6. The current strategy to increase the Waste and Recycling Reserve will not be adequate.	

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
16	Reduced water availability from decreased rainfall	Decreased liveability, reduced water availability, loss of urban vegetation and biodiversity caused by climate change impacts (decreased rainfall).	Climate change.	Reduced liveability of the City; Financial loss as a result of loss of trees and vegetation in parks and streetscapes; Increased operational costs and demand for utilities; Reduced water availability.	1. Urban Forest Plan;	**ADEQUATE**	Reputation; Operations; Environment.	**Minor 2**	**Almost certain 5**	**Moderate 10**	TOLERATE	Group Manager Growth and Sustainability ELT Member: Director Sustainable Development and Safety	1. Implement Urban Forest Plan;	The City's Urban Forest Plan remains unresourced in terms of its strategic actions. There are some operational resources (2 x Urban Forest Officers undertaking the City's planting program) but not the strategic work necessary outlined in the Urban Forest Plan (extract below) to see any change from 'business as usual'. Until these are resourced there is no improvement to this risk: An Urban Forest Officer will be required to deliver the City's aspirations for an enhanced shade canopy across road reserves, parks and sporting ovals. The Officer will review, amend and create new policies that drive tree establishment within new and existing suburban environments. The Officer will be responsible for engaging with residents, community groups, sporting clubs and corporate entities to deliver an education program and articulate the importance of trees as a highly valued asset. Additionally the Officer will be responsible for the following tasks: • Establishment of the baseline data,

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
														monitoring and reporting on progress towards the targets; • Update the tree inventory database; • Oversee the audit of trees in streetscapes, parks and sporting ovals; • Establish theoretical canopy size; • Undertake thermal imaging and report on outcomes; • Integrate tree planting schedules with development proposals; • Liaise with internal stakeholders to engender tree retention; • Establish a community street tree and park planting program in addition to existing community planting events; • Establish promotional literature and videos to support community education.
					2. Waterwise Council accreditation;								2. Review and Implement Water Efficiency Action Plan to address climate change;	
					3. Environmentally Sustainable Design (ESD) requirements.								3. Implement Water Sensitive Urban Design initiatives;	All subdivision developments incorporate Water Sensitive Urban Design (WSUD) principles as a standard for Public Open Space (POS) design. Irrigation renewals in City parks are guided by hydrozoning practices,

City of Cockburn 10 Top Operational Risks

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														ensuring water is directed primarily to actively used turf areas, thereby reducing overall water consumption.
					4. Environmental Education Programs.								4. Conduct water audit;	
													5. Maintain dialogue with Water Corporation to enhance storm water drainage systems on Wetlands.	

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
17	Urban forest decline from climate change	Urban forest decline caused by climate change impacts (increased temperatures and decreased rainfall).	Climate change.	Reduced liveability and decreased public amenity of the City; Amplification of the urban heat island effect; Unable to irrigate trees and plants as a result of water licence restrictions and reduced water availability; Increased costs to meet irrigation requirements, pest treatment and / or replanting vegetation and urban forest.	1. Urban Forest Plan;	**ADEQUATE**	Reputation; Operations; Environment.	**Minor 2**	**Almost certain 5**	**Moderate 10**	TOLERATE	Group Manager Growth and Sustainability ELT Member: Director Sustainable Development and Safety		The City's Urban Forest Plan remains unresourced in terms of its strategic actions. There are some operational resources (2 x Urban Forest Officers undertaking the City's planting program) but not the strategic work necessary outlined in the Urban Forest Plan (extract below) to see any change from 'business as usual'. Until these are resourced there is no improvement to this risk: An Urban Forest Officer will be required to deliver the City's aspirations for an enhanced shade canopy across road reserves, parks and sporting ovals. The Officer will review, amend and create new policies that drive tree establishment within new and existing suburban environments. The Officer will be responsible for engaging with residents, community groups, sporting clubs and corporate entities to deliver an education program and articulate the importance of trees as a highly valued asset. Additionally the Officer will be responsible for the following tasks: • Establishment of the baseline data,

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
														monitoring and reporting on progress towards the targets • Update the tree inventory database • Oversee the audit of trees in streetscapes, parks and sporting ovals • Establish theoretical canopy size • Undertake thermal imaging and report on outcomes • Integrate tree planting schedules with development proposals • Liaise with internal stakeholders to engender tree retention • Establish a community street tree and park planting program in addition to existing community planting events • Establish promotional literature and videos to support community education.
													1. Design building for climate resilience and improve energy management, through implementation of ESD guidelines;	An Urban Forest Officer will be required to deliver the City's aspirations for an enhanced shade canopy across road reserves, parks and sporting ovals. The Officer will review, amend and create new policies that drive tree establishment within new and existing suburban environments.

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
					2. Waterwise Council accreditation;								2. Ensure all City owned buildings (within Bushfire Prone Areas) have Bushfire Risk Assessments completed;	
					3. Water Efficiency Action Plan.								3. Review capacity of existing Council buildings to withstand more severe weather events;	
													4. Consistent with Planning Policy provisions continue to ensure: • all proposed Structure Plans are accompanied and informed by a Bushfire Management Plan • new building design approval process (within Bushfire Prone Areas) incorporate bush fire management;	The Officer will be responsible for engaging with residents, community groups, sporting clubs and corporate entities to deliver an education program and articulate the importance of tress as a highly valued asset.
													5. Review, update and implement the Bushfire Risk Management Plan and Local Emergency Risk Management Plan.	

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
288	Child safe organisation	Failure by the City of Cockburn to resource for, and anticipate legislative requirements, to comply with the National Principles for Child Safe Organisations.	Failure by the City of Cockburn to notify allegations of, or convictions for, child abuse by the City's employees to the Ombudsman and then investigating these allegations, which will be supervised and reviewed by the Ombudsman, pursuant to the *Parliamentary Commissioner Amendment (Reportable Conduct) Bill 2021*. The Bill, introduced in the Western Australian Parliament on 24 November 2021 to establish a Reportable Conduct Scheme in Western Australia, passed the Legislative Assembly on 06 April 2021 and was introduced to the Legislative Council on 07 April 2022.	Failure by the City to notify the Ombudsman of child abuse, investigate fully and protect children from abuse within the City may lead to: • compliance breach of proposed legislation, the *Parliamentary Commissioner Amendment (Reportable Conduct) Bill 2021* requiring investigation by the Ombudsman; • high media attention; • public complaint; • reputational damage to the City; • public embarrassment; • imprisonment or fine.	1. High level of awareness amongst senior managers of City of Cockburn relating to: (a) key recommendations of the Royal Commission into Institutional Responses to Child Sexual Abuse; and (b) proposed legislation, i.e., *Parliamentary Commissioner Amendment (Reportable Conduct) Bill 2021*.	**INADEQUATE**	Reputation; Operations; Stakeholder impact; Compliance.	**Catastrophic 5**	**Unlikely 2**	**Moderate 10**	ACCEPT	Group Manager Recreation and Place ELT Member: Director Community and Place	1. Develop policy to assist the City to comply with impending Western Australian government legislation.	The Code of Conduct has been updated to include obligations in regard to interactions with vulnerable groups including children. The Code of Conduct already outlines reporting requirements.

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
													2. Develop and promote an organisational framework comprising people and experience to assist the City to comply with impending Western Australian government legislation by supporting employees to: (a) speak up about concerning behaviours to help prevent child abuse; (b) assist to improve organisational systems and processes for preventing and dealing with child abuse; and (c) enable submission of complaints and reports of abuse about their staff.	

City of Cockburn 10 Top Operational Risks

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													3. Promote awareness through employee training or inductions of the National Principles for Child Safe Organisations as outlined by the Child Safe Organisations National Principles, Australian Human Rights Commission, Sydney 2018, summarised as follows: A child safe organisation consciously and systematically - • creates an environment where children's safety and wellbeing is the centre of thought, values and actions • places emphasis on genuine engagement with, and valuing of children • creates conditions that reduce the likelihood of harm to children and young people • creates conditions that increase the likelihood of identifying any harm	

City of Cockburn 10 Top Operational Risks

Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating:	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Progress update and notes to report to the 25 Nov ARIC
													• responds to any concerns, disclosures, allegations or suspicions.	

15.2.6 Strategic Risk Register Update

Executive	Chief Executive Officer
Author	Risk and Governance Advisor
Attachments	1. City of Cockburn Enterprise Risk Management - Risk Assessment and Acceptance Criteria ⇩ 2. City of Cockburn Strategic Risk Register ⇩

Officer Recommendation/Committee Recommendation

That Council RECEIVES the Strategic Risk Register Update.

Background

This report provides an update to the Audit, Risk and Improvement Committee (the ARIC) on the Strategic Risk Register of the City of Cockburn (the City).

This report is the first risk register update to the ARIC on the City's strategic risk register since the 03 December 2024 Audit, Risk and Compliance Committee.

Submission

N/A

Report

Strategic risks reflect the internal and external forces capable of causing uncertainty on the City's long-term positioning and performance or its ability to achieve its business strategies or strategic objectives articulated in its Strategic Community Plan. For effective risk governance, strategic risks are owned and managed by individual member of the City's Executive Leadership Team (ELT).

Table 1 below summarises the City's 13 strategic risks, which were identified in Riskwest-facilitated risk management workshops, held during April to August 2024, with Elected Members and the Executive Leadership Team.

Table1: City of Cockburn strategic risk register summary

Risk No.	Risk name	Risk description	Level of risk
1	Financial sustainability	Failure to ensure the financial viability and long-term sustainability of the City.	**Moderate 8**
2	Economic development	Failure to engage and partner with business and development stakeholders to promote, advocate and support opportunities to live, work and invest in the City.	**Moderate 6**
3	Environmental protection and management	Council plans, decision making processes and/or activities fail to effectively and responsibly support the management, protection and improvement of its natural environment (areas, bushlands, parks and open spaces).	**Moderate 9**
4	Sustainable Resource Management - Water	Failure to manage both the use of and impact on water supply across the City's activities in a sustainable and responsible way.	**Moderate 6**
5	Sustainable Resource Management - Energy	Failure to manage the use of energy across the City's activities in a sustainable and responsible way.	**Moderate 6**
6	Sustainable Resource Management - Waste	Failure to manage waste across the City's activities in a sustainable and responsible way.	**Moderate 6**
7	Climate Change	Failure to manage both the impact of climate change, as well as the impact the City has on the driver of climate change.	**Moderate 9**
8	Community, Lifestyle and Security	Failure to plan for, provide and support socially connected, healthy and safe neighbourhoods.	**Moderate 6**
9	Infrastructure and assets	Failure to strategically plan, deliver and maintain infrastructure and assets to support the City's community aspirations and predicted growth.	**Moderate 6**
10	Transport	Failure to strategically plan, deliver and maintain an integrated, improved and accessible transport network, to support the City's community aspirations and predicted growth.	**Moderate 9**
11	Governance	Failure to ensure ethical and accountable governance and decision-making at the City.	**Moderate 6**

Risk No.	Risk name	Risk description	Level of risk
12	Community Engagement and Service Delivery	Failure to deliver quality and responsive services, which meet the needs and expectations of the community.	**Moderate 6**
13	Employer of choice	Inability to develop and maintain a competent, capable and culturally aligned workforce.	**Moderate 9**

Attachment 1 to this report is the City of Cockburn Enterprise Risk Management - risk assessment and acceptance criteria. This document was revised in the 2024 Riskwest-facilitated risk management workshops. The document is used for risk analysis and evaluation, comprehending the nature of the risk, and determining the level of risk exposure (likelihood and consequence). This document was used for evaluating the strategic risks in the risk register.

The risk level cited in this report to the ARIC is the Residual Risk, which is the risk remaining after management has taken action to alter its severity / and or likelihood by implementing risk control measures.

All the strategic risks in the risk register are rated as 'Moderate'.

Only one of the identified strategic risks is climate-change related:

- Risk 7 *Climate Change* – 'Failure to manage both the impact of climate change, as well as the impact the City has non the driver of climate change.'

By way of comparing the City's strategic risks, climate change and disaster/ catastrophic events are among the top five risks identified by WA local governments, according to the 2025 JLT Public Sector Risk Report, [JLT Risk Solutions Pty Ltd].

Additionally, on 12 October 2025, the French multinational insurance AXA corporation published its Future Risks Report 2025 Edition. This report is the result of a survey conducted from 14 May to 19 June 2025, with input from over 3,000 risk specialists across 57 countries. The risk specialists in the AXA report, ranked climate change as the top risk for the fifth consecutive year, narrowly followed by risks linked to geopolitical instability (placed 2nd) and technological threats (placed 3rd). The AXA report highlights that the threats, both current and emerging to world uncertainty, continue to be driven by climate change and an increasingly polarised world concerned about decline of social and political cohesion and technological risks (comprising artificial intelligence big data and cyber security).

ELT has reviewed the strategic risk register and an update to this committee is provided within **Attachment 2** to this report.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.
Strive for financial sustainability and operational excellence.

Budget/Financial Implications

N/A

Legal Implications

Local Government (Audit) Regulations 1996 r17 CEO to review certain systems and procedures.

Community Consultation

N/A

Risk Management Implications

Risk management oversight and review is a function of the ARIC.

The ARIC is required to review the City's Strategic and Operational Risk as part of the City's risk management practices.

The ARIC's oversight of the Risk Register review report supports continuous improvement of risk management processes.

Failure to adopt this report will result in a High risk to the City in its ability to support an integrated and effective approach to risk management and continually improve its risk management processes.

Advice to Proponent(s)/Submitters

N/A

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

Nil

City of Cockburn Enterprise Risk Management – Risk and Opportunity Impact, and Assessment and Acceptance Criteria

Measure of (Positive or Negative) Consequence or Impact

Negative Consequence/Impact

Category		Compliance	Cyber Security	Environment and Heritage	Financial	Fraud	Organisational Performance	Physical or Psychological Impact	Reputation	Likelihood/Probability: Rare 1	Unlikely 2	Possible 3	Likely 4	Almost certain 5
										The event may occur only in exceptional circumstances, < Once in 5 years, Probability <5%	The event could occur at some time, At least once in 5 years, Probability 5-25%	The event should occur at some time, At least once in 3 years, Probability 25-75%	The event will probably occur in most circumstances, Once per year, Probability 75-95%	The event is expected to occur in most circumstances, > once per year, Probability >95%
Insignificant Negative Impact	Insignificant 1	No noticeable regulatory or statutory impact.	Scanning or reconnaissance, Negligible effect on organisation.	Low localised event with no broader environmental or heritage impacts.	<$1 million	Single opportunistic dishonest activity or asset misappropriation. Internal or external.	Impact managed through normal business practices.	No residual physical injuries. No expected psychological impact.	Isolated individual's issue-based complaint, No media coverage.	Low 1	Low 2	Low 3	Low 4	Low 5
Minor Negative Impact	Minor 2	Some temporary non compliances.	Low-level malicious attack; targeted reconnaissance, phishing, non-sensitive data loss,	Minor localised and short-term negative impact on environmental and/or heritage assets.	$1m ≤ and <$5m	Theft of confidential or personal information, or intellectual property. Repetitive dishonest activity or asset misappropriation. Internal or external	Impact requires additional local management effort or response or redirection of resources to respond.	Minor physical injury, No Lost Time Injury (LTI). Minor psychological impact.	Local community impacts or issue-based concerns.	Low 2	Low 4	Moderate 6	Moderate 8	Moderate 10
Medium Negative Impact	Medium 3	Short term non-compliance but with significant regulatory requirements imposed,	Malware, beaconing or other active network intrusion; temporary system / service disruption, Loss of confidentiality, integrity, or availability causes limit	Short term but recoverable environmental degradation. Significant but rectifiable damage to valued heritage asset,	$5m ≤ and < $10m	Falsifying financial or procurement records to obtain an improper or financial benefit. Internal or external.	Delays to critical operations. Administration of project or activity subject to significant review or change, One or more business objectives only partially achieved. Impact requires short term significant management and organisational resources to respond.	Reportable physical injury requiring professional treatment. Psychological impact requiring professional treatment.	Customer or community impacts and concerns publicly expressed. Reduced confidence by customers, community, and other stakeholders, Short term adverse social media.	Low 3	Moderate 6	Moderate 9	High 12	High 15
Major Negative Impact	Major 4	Significant breach of legal obligations results in termination of activities, imposed penalties or civil actions,	Exfiltration or deletion / damage of key sensitive data or intellectual property, Loss of confidentiality, integrity, or availability causes some adverse effect on organisation,	Severe damage, loss or impairment (> 1 year to remediate or recover) of a significant ecosystem/threatened species (flora and/or fauna) Large scale damage or partial loss requiring long term remediation of a valued heritage asset,	$10m ≤ and < $20m	Persistent planned or systematic dishonest activity or asset misappropriation. Internal or external.	Sustained disruption to critical operations Majority of business objectives only partially Impact requires long term significant management and organisational resources to respond.	Serious injury/illness requiring immediate emergency response or prolonged hospitalisation, Serious psychological injury requiring medium/long term professional medical treatment, counselling, or intervention.	Considerable and prolonged customer or community impact and dissatisfaction publicly expressed, Criticism and loss of confidence and trust in organisations processes and capabilities, Organisation's integrity in question, Significant media attention / prolonged social media campaign, Council intervention.	Low 4	Moderate 8	High 12	Extreme 16	Extreme 20
Catastrophic Negative Impact	Catastrophic 5	Significant breach of legal obligations results in termination of activities, imposed penalties or civil actions.	Severe breach of legal obligations results in criminal charges or loss of required operating licenses.	Permanent loss of significant ecosystem or threatened/vulnerable species (flora and/or fauna), Permanent, total and irreplaceable loss of national and internationally valued state heritage.	≥ $20 million	Irretrievable losses of significant assets or resources through dishonesty, deception or corrupt use of powers causing significant damage to the financial position of the organisation.	Total loss of critical operations, Non achievement of all business objectives. Impact cannot be managed within the organisation's existing resources and threatens survival of the organisation.	Death or severe permanent disablements, Permanent/long term psychological damage requiring extensive remedial intervention.	Significant adverse community impact and condemnation, Consistent ongoing community loss of confidence and trust in organisation's capabilities and intentions, High widespread media across multiple sources.	Low 5	Moderate 10	High 15	Extreme 20	Extreme 25

Positive Consequence/Impact

Category		Compliance		Environment and Heritage	Financial		Organisational Performance	Physical or Psychological Impact	Reputation	Likelihood/Probability: Rare 1	Unlikely 2	Possible 3	Likely 4	Almost certain 5
										The event may occur only in exceptional circumstances, < Once in 5 years, Probability <5%	The event could occur at some time, At least once in 5 years, Probability 5-25%	The event should occur at some time, At least once in 3 years, Probability 25-75%	The event will probably occur in most circumstances, Once per year, Probability 75-95%	The event is expected to occur in most circumstances, > once per year, Probability >95%
Significant Positive Impact	Insignificant 1	Beyond Compliance' approach and outcomes considered as national or international 'best practice',		Permanent improvement in a significant ecosystem or threatened/vulnerable species (flora and/or fauna), Permanent and total benefit to a nationally and internationally valued state heritage asset	≥ $20 million		Long term viability certain, All services, programs and activities being delivered effectively and efficiently, All planned outcomes achieved,	Significant and ongoing physical and/or psychological benefits to the entire Local Government,	Significant, widespread, and ongoing positive community response, Strong community confidence and trust in organisation's capabilities and intentions publicly expressed, High widespread positive media across multiple sources,	Low 5	Moderate 10	High 15	Compelling 20	Compelling 25
Major Positive Impact	Minor 2	'Beyond Compliance' approach and outcomes considered as 'best in sector',		Significant beneficial impact on ecosystem/threatened species (flora and/or fauna), Large scale sustained benefit to a valued state heritage asset,	$10m ≤ and < $20m		Long term viability improved, Majority of critical outcomes achieved, or a single critical outcome achieved, Positive benefits sustained as part of Business as Usual,	Widespread ongoing material physical and/or psychological benefits across the Local Government,	Widespread positive customer or community response publicly expressed, Increased levels of confidence and trust in organisations processes and capabilities, Significant positive media attention,	Low 4	Moderate 8	High 12	Compelling 16	Compelling 20
Medium Positive Impact	Medium 3	Noticeable improvements in legal (regulatory, statutory, contractual) impacts recognised publicly,		Medium term environmental enhancements, Significant medium term positive impact on valued heritage asset,	$5m ≤ and < $10m		Short- or medium-term improvements in the effective and efficient delivery of critical services or programs, Successful delivery of one or more critical outcomes with limited need to allocate greater resources,	Material physical and/or psychological benefits to some areas of the Local Government,	Positive customer or community responses publicly expressed, Improving confidence by customers, community and other stakeholders, Short term positive media / social media attention	Low 3	Moderate 6	Moderate 9	High 12	High 15
Minor Positive Impact	Major 4	Noticeable improvements in legal (regulatory, statutory, contractual) impacts recognised publicly,		Minor localised and short-term positive impact on environmental and/or heritage assets,	$1m ≤ and <$5m		Improvements in the effectiveness and efficiency of multiple business practices in the short term,	Physical and/or psychological benefits to areas of the Local Government,	Positive localised community responses, Limited media, if any,	Low 2	Low 4	Moderate 6	Moderate 8	Moderate 10
Insignificant Positive Impact	Catastrophic 5	Isolated but noticeable improvements in legal (regulatory, statutory, contractual) impacts,		Low-level localised positive environmental / heritage improvements or benefits,	<$1 million		Normal business practices improved in the short term,	Physical and/or psychological benefits to individuals,	Isolated individual's issue-based compliment, No media coverage,	Low 1	Low 2	Low 3	Low 4	Low 5

Level of Negative Risk	Criteria for Managing Residual Risk	Level of Positive Risk	Criteria for Managing Opportunity	Reporting to	Who is Responsible
Low (1 – 5)	Acceptable with adequate controls, (Subject to alignment with risk tolerance and appetite),	Low (1 -5)	Acceptable with adequate controls, (Subject to alignment with risk tolerance and appetite),	Annual reporting to Audit, Risk and Compliance Committee.	Risk owner
Moderate (6 – 11)	Acceptable with adequate controls, (Subject to alignment with risk tolerance and appetite),	Moderate (6 – 11)	Static embrace of opportunity with adequate controls, (Subject to alignment with risk tolerance and appetite),	Annual reporting to Audit, Risk and Compliance Committee,	Risk owner
High (12 – 15)	Requires excellent controls, Refer to CEO/Director for acceptance decision,	High (12 – 15)	Actively pursue with excellent control environment, (Subject to alignment with risk tolerance and appetite), Refer to CEO/Director for acceptance decision,	Monthly reporting to CEO, Quarterly reporting to Audit, Risk and Compliance Committee,	CEO / Director
Extreme (16 – 25)	Unacceptable, Refer to Council / CEO for next steps.	Compelling (16 – 25)	Vigorously pursue with excellent control environment, (Subject to alignment with risk tolerance and appetite), Refer to Council/CEO for next step.	Immediate and ongoing reporting to CEO, Audit risk and Compliance Committee, and Council	Council / CEO

Control Ratings		
Level	Descriptor	Description
R	Robust	Controls are adequate and fully effective, Overall control environment provides strong assurance that the risk is being managed, Control objectives are being met and no material improvements to controls have been identified,
A	Adequate	A few specific control weaknesses noted; however, the overall control environment is adequate and effective and provides reasonable assurance that the risk is being managed, Certain controls may require improvement to ensure that the overall environment will continue to operate effectively,
I	Inadequate	Numerous specific controls weaknesses or gaps were noted, Overall control environment is not adequate or effective and fails to provide reasonable assurance that risks are being managed and control objectives are being met, The control environment needs improvement,

Physical or Psychological Impact Hierarchy of Control		
Effectiveness	Control Methodology	Impact on Unwanted Event (Hazard), and Examples
100% Effective	Elimination	Remove the hazard, or unwanted event, completely or discontinue the process or practice, *For example, if the electric cable from a stage microphone is a trip hazard, use a wireless microphone instead,*
	Substitution	Replace a hazardous or vulnerable system, material, practice or process with one that presents a lower risk, *For example, if an outdoors event is conducted during a summer day, use of market umbrellas could be substituted by providing marquees or shade sails,*
	Isolation	Use lockable barriers to restrict unauthorised access and separate people from hazard, practice, or process, *For example, install guards on machines where there is a risk of a person being trapped in a machine,*
	Engineering	Change the physical characteristics of the practice or process through engineering design, *For example, provide ramps if patrons in wheelchairs will be attending an event,*
	Administrative	Establish appropriate policies, practices, procedures, guidelines and operating instructions to control exposures to unwanted events, *For example, if an event requires the serving of alcohol, ensure that bar employees have been trained in 'Responsible Service of Alcohol',*
≤20% Effective	Personal Protective Equipment	Provide appropriate safety equipment, *For example, traffic controllers need to be provided with long sleeves, long trousers, wide brimmed sunhats and high visibility safety vests,*

Increasing Effectiveness

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City of Cockburn Strategic Risk Register

Risk Identification & Analysis						Current Risk Assessment (Residual) Risk Rating								
Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating: R = Robust, A = Adequate, I = Inadequate	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Notes (Progress and Notes to be reported to the Audit, Risk and Compliance Committee, at its 02 December 2025 meeting).
1.	SG: All	SG 1.1 Financial sustainability Failure to ensure the financial viability and long term sustainability of the City	1. Ineffectiveness in long term financial planning (LTFP) including poor modelling/unrealistic assumptions 2. Insufficient financial capacity/reserves to deal with demographic and market fluctuations 3. Uncertainty over financial obligations associated with developer contracts and grants funding 4. Poor financial governance and management 5. Overreliance on rate income / Insufficient diversification / alternate income streams 6. Failure to forecast and mitigate significant financial shocks 7. Council deviation from Financial Strategy.	Community dissatisfaction Reputational impact Operational performance impact	1. Integrated Planning and Reporting Framework [includes; SCP, CBP, Services Reviews, Project Plans (CAPEX/OPEX), integration with LTFP, WFP, AMPs] 2. Long Term Financial Plan(LTFP) [includes annual review] 3. Financial management reporting 4. Budget Process and Review 5. Rating Strategy 6. Reserve Strategy 7. Financial sustainability policies (including Investment Policy, Liquidity Policy etc) 8. Financial Governance (including statutory reporting/monitoring) 9. Internal / External Audit 10.Financial Training for Elected Members and Administration. 11.Enhance Financial literacy and create a culture where leaders proactively consider the long-term financial implications, asset management, and staffing plan before they propose something new.	R	Reputation Operations Stakeholder Impact	Major 4	Unlikely 2	Moderate 8	ACCEPT	Director Corporate and System Services	1. Internal Audit Plan.	At the May 2025 Audit, Risk and Compliance Committee meeting, the City presented the report Item 11.1.1 (2025/Minute No. 0014 'Audit Plan for Financial Year ending 30 June 2025', summarised as follows: "The attached audit plan for the 2024-25 Financial Year outlines the purpose and scope of the External Audit and explains the audit methodology and approach to be taken in completing the 2025 Financial Year Audit. It provides the Audit, Risk and Compliance Committee (ARC) with the opportunity to review the audit focus areas, the auditor's procedures, and the agreed timelines. The Audit Plan was prepared by KPMG (contracted audit firm) in consultation with the City and approved by the Office of the Auditor General (OAG)." Attachment 1 'Audit Plan for Financial Year ending 30 June 2025' to this report updated Council on the audit plan prepared by the KPMG, the contracted audit firm.
													2. Regularly update the LTPF.	Review of the LTFP is underway to link with the draft 10-year capital works model. It is recommended that all new service proposals or major policy changes should come with a business case that details full life-cycle costs, operating costs, and macro workforce implications. Any new recurring initiative should be cross-checked against the LTFPs targets and should not derail the trajectory of improving operating surplus without an explicit Council decision to assess that impact.
													3. Reserve Strategy (maturity and development).	Strengthen Reserve policies. The City has developed more strategic approaches to property assets, emphasizing alignment with strategic needs and preventing ad-hoc sales. Complete and approve updated Asset Management Plans (AMPs) for all asset areas. Integrate AMP findings into decision making.

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														Monitor and report on Financial Sustainability Metrics (such as Operating Surplus Ratio, Net debt, Cash reserves trends).
2.	SG 1: Local Economy A sustainable and diverse local economy that attracts increased investment and provides local employment	SG 1.2 Economic Development (ED) Failure to engage and partner with business and development stakeholders to promote, advocate and support opportunities to live, work and invest in the City	1. Failure to identify relevant ED priorities 2. Insufficient budget allocated to support ED activities 3. Lack of support from Federal or State Government for economic initiatives 4. Economic development strategies fail attract and support commercial investment 5. Insufficient promotion of the City, its strengths and achievement 6. Commercial vs residential land availability issues 7. Infrastructure planning and development not aligned with economic development objectives	Community dissatisfaction Reputational impact Stakeholder impact Operational performance impact	1. Economic Development Framework 2. Integrated Planning and Reporting Framework 3. Advocacy Priorities 4. Strategic Asset Management Plan/Land Management and Asset Strategies (including SAMP) 5. Relationships with Local Businesses and Associations (including tenants) 6. Local Planning Strategy, Schemes and Policies 7. Small business friendly approvals	R	Operations Reputation	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Director Sustainable Development and Safety	1. AMPS review 2028.	Asset management plans currently under review.
													2. Strategic Asset Management Plan.	Strategic Asset Management Plan to be updated post completion of the Asset Management Plan.
													3. Review Local Planning Strategy 2029.	Reviewing of the Local Planning Strategy is not an appropriate 'treatment action plan' for this risk. This is part of the City's Local Planning Framework and its review is guided by planning regulation as required, and first and foremost it must align to the State's subregional framework. The City is not able to simply add more commercial land or provide for additional housing simply to provide additional economic growth opportunities. In a local government which is well progressed in its growth, and which also has a number of constraints to development (many of which are valued in environmental and recreational qualities), it should be expected that at some point in time, land which is capable of development has been appropriately zoned for this. A more appropriate treatment action plan would be to address the matter of land-banking and landowner intentions /lack of motivation to develop. There are a number of land

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														parcels across the City where landowners (including State government) has not realised the development of their properties. A review of the local planning strategy will not achieve this.
3.	SG 2: Environmental Responsibility A leader in environmental management that enhances and sustainably manages our local natural areas and resources	SG 2.1 Environmental Protection and Management Council plans, decision making processes and/or activities fail to effectively and responsibly support the management, protection and improvement of its natural environment (areas, bushlands, parks and open spaces)	1. Lack of internal capability and capacity (including dedicated resources) 2. Lack of clear strategy, direction and focus 3. Competing priorities 4. Changing complex legislative and policy environment 5. Increasing community expectations and focus	Community dissatisfaction Reputational impact Breakdown of assets Sustainability targets not met Degradation or loss of the natural environment	1. Integrated Planning and Reporting Framework 2. Local Planning Strategy, Schemes and Policies 3. Natural Area Management Strategy 4. Climate Change Strategy 5. Sustainability Policy 6. Environmental Management Policies and Plans (including Biodiversity Plans) 7. Community events and education promotion	R	Reputation Operations Environment	Medium 3	Possible 3	Moderate 9	ACCEPT	Director Sustainable Development and Safety	1. Implement Natural Area Management Strategy.	The Natural Area Management Strategy 2012-2022 was a document where reporting was aligned to the Sustainability report on an annual basis. This report has now ceased as that document was replaced by the adoption of the City's Climate Change Strategy 2020-2030 (the reporting on which now occurs via the City's Annual Report). Notwithstanding this, the City's approach to managing our natural areas is the same. Resources are provided in annual budgets for ongoing operational responsibilities for our bushland reserves, such as vermin and weed control and revegetation programs
													2. Monitor and report on Climate Change Strategy.	Reporting on the Climate Change Strategy 2020-2030 occurs via the City's Annual report. Data for the 2023/24 report has been provided.
4.	SG 2: Environmental Responsibility A leader in environmental management that enhances and sustainably manages our local natural	SG 2.2a Sustainable Resource Management - Water Failure to manage both the use of and impact on water supply across	1. Natural limitations e.g. reducing water availability, a drying climate. 2. Changes to Government Water Policy 3. Reduction in ground water allocations 4. Lack of or incomplete information relating to	Community dissatisfaction Reputational impact Breakdown of assets Sustainability targets not met	1. Local Planning Policies (including Urban Water Management) 2. Irrigation Control Systems 3. Waterwise Council Action Plan - (monitors and reports usage and includes water efficiency projects)	R	Reputation Operations Environment	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Director Sustainable Development and Safety	1. Waterwise Council Action Plan and accreditation as a Gold Waterwise Council.	Maintained Gold Waterwise Council status.

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	areas and resources	the City's activities in a sustainable and responsible way.	water usage across the City 5. Insufficient priority/focus 6. Lack of internal capability and capacity (including dedicated resources)		4. Water Supply Strategy (with DWER - groundwater supply and regulation) 5. Integrated Planning and Reporting Framework (specifically service reviews and service levels connected to enviro impact) 6. Climate Change Strategy 7. Sustainability Policy								2. Monitor and report on Climate Change Strategy.	Reporting on the Climate Change Strategy 2020-2030 occurs via the City's Annual report. Data for the 2023/24 report has been provided.
5.	SG 2: Environmental Responsibility A leader in environmental management that enhances and sustainably manages our local natural areas and resources	SG 2.2b Sustainable Resource Management - Energy Failure to manage the use of energy across the City's activities in a sustainable and responsible way.	1. Lack of or incomplete information relating to energy usage across the City 2. Lack of clear target/strategy for energy efficiency and increase in renewable sources 3. Insufficient education relating to targets, consumption and alternate options 4. Insufficient priority/focus 5. Lack of internal capability and capacity (including dedicated resources)	Community dissatisfaction Reputational impact Sustainability and net zero targets not met	1. Integrated Planning and Reporting Framework (specifically service reviews and service levels connected to energy usage) 2. Climate Change Strategy (includes mitigation actions and targets) 3. Greenhouse Action Fund (for emissions reduction projects) 4. Sustainability Policy 5. Environmentally Sustainable Design (ESD) Requirements.	R	Reputation Operations	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Director Sustainable Development and Safety	1. Monitor and report on Climate Change Strategy.	Reporting on the Climate Change Strategy 2020-2030 occurs via the City's Annual report. Data for the 2023/24 report has been provided.
													2. Complete annual corporate Emission Inventory Report.	Reporting on the Climate Change Strategy 2020-2030 occurs via the City's Annual report. Data for the 2023/24 report has been provided.
													3. Maintain a sustainability reporting system.	Reporting on the Climate Change Strategy 2020-2030 occurs via the City's Annual report. Data for the 2023/24 report has been provided.
													4. Implement the Sustainability Policy including the ESD Requirements.	
													5. Reserve fund for Climate Mitigation utilised.	
6.	SG 2: Environmental Responsibility A leader in environmental management that enhances and sustainably manages our local natural areas and resources	SG 2.2c Sustainable Resource Management - Waste Failure to manage waste across the City's activities in a sustainable and responsible way.	1. Impact of changing waste management landscape (W2E) not well understood, both short term and long term. 2. The City's strategic view may not be aligned with other levels of government (e.g. FOGO). 3. Lack of clear waste management strategy and targets 4. Inability to deliver on waste management targets / legislation and finding does not support move towards a circular economy	Community dissatisfaction Reputational impact Sustainability and net zero targets not met Degradation of the natural environment	1. Adoption of the Waste Strategy 2020-2030 (5 Year Review) 2. Development of a master plan for the Henderson Waste Recovery Park to address available cell airspace, post closure costs and program, site opportunities for commercial returns. 3.Henderson Waste Recovery Park Safety Audit 2024 and 2025. 4. Department of Water and Environmental Regulations Licence compliance.	A	Reputation Operations Reputation Environment Compliance	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Chief Executive Officer	1. Master plan Henderson Waste Recovery 2. Waste Management Service Review 2025.	Following the Henderson Waste Recovery Park internal Audit conducted by JBS&G Australia Pty Ltd in November 2024 numerous new controls have been implemented at the Henderson Waste Recovery Park resulting in the level of risk being adjusted from initially at 'Extreme' to now 'Moderate'.

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			5. Reluctance of community to change behaviours re waste management, and lack of waste education 6. City out of step with other local governments - e.g. number of bins, FOGO and verge collections		5. East Rockingham Waste to Energy Facility on track for completion Q2 FY26 with commission commencing Q3 & Q4. 6. East Rockingham Waste to Energy Facility on track for completion Q2 FY26 with commission commencing Q3 & Q4. 7. Construction of a new Leachate Pond at the Henderson Waste Recovery Park in 2025. 8. Conversion of casual employees to Full time employees for the bulk waste verge collection programs. 9. Annual waste collection surveys indicating 95% satisfaction. 10. FOGO to be reviewed annually and maintain watching brief on FOGO decision by the WA Waste Authority. 11. HWRP Operational management plan. 12. HWRP Community Transfer Station relocation to southern area of site. 13. New entry off Dallison Ave to Community Transfer Station for trailer pass holder with Commercial operators entering off Rockingham Rd entry.								
7.	SG 2: Environmental Responsibility A leader in environmental management that enhances and sustainably manages our local natural areas and resources	SG 2.3 Climate Change Failure to manage both the impact of climate change, as well as the impact the City has on the driver of climate change	1. Lack of understanding and preparedness to respond and adapt to climate change impacts 2. Lack of understanding (and measurement) of how the City's activities and decisions contribute to the drivers of climate change. 3. Lack of funding to respond	Community dissatisfaction Reputational impact Breakdown of assets Sustainability targets not met Degradation of natural environment	1. Climate Change Strategy 2. Climate Change Risk Assessment 3. Emergency Management Committees and Arrangements 4. Integrated Planning and Reporting Framework 5. Coastal Hazard Risk Management and Adaptation Planning (CHRMAP) (Coastal	R	Reputation Operations Environment	Medium 3	Possible 3	Moderate 9	ACCEPT	Director Sustainable Development and Safety	1. Monitor and report on the Climate Change Strategy.	Reporting on the Climate Change Strategy 2020-2030 occurs via the City's Annual report. Data for the 2023/24 report has been provided.

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			4. Insufficient non-financial resources and focus 5. Lack of clear target/strategy for carbon reduction / reductional fossil fuel usage	Decline in community health and wellbeing Low adaptive capacity	erosion - Fringing reef, sand nourishment, foreshore management plans) 6. Public Health Plan (prepare for and adapt to outcomes) 7. Local Planning Strategy 8. Urban Forest Plan 9. Waterwise Council Action Plan 10. Natural Area Management Strategy 11. Sustainability Policy 12. Waste Wise Events Policy									
8.	SG 3: Community, Lifestyle and Security A vibrant, healthy, safe, inclusive and connected community	SG 3 Community, Lifestyle and Security Failure to plan for, provide and support socially connected, healthy and safe neighbourhoods	1. Demographic information not accurate or understood 2. Poor consultation with the community 3. Failure to respond to societal / cultural trends and changing community focus (e.g. through lack of agility); 4. Inadequate engagement with developers and other stakeholders who invest in our areas 5. Failure to recognise, incorporates and celebrate diversity of cultural and heritage values 6. Lack of consideration of community safety in the design of services, programs, events, buildings and infrastructure; 7. Lack of clarity over interface with other 'safety' focussed organisation e.g. Police, NGOs etc 8. Missed opportunity to take a more proactive approach to community safety / perception that the City is overstepping its role	Community dissatisfaction Reputational impact	1. Community Scorecard 2. Integrated Planning and Reporting Framework (environmental scanning process) 3. Community Engagement Policy/Charter (Customer Satisfaction Survey) 4. Community Infrastructure Planning (CIP) (includes needs analysis) 5. Local Planning Strategy, Schemes and Policies 6. Community Safety and Crime Prevention Plan (including Community Safety Service (CoSafe)) 7. Reconciliation Action Plan 8. Disability Access and Inclusion Plan 9. Youth Plans 10. Promotion of Community events and initiatives 11. Public Health Plan 12. Community Development Plan 13. Volunteer Strategy	R	Reputation Operations Stakeholder impact	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Director Sustainable Development and Safety	1. Review of CoSafe completed with transition to in house Co Safe model expected to be completed by Dec 2024.	Completed - Transition from hybrid CoSafe (Team Leaders City employees, Patrol Officer external security contracted staff) to completely in house employed team has now been operating for 12 months. All staff employed in October 2024 are still current employees with CoSafe 12 months later. The operational impact of the transition which included a smaller full-time workforce (16 down to 12) in total has increased the average response time from 14mins to 18mins. Community satisfaction for the service remains the same scoring an average 9/10.

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9.	SG 4: City Growth and Moving Around A growing City that is easy to move around and provides great places to live	SG 4 Infrastructure and Assets Failure to strategically plan, deliver and maintain infrastructure and assets to support the City's community aspirations and predicted growth	1. Aging facilities / legacy issues with existing assets; 2. Lack of forward/lifecycle planning and maintenance 3. Lack of understanding on future needs; 4. Disconnect with Council over future infrastructure and asset needs; 5. Asset management planning not aligned with boarder strategic objectives 6. Planning fails to consider then impact of climate change; 7. Plans are not executed; 8. Reliance on state government strategy and planning to set the direction for major transport routes.	Community dissatisfaction Reputational impact Operational performance impact	1. Integrated Planning and Reporting framework 2. Land Management and Asset Strategies 3. Community Engagement Policy/Charter (Community Scorecard) 4. Local Planning Strategy, Scheme and Policies (inclusive of development contribution plans) 5. Advocacy Priorities 6. Community Infrastructure prioritisation (Community Wide Infrastructure planning process, Youth Infrastructure Strategy, CIP and CSRFP) 7. Transport Planning (Integrated Transport Strategy and District Transport Study, Parking Plan) 8. Master planning process (e.g. Coogee Beach masterplan, trails) 9. Coastal Hazard Risk Mitigation Adaptation Plan 10. Asset Management Plan	A	Reputation Operations Stakeholder impact	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Director Infrastructure Services	1. Strategic Asset Management Plan.	Strategic Asset Management Plan to be updated post completion of the Asset Management Plan.
													2. Review of Local Planning Strategy.	The City's Local Planning Strategy was endorsed by the WA Planning Commission on 28 October 2024. It is required to reflect the State sub-regional planning framework. However, it is perhaps not the best 'treatment Action Plan' for this risk given the State government has also considered support for areas of growth beyond their own framework. This can make it challenging to align infrastructure priorities - especially where there are roads where their role in the road hierarchy is intended to change (i.e. from local to 'other regional' roads). It often takes substantial time to confirm intentions with roads under the State's control and the interaction with City infrastructure projects (such as Cockburn Road which is controlled by Main Roads).
													3. Review Integrated Transport Strategy.	A mid term review of the Integrated Transport Strategy (ITS) is a FY26 CBP action item. This review will help ensure that the ITS continues to meet the City's evolving transport needs while supporting a more connected and sustainable future.
10.	SG 4: City Growth and Moving Around A growing City that is easy to move around and provides great places to live	SG 4. Transport Failure to strategically plan, deliver and maintain an integrated, improved and accessible	1. Limitations around what is a State v LG responsibility / issues around lack of role clarity (i.e. Public transport networks). 2. Reliance on state government strategy and planning to set the	Congestion causing frustration for commuters/other workers Reputational impact Operational performance impact	1. Integrated Planning and Reporting framework 2. Advocacy Priorities 3. Community Engagement Policy/Charter (Community Scorecard) 4. Transport Planning (Integrated Transport Strategy and District Transport Study, Parking	A	Reputation Operations Stakeholder impact	Medium 3	Possible 3	Moderate 9	ACCEPT	Director Sustainable Development and Safety	1. Community Engagement.	Community engagement policy will be presented to the November GovCo meeting for consideration and adoption at OCM. Updated policy will ensure consultation on transport strategies and projects are compliant. The internal Framework guides assist staff in designing, delivering and monitoring our engagement practices. The internal engagement journey

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		transport network, to support the City's community aspirations and predicted growth	direction for major transport routes. 3. Change in mode of transport e.g. shared car ownership, auto vehicles, aging population increasing use of personal mobile devices, use of alternative vehicles such as e-scooters/e-bikes (especially amongst younger demographic). 4. Lack of funding for asset management 5. Challenges to secure Federal/State investment for significant upgrades to roads and intersections that influence community perceptions 6. Impact of outer harbour on road network 7. Community lack of understanding of roles and responsibilities for LG/State etc - sphere of influence. 8. Long term nature of transport planning leads to financial planning and forecasting uncertainty.		Plan, Road Network Upgrade Plan, Bicycle network and Footpath Plan, Trails masterplan, Walking and Cycling Plan, Road Safety Plan, Travel smart Action Plan)									map ensure that the organisation understands the process and timelines.
													2. Strategic Asset Management Plan.	Strategic Asset Management Plan to be updated post completion of the Asset Management Plan.
11.	SG 5: Listening and Leading A community focused, sustainable, accountable and progressive	SG 5.1 Governance Failure to ensure ethical and accountable governance and decision-making at the City	1. Lack of training and education to support understanding of governance requirements and roles; 2. Inadequate framework to support alignment of actions with strategic vision; 3. Frequent changes in strategic direction; 4. Ineffective communication between	Reputational impact Operational performance impact Compliance impact	1. Integrated Planning and Reporting Framework (council-led business planning process) 2. Legislative framework 3. Governance Framework 4. Elected Member Code of Conduct 5. Committees of Council and Reference Groups 6. Council Induction and Training (including mandatory)	R	Reputation Operations Stakeholder impact Compliance	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Chief Executive Officer	1. Governance Improvement Plan 2024-2026 (the Governance Improvement Plan details deliverable actions which will add to existing controls once delivered).	At the May 2025 Audit, Risk and Compliance Committee meeting, the City presented the report Item 11.2.1 (2025/Minute No. 0015 'Governance Update - Development of an Integrity Strategy', which includes this update on the Government Improvement Guidance Plan summarised as follows: "At the September 2024 OCM, Council resolved to endorse the RokSteady Governance Review

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			Council and Administration; 5. Non-compliance with Council policies and legislative requirements; 6. Short term focus in decision making, impacting longer term sustainability focus; 7. Lack of stability within the Administration; 8. Variability in the effectiveness of leadership		7. EM Communications Policy 8. Complaints Procedure									Results and receive the Governance Improvement Guidance Plan, which provides for how the Council and City would implement the improvement actions falling out of the RokSteady Governance Review. Since this date, work has been ongoing on implementing the actions outlined in the Governance Improvement Guidance Plan. An updated Governance Improvement Guidance Plan now utilises the traffic light system. Key updates since August 2024 include: • Deferral of the workshop on the Elected Members Code of Conduct until after the 2025 Local Government Elections; • Changing the date of the review of the Elected Member Hub to 'by 30 June 2025'; • Changing the date of the review of the Elected Members Professional Development Policy to 'by December 2025'; • Inclusion of the proposed Integrity Maturity Self Assessment as a proposed action; • Removal of the annual strategic planning event. Council are involved in the development of the strategic community plan and corporate business plan, as well as the annual budget and yearly service and project plans. This work, along with the adoption of other strategic plans, largely encapsulates the annual strategic planning of Council, and so an additional 'strategic planning event' is not required."
													2. Risk Maturity Improvement Plan 2022-2027.	At the May 2025 Audit, Risk and Compliance Committee meeting, the City presented the report Item 11.2.1 (2025/Minute No. 0015 'Governance Update - Development of an Integrity Strategy', which includes this update on the Risk Management Improvement Plan, summarised as follows: "The City has implemented a Risk Maturity Improvement Plan (the

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														Improvement Plan), which is informed by the Moore Australia Risk Maturity report (the Moore report) presented to this committee on 25 May 2023. The City has begun addressing recommendations from the Moore report in its Improvement Plan". Attachment 1 'Risk maturity Implementation Plan' to this report updated Council on the work so far completed, initiated and remaining.
													3. Australian Business Excellence Framework (ABEF) 2024-2026.	All elements of year one of the three year implementation plan have been completed, including the restructure of the leadership team. A majority of the elements associated with year two of the review have either commenced and are in progress or are being scoped.
													4. ELT & EM Strategic Planning 2024.	Business planning activities and consultation with the Executive and Elected Member have been undertaken. This has resulted in the delivery of the major review of the Strategic Community Plan 2025 - 2035, a revised Corporate Business Plan and Workforce Plan.
12.	SG 5. Listening and Leading A community focused, sustainable, accountable and progressive	SG 5.2 Community Engagement and Service Delivery Failure to deliver quality and responsive services, which meet the needs and expectations of the community	1. Lack of agreement and understanding of stakeholders and their expectations; 2. Ineffective engagement with the community or key stakeholders; 3. Inadequate internal systems and processes to manage stakeholders (CRM) 4. Misalignment between Council expectations and the administration 5. Differing views/priorities of the community 6. Failure to align and integrate the planning and delivery of City's services and activities to achieve	Community dissatisfaction Reputational impact Operational performance impact	1. Transparent reporting 2. Community Engagement Strategy; Community Scorecard reviews 3. Customer Request Process (no formal CRM) 4. Comment on Cockburn (engagement channel) 5. Media monitoring 6. Stakeholder Engagement and Management	R	Reputation Operations Stakeholder impact	Medium 3	Unlikely 2	Moderate 6	ACCEPT	Director Community and Place	1. Undertake annual review of agreed Service Plan.	Service Planning has been undertaken. Revised Business Planning process will see Service Planning commence earlier (December 2025) to ensure alignment with annual budget planning and workforce planning.
													2. Review Community Engagement Policy/Charter annually.	The Community engagement policy will be presented to the November GovCo meeting for Council consideration. Updated policy also aligns with compliance obligations for on transport strategies and projects.
													3. Ensure Community Scorecard information is reviewed and actioned.	Review of Community Scorecard information and actions taken as required.

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Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating: R = Robust A = Adequate I = Inadequate	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Notes (Progress and Notes to be reported to the Audit, Risk and Compliance Committee, at its 02 December 2025 meeting).
			the City's strategic objectives 7. City/Council lack of understanding of the value of the service to the customer										4. Monitor feedback received through Comment on Cockburn (engagement channel).	Feedback from Comment on Cockburn is actively monitored. Feedback received plays an important role in the informing of the City's Strategic Community Plan and projects.
13.	SG 5. Listening and Leading A community focused, sustainable, accountable and progressive	SG 5.3 Employer of choice Inability to develop and maintain a competent, capable and culturally aligned workforce	1. Workforce skills, experience and capability not aligned with the services/functions/operations of the City 2. Inability to attract and retain staff (e.g. Increasing market remuneration levels / Lack of availability of workforce in the market) 3. Failure to capitalise on the City's strong value proposition that results in perception of an unappealing workplace, poor culture and low engagement; 4. Workforce fatigue as a result of workforce and ongoing change 5. Lack of development and ongoing training opportunities / lack of career-paths; 6. Over-reliance on key personnel; 7. Ageing workforce / intergenerational challenges 8. Insufficient knowledge sharing/succession planning; 9. Inefficient systems and processes	Reputational impact Operational performance impact Inability to capitalise on opportunities (i.e., funding, delivery)	1. Integrated Planning and Reporting Framework 2. Workforce Plan 3. People Experience Management Framework (includes corporate HR governance and engagement mechanisms) 4. Professional Development Process 5. Employee Value Proposition 6. Internal Communications 7. Code of Conduct 8. Enterprise Agreement 9. Leadership development (includes succession planning, career progression framework, leadership capability framework) 10. Reward and recognition framework 11. Organisational vision and values and cultural alignment	R	Reputation Operations	Medium 3	Possible 3	Moderate 9	ACCEPT	Chief Executive Officer	1. Undertake annual performance and development planning with workforce to identify and build on capability shortcomings - undertaking annually from August to October.	Annual performance and planning period occurs between 1 August and 31 October each year for all permanent and fixed term employees and eligible casuals. Performance planning outcomes are used to form the City's training needs analysis and drive the development of the annual training program.
													2. Ensure the development and delivery of programs that foster a sense of belonging and value to attract and retain employees - delivered as part of annual program of works that is developed utilising engagement survey data and market trend analysis.	Strategy on a page is developed each year for People Experience and Organisational Capability and Performance to ensure the development and deployment of programs that foster a positive workplace culture. This includes (but is not limited to) continuous improvement of our compliance frameworks as well as Hearts and Minds (team building), Employee Awards Eco System, Employee Value Proposition (employer of choice branding), delivery of Leadership Capability Framework and other professional development and capability building initiatives. In addition, the data from the City's Engagement Survey, Pulse Survey and Exit Survey is utilised to develop action plans that assist in the building of workplace culture and the sense of belonging.

City of Cockburn Strategic Risk Register

Risk Identification & Analysis						Current Risk Assessment (Residual) Risk Rating								
Risk No.	Risk Context	Risk Description	Possible Causes	Potential Consequences	Existing Controls	Control Rating: R = Robust A = Adequate I = Inadequate	Consequence Category	Consequence Rating	Likelihood Rating	Level of Risk	Risk Strategy (i.e., ACCEPT, TOLERATE, REDUCE / IMPROVE CONTROLS)	Risk Owner	Treatment Action Plans (TAPs)	Notes (Progress and Notes to be reported to the Audit, Risk and Compliance Committee, at its 02 December 2025 meeting).
			10. Pressure on resources to meet increasing community and stakeholder expectations of being a growth council and industry leader										3. Undertake the development of career mapping for whole of business to ensure that single points of failure are identified and mitigated and that succession planning principles are embedded as business as usual - succession planning will form component of Leadership Capability Framework (due for deployment January 2025).	Succession planning and career mapping processes are underway and will be complimented by the review and deployment of a revised Leadership Capability Framework that will also see the delivery of an emerging leader program. In addition, the City also continues to actively promote internal secondments and higher duties.
													4. Ensure that strategies are developed for all generations in the workplace (i.e., flexible working, career development, transition to retirement) - review of current framework due by 30 June 30, 2025 (will include development of new documents as required).	As part of the bargaining of the Industrial Agreement 2025, the City has introduced or modified provisions that are more inclusive of a multi generational workforce. This includes the expansion of the application of flexible working arrangements to include all types of care arrangements (not just primary aged children) and inclusion of transition to retirement provisions.

15.2.3 Legal Proceedings Between City of Cockburn and Other Parties

Executive	Chief Executive Officer
Author	Courts and Legal Process Coordinator
Attachments	1. Confidential Attachment **(confidential)**

Officer Recommendaiton/Committee Recommendation

That Council RECEIVES the Register of Legal Proceedings commenced or responded to by the City during the 2024-2025 Financial Year as noted in the Confidential Attachment.

Background

At the 13 December 2018 Ordinary Council Meeting, Council adopted the Policy "Obtaining Legal and Other Expert Advice and Legal Proceedings Between City of Cockburn and Other Parties" (the Policy). The Policy's aim is to provide guidance for the acquisition of legal and other expert advice, and to enable advice and the ongoing status of legal proceedings to be provided to Elected Members on a regular basis.

In accordance with the Policy, the Legal Proceedings Register is provided annually to the Audit, Risk and Compliance Committee and includes all matters which were commenced or responded to by the City.

Submission

N/A

Report

Clause 1 *Application* of the Policy states:

> 'This Policy applies to legal and other expert advice sought by the City of Cockburn, and legal proceedings commenced or responded to by the City, or any person acting in their capacity as a representative of the City and for whom the City is vicariously liable.'

Clauses 3.7 and 4.3 require the CEO to establish and maintain a procedure for recording proceedings commenced or responded to by the City, while clauses 3.8 and 4.4 require a record of this procedure to be reported to the Audit, Risk and Improvement Committee (ARIC) at least annually, or as often as considered appropriate by the CEO or as requested by the ARIC.

A summary of the legal proceedings commenced or responded to by the City during the 2024-2025 Financial Year is provided as Confidential Attachment 1.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

The table below highlights the legal fees expended during the 2024-2025 Financial Year.

Name of firm	Fees Paid	% of total
CS Legal (rates & debt recovery, & court representation)	$129,386.64	43.9
Mcleods Lawyers	$83,147.22	28.2
Jackson McDonald	$65,001.65	22.1
Mills Oakley	$17,250.00	5.8
Total expense	**$294,785.51**	**100**
Fines, penalties and recoveries income	**$161,386.44**	**54.7**
Net fees (after fines, penalties and recoveries)	**$133,399.07**	**45.3**

The City incurs legal fees for a number of reasons including to obtain expert advice, engage representation on contentious matters, and obtain legal services including legal document preparation.

These fees are an expense, they can also be an investment in a positive outcome for the City or to protect against risks on significant projects. Examples of this include engaging lawyers to achieve a settlement of a sum of money owed to the City or to prepare a transaction agreement for a transaction of strategic importance or financial consequence.

The previous Financial Year's total fees in relation to legal proceedings commenced or responded to by the City were $294,785.51 while the net fees were $133,399.07.

Engaging CS Legal for rates and debt recovery, and associated court representation for FY 2024-2025, cost the City $129,386.64 and led to $131,639.98 in cost recovery. This was a net return of $2,253.34 to the City.

The above includes issues relating to unauthorised developments, building permit decisions, litter, parking, leases and dog infringements.

Legal Implications

Nil.

Community Consultation

N/A

Risk Management Implications

There are no risks associated with this recommendation, however failure to present this report to Council annually presents a ‘Low’ level of ‘Compliance’ risk in accordance with the Council adopted Policy.

Advice to Proponent(s)/Submitters

N/A

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

Nil

15.2.4 Financial Report and Audit Results for City of Cockburn Year Ending 30 June 2025

Executive	Director Corporate and System Services
Author	Chief Financial Officer and Service Manager Strategic Finance
Attachments	1. 2025 Annual Financial Report ⇩ 2. Report to the Audit, Risk and Improvement Committee **(Confidential)** 3. Draft Audit Opinion for the Year Ended 30 June 2025 **(Confidential)** 4. Final Management Letter **(Confidential)**

Officer Recommendaiton/Committee Recommendation

(1) ADOPTS the Annual Financial Report for the year ended 30 June 2025, as amended and approved by the Auditor;

(2) RECEIVES the Auditor's Report for the year ended 30 June 2025;

(3) RECEIVES the draft Audit Opinion for the year ended 30 June 2025, as issued by the Office of the Auditor General; and

(4) RECEIVES the Management Letter for the year ended 30 June 2025, as attached to the Agenda.

Background

Section 5.54 of the *Local Government Act 1995* requires Council to accept the Annual Report for a financial year no later than 31 December after that financial year.

Section 5.53 requires that the Annual Report contains the Financial Report (prepared under Section 6.4) and the Auditor's Report (prepared under Section 7.9) for that financial year.

Regulation 9 (3) of the *Local Government (Audit) Regulations 1996* requires the external auditor to determine whether the accounts are properly kept and whether the Annual Financial Report meets specified standards.

Section 7.12A of the *Local Government Act 1995* requires Local Governments to meet with the auditor at least once in every year and to:

- examine an Audit Report received by the Local Government
- determine if any matters raised by the audit report require action to be taken by the Local Government
- ensure that appropriate action is taken in respect of those matters.
- prepare a report addressing any matters identified as significant by the auditor in the audit report (stating action the local government has or will take with respect to each of those matters) and provide a copy of this report to the Minister.

The Terms of Reference for the Audit, Risk & Improvement Committee (ARIC) requires the Committee to review the City's audited annual financial report and ensure that any matters raised by the audit are appropriately followed up.

Since 2019, KPMG has conducted the City's audits under a contract with the Office of the Auditor General (OAG).

The audit plan for 2025 was presented at the Committee's meeting on 20 May, and the Auditor's Report has been prepared in line with that plan.

Key areas of focus for the audit included evaluating the effectiveness of management internal controls, and reviewing the appropriateness of the City's accounting policies, disclosures, and accounting estimates.

This audit allows the OAG to provide an opinion on the City's 2025 financial statements. The auditor will present the report and discuss any issues identified during the process.

Submission

N/A

Report

The Annual Financial Report (attached) being presented to the Audit Review and Improvement Committee (ARIC) contains a detailed set of financial statements and supporting notes, prepared in accordance with legislation and Australian Accounting Standards. These are discussed and analysed below.

Statement of Comprehensive Income

The City's net result (before other comprehensive income) was $37.12 million, $12.55 million higher than the year before. The operating deficit rose slightly to $0.86 million, showing the City's operations remain mostly balanced. The net result improved due to a $10.55 million boost from capital revenue and asset sales.

Total operating revenue increased by $4.59 million (+2.3%) compared to the prior year reaching $204.19 million.

The main contributors to this result were:

- Rates revenue increased by $8.31 million (up 6.56%) to $135 million. This reflects the annual rates adjustment of between 4% and 5.5%, along with growth in the number of rateable properties across the City.
- Fees & charges revenue decreased by $1.36 million (down 3.08%) to $42.79 million. This was mainly due to a $1.7million drop in landfill fees. While the final figure exceeded the original budget, the outcome was influenced by siteworks undertaken during the year and fluctuations in commercial usage.
- Grants, subsidies and contributions revenue declined by $1.52 million (down 10.1%), largely due to a $1.45 million reduction in Financial Assistance Grants received.
- Service charges decreased by $0.825 million to $0.275 million, reflecting the second year of the underground power program. In the first year, 30% of property owners opted to pay the full amount upfront, whereas in the second year, most payments were made under the 10-year instalment plan, resulting in a reduction of approximately 75%.

Operating expenditure for the year of $205.06 million was up $4.81 million (+2.4%) on the previous year.

The main contributors were:

- Employee costs, the City's largest operational expense, increased by $4.08 million (+5.3%) to $81.53 million. This reflected annual salary adjustments under the enterprise agreement, staffing levels, and the mandatory rise in superannuation contributions.
- Materials and contract costs decreased by $1.34 million (-2.7%) to $47.66 million, demonstrating improved budget management and procurement efficiency across key service areas.
- Combined Depreciation & Amortisation expenses (non-cash) of $51.10 million grew by a net $1.92 million (+3.9%) on the previous year:
    - Depreciation on fixed assets of $44.29 million was higher by $2.24 million (+5.33%) on last year, continuing to be driven by asset revaluations completed at 30 June 2023 and additions of completed assets.
    - Amortisation of landfill related assets decreased $0.32 million (to $6.81 million), reflecting remeasurement in cell capping requirements.

Non-operating grants, subsidies, and contributions of $35.88 million were up $10.55 million (41.6%) from last year, comprising:

- Funding from capital grants & subsidies was higher by $4.15 million (total $6.12 million received).
- Developer contributions received were lower by $2.17 million ($3.94 million in total).
- Gifted development assets of $25.76 million were $6.57 million higher on last year.

Other notable variances included a $1.98 million increase in profit on disposals, bringing the total to $2.11 million. This was primarily due to the transfer of six lots at the former Wattleup townsite to DevelopmentWA, which recognised the future profit. Additionally, the absence of a disposal loss in FY25, compared to a $1.74 million loss in FY24 from the write-off of legacy assets, contributed to a stronger non-operating result for the year.

Statement of Financial Position

The City's net assets and total equity increased year on year by $37.12 million to $1,863.58 million (+2.03%).

This reflects total assets of $1,964.98 million (+$48.07 million) and total liabilities of $101.40 million (+$10.96 million).

Current assets decreased year on year by $12.57 million to $178.74 million, primarily due to an increase in term deposit placements for periods greater than one year (non-current assets).

Non-current assets increased by $60.65 million to $1,786.23 million, primarily due to a $22.95 million rise in non-current term deposits, bringing the total to $100.90 million.

The remainder of the increase mostly reflects asset additions totalling $33.25 million, comprising $19.03 million in infrastructure and $14.22 million in property, plant and equipment, following the completion and capitalisation of several significant projects during the year.

Current liabilities increased by $3.21 million (+9.34%) to $37.62 million, primarily due to higher trade and other payables, which rose by $3.39 million (+18.51%), reflecting an increase in sundry creditors. Current borrowings remained unchanged at $2.50 million, relating to the Cockburn ARC facility loan.

Non-current liabilities increased by $7.74 million from last year to $63.78 million:

- Contract liabilities increased by $3.22 million to $15.61 million, representing an increase in unspent development contributions.
- Other provisions increased to $42.21 million from $36.11 million, reflecting a reassessment of the City's future obligations for the restoration of the waste landfill site. The increase resulted from the remeasurement of estimated closure and rehabilitation costs.
- There are no non-current borrowings as at 30 June 2025, with the remaining balance of the Cockburn ARC facility loan now classified as current. The final repayment is scheduled for FY26, and no new borrowings were undertaken during the year.

Changes in Equity

The City's retained surplus increased by $20.33 million over the year to $648 million.

This comprised the net result of $37.12 million less net transfers to financial reserves of $16.68 million.

Financial reserves increased year on year from $215.50 million to $232.18 million, with a total $76.58 million transferred into reserves, less drawdowns of $59.90 million to fund budgeted capital and operating items.

The Asset Revaluation Surplus has remained at $983.39 million as no asset revaluations were conducted this year.

Total equity for the City is $1,863.58 million (+$37.12 million).

Statement of Cash Flows

The City's net cash inflows from operating activities totalled $61.82 million, an increase of $15.76 million compared to the previous year. This result reflects a $0.52 million decrease in receipts offset by a $16.27 million reduction in payments, resulting in a stronger overall cash position.

Net cash outflows from investing activities totalled $54.84 million, an increase of $10.86 million compared to the previous year ($43.98 million).
The key movements were as follows:

- Payments for financial assets at amortised cost decreased by $4.48 million to $8.95 million.
- Payments for property, plant and equipment increased by $8.98 million to $27.58 million, largely due to the completion of several major capital projects during the year, such as the Malabar BMX Facility.
- Payments for construction of infrastructure increased by $17.77 million to $33.49 million.
- Proceeds from capital grants, subsidies and contributions increased by $7.00 million to $10.12 million.
- Proceeds from the sale of property, plant and equipment increased by $4.40 million to $5.05 million.

Net cash outflows from financing activities of $2.96 million included the repayment of $2.50 million on the Cockburn ARC loan.

Cash and cash equivalents reduced by $4.01 million to $17 million during the reporting year. This represents funds held in bank and cash management accounts at 30 June 2025.

Statement of Financial Activity

This statement provides the most insightful and complete view of the City's financial performance for 2025 and it reports the closing municipal budget surplus (or deficit). The Statement of Financial Activity provides a detailed view of the City's financial performance and cash movements for the year ended 30 June 2025. It reports the closing municipal surplus (or deficit) and outlines the sources and application of funds across operating, investing, and financing activities.

The City recorded a closing surplus of $10.36 million as at 30 June 2025, compared with $19.69 million in the previous year.

This surplus includes $1.4 million in municipal funding required for carried-forward projects and the $1 million opening surplus included in the FY26 annual budget.
The excess $7.96 million is proposed to be transferred to various financial reserves in accordance with Council's Corporate Strategic Planning & Budget Policy. This matter will be brought forward at the next Council meeting as a budget amendment item.

A unique aspect of the statement of financial activity is the reporting of expenditure on capital works and projects. This totalled $88.43 million, an increase on last year's $53.51 million. These include spending on infrastructure, property, plant, and equipment, together with the fair value recognised for gifted development assets

Auditor's Report to the Committee & Management Letter

The Local Government Act 1995 requires the City to meet with the auditor at least once in every year and representatives from the OAG and KPMG will attend the meeting.

The auditor's report to the Audit, Risk & Improvement Committee, prepared by KPMG, is a confidential attachment at the request of KPMG.

This communicates matters of interest required by Australian Accounting Standards and any other matters considered to be of interest, arising during the completion of the audit. These will be presented and discussed at the meeting by the auditors.

Also attached is the audit management letter, noting that it is confidential at the request of the OAG.

The audit management letter shows findings identified during the final audit and contains one minor finding. Minor findings are defined as those that are not of primary concern but still warrant action being taken.

Management has agreed with and will be actioning the audit recommendation for the minor finding.

Draft Audit Opinion (OAG)

The OAG has issued a draft Independent Auditor's Report, providing a clear (unqualified) audit opinion on the City's 2025 financial report – marking the fifth consecutive year this has been achieved.

A clear audit opinion reflects that sufficient audit evidence has been obtained to offer reasonable assurance that the financial report is free from material misstatement, whether due to fraud or error. It also indicates that the City's financial controls are considered satisfactory.

The audit opinion confirms that the financial report:

- is based on proper accounts and records
- presents fairly, in all material respects, the results of the operations of the City for the year ended 30 June 2025 and its financial position at that date
- complies with the Local Government Act 1995 (the Act) and, with Australian Accounting Standards.

The independent Auditor's Report will be formally signed and issued by the OAG following this meeting and on receipt of the CEO's signed statement for the financial report.

The draft Independent Auditor's Report is included in the agenda as a confidential item.

Strategic Plans/Policy Implications

Listening & Leading
A community focused, sustainable, accountable and progressive organisation.
• Best practice Governance, partnerships and value for money.

Budget/Financial Implications

The cost of the quoted external audit is accommodated within the City's annual budget.

Legal Implications

- *Local Government Act 1995* Sections 5.53, 5.54, 6.4, and Part 7 - *Audit*
- *Local Government (Audit) Regulations 1996* Regulations 9, 9A and 10
- *Local Government (Financial Management) Regulations 1996* Part 4 - Financial Reports

Community Consultation

N/A

Risk Management Implications

It is a requirement under the *Local Government Act 1995* for Council to accept the City's Annual Report (including the Financial Report and Auditor's Report) by no later than 31 December each year. This report meets this requirement.

Advice to Proponent(s)/Submitters

N/A

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

Nil

City of Cockburn

Annual Report 2024-2025

Financial Report



Cockburn, the best place to be

www.cockburn.wa.gov.au

December 2025

CITY OF COCKBURN

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2025

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The City of Cockburn conducts the operations of a local government with the following community vision:

"Cockburn, the best place to be."

Principal place of business:
9 Coleville Crescent, Spearwood

CITY OF COCKBURN
FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

Local Government Act 1995
Local Government (Financial Management) Regulations 1996

Statement by CEO

The accompanying financial report of the City of Cockburn has been prepared in compliance with the provisions of the *Local Government Act 1995* from proper accounts and records to present fairly the financial transactions for the reporting period ended 30 June 2025 and the financial position as at 30 June 2025.

At the date of signing this statement the particulars included in the financial report are not misleading or inaccurate.

Signed on the day of 2025

Chief Executive Officer

Daniel Simms

CITY OF COCKBURN
STATEMENT OF COMPREHENSIVE INCOME
FOR THE YEAR ENDED 30 JUNE 2025

	Note	2025 Actual	2025 Budget	2024 Actual
		$	$	$
Revenue				
Rates	2(a),25	134,997,008	134,416,025	126,686,660
Grants, subsidies and contributions	2(a)	13,622,806	15,340,964	15,145,589
Fees and charges	2(a)	42,788,518	40,088,009	44,147,051
Service charges	2(a)	275,054	220,000	1,099,718
Interest revenue	2(a)	12,511,595	12,835,100	12,523,953
		204,194,981	202,900,098	199,602,971
Expenses				
Employee costs	2(b)	(81,531,983)	(82,696,329)	(77,448,367)
Materials and contracts		(47,656,295)	(56,178,433)	(48,992,784)
Utility charges		(6,552,846)	(6,521,338)	(6,215,523)
Depreciation		(51,104,142)	(46,190,627)	(49,187,641)
Finance costs	2(b)	(1,579,695)	(260,312)	(1,525,396)
Insurance		(2,737,076)	(2,570,579)	(2,722,823)
Other expenditure	2(b)	(13,896,234)	(12,682,412)	(14,151,411)
		(205,058,271)	(207,100,030)	(200,243,945)
		(863,290)	(4,199,932)	(640,974)
Capital grants, subsidies and contributions	2(a)	35,877,284	11,600,128	25,328,715
Profit on asset disposals		2,109,968	(406,184)	124,912
Loss on asset disposals		0	0	(1,744,029)
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	(7,103)	0	3,363
Distributions from former investments in associate		0	0	1,494,920
		37,980,149	11,193,944	25,207,881
Net result for the period	24(b)	**37,116,859**	**6,994,012**	**24,566,907**
Total comprehensive income for the period		**37,116,859**	**6,994,012**	**24,566,907**

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

CITY OF COCKBURN
STATEMENT OF FINANCIAL POSITION
AS AT 30 JUNE 2025

	Note	2025	2024
		$	$
CURRENT ASSETS			
Cash and cash equivalents	3	17,004,551	12,990,274
Trade and other receivables	5	14,795,966	17,930,653
Other financial assets	4(a)	143,000,000	157,000,000
Inventories	6	31,283	34,392
Other assets	7	3,911,187	3,359,234
TOTAL CURRENT ASSETS		178,742,987	191,314,553
NON-CURRENT ASSETS			
Trade and other receivables	5	4,734,842	1,422,960
Other financial assets	4(b)	100,898,787	77,951,928
Property, plant and equipment	8	406,441,514	392,217,272
Infrastructure	9	1,271,839,975	1,252,805,531
Right-of-use assets	11(a)	2,319,503	1,190,613
TOTAL NON-CURRENT ASSETS		1,786,234,621	1,725,588,304
TOTAL ASSETS		1,964,977,608	1,916,902,857
CURRENT LIABILITIES			
Trade and other payables	12	21,715,039	18,323,045
Contract liabilities	13	2,583,223	3,512,697
Lease liabilities	11(b)	634,094	179,976
Borrowings	14	2,500,000	2,500,000
Employee related provisions	15	10,184,509	9,886,824
TOTAL CURRENT LIABILITIES		37,616,865	34,402,542
NON-CURRENT LIABILITIES			
Trade and other payables	12	2,456,724	2,192,268
Contract liabilities	13	15,612,103	12,387,362
Lease liabilities	11(b)	1,732,808	1,035,261
Borrowings	14	0	2,500,000
Employee related provisions	15	1,771,051	1,816,599
Other provisions	16	42,211,988	36,109,614
TOTAL NON-CURRENT LIABILITIES		63,784,674	56,041,104
TOTAL LIABILITIES		101,401,539	90,443,646
NET ASSETS		1,863,576,069	1,826,459,211
EQUITY			
Retained surplus		648,003,917	627,671,912
Reserve accounts	28	232,178,797	215,393,944
Revaluation surplus	17	983,393,355	983,393,355
TOTAL EQUITY		1,863,576,069	1,826,459,211

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

CITY OF COCKBURN
STATEMENT OF CHANGES IN EQUITY
FOR THE YEAR ENDED 30 JUNE 2025

	Note	Retained surplus	Reserve accounts	Revaluation surplus	Total equity
		$	$	$	$
Balance as at 1 July 2023		**608,923,235**	**209,575,714**	**983,393,355**	**1,801,892,304**
Comprehensive income for the period					
Net result for the period		24,566,907	0	0	24,566,907
Total comprehensive income for the period		24,566,907	0	0	24,566,907
Transfers from reserve accounts	28	41,162,701	(41,162,701)	0	0
Transfers to reserve accounts	28	(46,980,931)	46,980,931	0	0
Balance as at 30 June 2024		**627,671,912**	**215,393,944**	**983,393,355**	**1,826,459,211**
Comprehensive income for the period					
Net result for the period		37,116,859	0	0	37,116,859
Total comprehensive income for the period		37,116,859	0	0	37,116,859
Transfers from reserve accounts	28	59,895,890	(59,895,890)	0	0
Transfers to reserve accounts	28	(76,680,744)	76,680,743	0	(1)
Balance as at 30 June 2025		**648,003,917**	**232,178,797**	**983,393,355**	**1,863,576,069**

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

CITY OF COCKBURN
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 30 JUNE 2025

	Note	2025 Actual	2024 Actual
		$	$
CASH FLOWS FROM OPERATING ACTIVITIES			
Receipts			
Rates		132,742,835	126,519,825
Grants, subsidies and contributions		15,918,073	17,250,996
Fees and charges		31,654,591	44,147,051
Service charges		275,054	1,099,718
Interest revenue		12,511,595	12,523,953
Goods and services tax received		11,892,411	2,475,359
Distributions from investment in associates		0	1,494,920
		204,994,559	205,511,822
Payments			
Employee costs		(81,206,691)	(76,656,359)
Materials and contracts		(37,552,368)	(51,029,724)
Utility charges		(6,552,846)	(6,215,523)
Finance costs		4,522,679	(1,525,396)
Insurance paid		(2,737,076)	(2,722,823)
Goods and services tax paid		(4,696,391)	(9,250,239)
Other expenditure		(14,950,825)	(12,047,336)
		(143,173,518)	(159,447,400)
Net cash provided by operating activities	18(b)	61,821,041	46,064,422
CASH FLOWS FROM INVESTING ACTIVITIES			
Payments for financial assets at amortised cost		(8,953,962)	(13,436,528)
Payments for purchase of property, plant & equipment	8(a)	(27,578,310)	(18,600,931)
Payments for construction of infrastructure		(33,486,851)	(15,717,471)
Proceeds from capital grants, subsidies and contributions		10,122,086	3,120,034
Proceeds from sale of property, plant & equipment		5,050,326	650,783
Net cash (used in) investing activities		(54,846,711)	(43,984,113)
CASH FLOWS FROM FINANCING ACTIVITIES			
Repayment of borrowings	27(a)	(2,500,000)	(2,500,000)
Payments for principal portion of lease liabilities	27(b)	(460,053)	(182,566)
Net cash (used in) financing activities		(2,960,053)	(2,682,566)
Net increase (decrease) in cash held		4,014,277	(602,257)
Cash at beginning of year		12,990,274	13,592,531
Cash and cash equivalents at the end of the year	18(a)	17,004,551	12,990,274

Non-cash investing and financing movements are disclosed at note 18.(c)

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

CITY OF COCKBURN
STATEMENT OF FINANCIAL ACTIVITY
FOR THE YEAR ENDED 30 JUNE 2025

	Note	2025 Actual	2025 Budget	2024 Actual
		$	$	$
OPERATING ACTIVITIES				
Revenue from operating activities				
General rates	25	134,342,684	133,800,000	126,080,608
Rates excluding general rates	25	654,324	616,025	606,052
Grants, subsidies and contributions		13,622,806	15,340,964	15,145,589
Fees and charges		42,788,518	40,088,009	44,147,051
Service charges		275,054	220,000	1,099,718
Interest revenue		12,511,595	12,835,100	12,523,953
Profit on asset disposals		2,109,968	0	124,912
Fair value adjustments to financial assets at fair value through profit or loss	4(b)	(7,103)	0	3,363
		206,297,846	202,900,098	199,731,246
Expenditure from operating activities				
Employee costs		(81,531,983)	(82,696,329)	(77,448,367)
Materials and contracts		(47,656,295)	(56,178,433)	(48,992,784)
Utility charges		(6,552,846)	(6,521,338)	(6,215,523)
Depreciation		(51,104,142)	(46,190,627)	(49,187,641)
Finance costs		(1,579,695)	(260,312)	(1,525,396)
Insurance		(2,737,076)	(2,570,579)	(2,722,823)
Other expenditure		(13,896,234)	(12,682,412)	(14,151,411)
Loss on asset disposals		0	(406,184)	(1,744,029)
		(205,058,271)	(207,506,214)	(201,987,974)
Non-cash amounts excluded from operating activities	26(a)	54,970,962	46,596,811	46,691,904
Amount attributable to operating activities		56,210,537	41,990,695	44,435,176
INVESTING ACTIVITIES				
Inflows from investing activities				
Capital grants, subsidies and contributions		35,877,284	11,600,128	25,328,715
Proceeds from disposal of assets		5,050,326	1,071,100	650,783
Distributions from investments in associates		0		1,494,920
		40,927,610	12,671,228	27,474,418
Outflows from investing activities				
Right of use assets received - non cash	11(a)	(1,611,717)	0	0
Acquisition of property, plant and equipment	8(a)	(27,578,310)	(23,576,711)	(18,590,028)
Acquisition of infrastructure	9(a)	(59,242,049)	(30,151,199)	(34,916,939)
		(88,432,076)	(53,727,910)	(53,506,967)
Non-cash amounts excluded from investing activities	26(b)	1,611,717	0	0
Amount attributable to investing activities		(45,892,749)	(41,056,682)	(26,032,549)
FINANCING ACTIVITIES				
Inflows from financing activities				
Proceeds from new leases - non cash	27(b)	1,611,718	0	0
Transfers from reserve accounts	28	59,895,890	45,325,540	41,162,701
		61,507,608	45,325,540	41,162,701
Outflows from financing activities				
Repayment of borrowings	27(a)	(2,500,000)	(2,500,000)	(2,500,000)
Payments for principal portion of lease liabilities	27(b)	(460,053)	0	(182,566)
Transfers to reserve accounts	28	(76,578,143)	(44,459,553)	(46,980,931)
		(79,538,196)	(46,959,553)	(49,663,497)
Non-cash amounts excluded from financing activities	26(c)	(1,611,718)	0	0
Amount attributable to financing activities		(19,642,306)	(1,634,013)	(8,500,796)
MOVEMENT IN SURPLUS OR DEFICIT				
Surplus or deficit at the start of the financial year	26(d)	19,688,761	1,000,000	9,786,927
Amount attributable to operating activities		56,210,537	41,990,695	44,435,176
Amount attributable to investing activities		(45,892,749)	(41,056,682)	(26,032,549)
Amount attributable to financing activities		(19,642,306)	(1,634,013)	(8,500,796)
Surplus or deficit after imposition of general rates	26(d)	**10,364,243**	**300,000**	**19,688,761**

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

CITY OF COCKBURN
FOR THE YEAR ENDED 30 JUNE 2025
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CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

1. BASIS OF PREPARATION

The financial report of the City of Cockburn which is a Class 1 local government comprises general purpose financial statements which have been prepared in accordance with the *Local Government Act 1995* and accompanying regulations.

Local Government Act 1995 requirements
Section 6.4(2) of the *Local Government Act 1995* read with the *Local Government (Financial Management) Regulations 1996* prescribe that the financial report be prepared in accordance with the *Local Government Act 1995* and, to the extent that they are not inconsistent with the Act, the Australian Accounting Standards. The Australian Accounting Standards (as they apply to local governments and not-for-profit entities) and Interpretations of the Australian Accounting Standards Board were applied where no inconsistencies exist.

The *Local Government (Financial Management) Regulations 1996* specify that vested land is a right-of-use asset to be measured at cost, and is considered a zero cost concessionary lease. All right-of-use assets under zero cost concessionary leases are measured at zero cost rather than at fair value, except for vested improvements on concessionary land leases such as roads, buildings or other infrastructure which continue to be reported at fair value, as opposed to the vested land which is measured at zero cost. The measurement of vested improvements at fair value is a departure from AASB 16 which would have required the City to measure any vested improvements at zero cost.

The *Local Government (Financial Management) Regulations 1996* provide that:
- land and buildings classified as property, plant and equipment;or
- infrastructure; or
- vested improvements that the local government controls ;

and measured at reportable value, are only required to be revalued every five years. Revaluing these non-financial assets every five years is a departure from *AASB 116 Property, Plant and Equipment* , which would have required the City to assess at each reporting date whether the carrying amount of the above mentioned non-financial assets materially differs from their fair value and, if so, revalue the class of non-financial assets.

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 financial 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.

Critical accounting estimates and judgements
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 amounts of assets and liabilities that are not readily apparent from other sources. Actual results may differ from these estimates.

As with all estimates, the use of different assumptions could lead to material changes in the amounts reported in the financial report.

The following are estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year and further information on their nature and impact can be found in the relevant note:

- Fair value measurement of assets carried at reportable value including:
  - Property, plant and equipment - Note 8
  - Infrastructure - Note 9
- Measurement of employee benefits - Note 15
- Measurement of provisions - Note 16

Fair value heirarchy information can be found in Note 23

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.

All monies held in the Trust Fund are excluded from the financial statements. A separate statement of those monies appears at Note 28 of the financial report.

Initial application of accounting standards
During the current year, the following new or revised Australian Accounting Standards and Interpretations were applied for the first time.
- *AASB 2020-1 Amendments to Australian Accounting Standards - Classification of Liabilities as Current or Non-current*
- *AASB 2022-5 Amendments to Australian Accounting Standards - Lease Liability in a Sale and Leaseback*
- *AASB 2022-6 Amendments to Australian Accounting Standards - Non-current Liabilities with Covenants*
- *AASB 2023-3 Amendments to Australian Accounting Standards - Disclosure of Non-current Liabilities with Covenants: Tier 2*
- *AASB 2024-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements: Tier 2 Disclosures*
- *AASB 2023-1 Amendments to Australian Accounting Standards - Supplier Finance Arrangements*

These amendments are not expected to have any material impact on the financial report on initial application.
- *AASB 2022-10 Amendments to Australian Accounting Standards - Fair Value Measurement of Non-Financial Assets of Not-for-Profit Public Sector Entities*

These amendment may result in changes to the fair value of certain non-financial assets on revaluation. The impact has not been quantified as it is not considered practicable to determine the amount of the difference in fair value attributable to the change in the standard.

New accounting standards for application in future years
The following new accounting standards will have application to local government in future years:
- *AASB 2014-10 Amendments to Australian Accounting Standards - Sale or Contribution of Assets between an Investor and its Associate or Joint Venture*
- *AASB 2024-4b Amendments to Australian Accounting Standards - Effective Date of Amendments to AASB 10 and AASB 128 [deferred AASB 10 and AASB 128 amendments in AASB 2014-10 apply]*
- *AASB 2022-9 Amendments to Australian Accounting Standards - Insurance Contracts in the Public Sector*
- *AASB 2023-5 Amendments to Australian Accounting Standards - Lack of Exchangeability*
- *AASB 18 (NFP/super) Presentation and Disclosure in Financial Statements - (Appendix D) [for not-for-profit and superannuation entities]*
- *AASB 2024-2 Amendments to Australian Accounting Standards - Classification and Measurement of Financial Instruments*
- *AASB 2024-3 Amendments to Australian Accounting Standards – Annual Improvements Volume 11*

These amendments are not expected to have any material impact on the financial report on initial application.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

2. REVENUE AND EXPENSES

(a) Revenue

Contracts with customers
Recognition of revenue is dependant on the source of revenue and the associated terms and conditions associated with each source of revenue and recognised as follows:

Revenue category	Nature of goods and services	When obligations typically satisfied	Payment terms	Returns/refunds/ warranties	Timing of revenue recognition
Grants, subsidies and contributions	Community events, minor facilities, research, design, planning evaluation and services	Over time	Fixed terms transfer of funds based on agreed milestones and reporting	Contract obligation if project not complete	Output method based on project milestones and/or completion date matched to performance obligations
Fees and charges - licences, registrations, approvals	Building, planning, development and animal management.	Single point in time	Full payment prior to issue	None	On payment and issue of the licence, registration or approval
Fees and charges - waste management entry fees	Waste treatment, recycling and disposal service at disposal sites	Single point in time	Payment in advance at gate or on normal trading terms if credit provided	None	On entry to facility
Fees and charges - airport landing charges	Permission to use facilities and runway	Single point in time	Monthly in arrears	None	On landing/departure event
Fees and charges - sale of stock	Aviation fuel, kiosk and visitor centre stock	Single point in time	In full in advance, on 15 day credit	Refund for faulty goods	At point of sale
Other revenue - private works	Contracted private works	Single point in time	Monthly in arrears	None	At point of service

Consideration from contracts with customers is included in the transaction price.

Revenue recognition

Rate revenue was recognised from the rate record as soon as practicable after the City resolved to impose rates in the financial year as well as when the rate record was amended to ensure the information in the record was current and correct.

Revenue recognised during the year under each basis of recognition by nature of goods or services is provided in the table below:

For the year ended 30 June 2025

Nature	Contracts with customers	Capital grant/contributions	Statutory requirements	Other	Total
	$	$	$	$	$
Rates	0	0	134,997,008	0	134,997,008
Grants, subsidies and contributions	0	0	0	13,622,806	13,622,806
Fees and charges	0	0	3,999,624	38,788,894	42,788,518
Service charges	0	0	275,054	0	275,054
Interest revenue	0	0	142,775	12,368,820	12,511,595
Capital grants, subsidies and contributions	0	10,057,654	0	25,819,630	35,877,284
Total	0	10,057,654	139,414,461	90,600,150	240,072,265

For the year ended 30 June 2024

Nature	Contracts with customers	Capital grant/contributions	Statutory requirements	Other	Total
	$	$	$	$	$
Rates	0	0	126,686,660	0	126,686,660
Grants, subsidies and contributions	2,382,477	0	0	12,763,112	15,145,589
Fees and charges	0	0	4,579,624	39,567,427	44,147,051
Service charges	0	0	1,099,718	0	1,099,718
Interest revenue	0	0	86,811	12,437,142	12,523,953
Capital grants, subsidies and contributions	0	8,088,113	0	17,240,602	25,328,715
Total	2,382,477	8,088,113	132,452,813	82,008,283	224,931,686

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

2. REVENUE AND EXPENSES (Continued)

(a) Revenue (Continued)	Note	2025 Actual	2024 Actual
		$	$
Assets and services acquired below fair value			
Contributed assets		25,755,198	19,188,565
		25,755,198	19,188,565
Interest revenue			
Interest on reserve account		1,048,356	1,034,686
Other interest revenue		11,463,239	11,489,267
		12,511,595	12,523,953
(b) Expenses			
Auditors remuneration			
- Audit of the Annual Financial Report - Office of the Auditor General (OAG)		100,500	87,590
		100,500	87,590
Employee Costs			
Employee benefit costs		80,245,927	76,177,310
Other employee costs		1,286,056	1,271,057
		81,531,983	77,448,367
Finance costs			
Interest and financial charges paid/payable for lease liabilities and financial liabilities not at fair value through profit or loss		168,743	229,846
Provisions: unwinding of discount		1,336,056	1,270,210
Lease liabilities		74,896	25,340
		1,579,695	1,525,396
Other expenditure			
Sundry expenses		1,029,260	1,416,334
Elected member remuneration		553,602	486,179
Donations		1,530,717	1,257,809
Landfill levy		9,486,346	9,711,733
Fuel issues		1,296,309	1,279,356
		13,896,234	14,151,411

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

3. CASH AND CASH EQUIVALENTS

	Note	2025	2024
		$	$
Cash at bank and on hand		7,004,551	7,990,274
Term deposits		10,000,000	5,000,000
Total cash and cash equivalents	18(a)	17,004,551	12,990,274
Held as			
- Unrestricted cash and cash equivalents		6,801,976	6,244,455
- Restricted cash and cash equivalents	18(a)	10,202,575	6,745,819
		17,004,551	12,990,274

MATERIAL ACCOUNTING POLICIES

Cash and cash equivalents
Cash and cash equivalents include cash on hand, cash at bank, deposits available on demand with banks and other short term 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.

Bank overdrafts are reported as short term borrowings in current liabilities in the statement of financial position.

Term deposits are presented as cash equivalents if they have a maturity of three months or less from the date of acquisition and are repayable with 24 hours notice with no loss of interest.

Restricted financial assets
Restricted financial asset balances are not available for general use by the local government due to externally imposed restrictions. Restrictions are specified in an agreement, contract or legislation. This applies to reserve accounts, unspent grants, subsidies and contributions and unspent loans that have not been fully expended in the manner specified by the contributor, legislation or loan agreement.

4. OTHER FINANCIAL ASSETS

	Note	2025	2024
		$	$
(a) Current assets			
Financial assets at amortised cost		143,000,000	157,000,000
		143,000,000	157,000,000
Other financial assets at amortised cost			
Term deposits		143,000,000	157,000,000
		143,000,000	157,000,000
Held as			
- Unrestricted other financial assets at amortised cost		15,824,592	12,798,814
- Restricted other financial assets at amortised cost	18(a)	127,175,408	144,201,186
		143,000,000	157,000,000
(b) Non-current assets			
Financial assets at amortised cost	18(a)	100,739,548	77,785,586
Financial assets at fair value through profit or loss		159,239	166,342
		100,898,787	77,951,928
Financial assets at amortised cost			
Term deposits		100,739,548	77,785,586
		100,739,548	77,785,586
Financial assets at fair value through profit or loss			
Units in Local Government House Trust - opening balance		166,342	162,979
Movement attributable to fair value increment		(7,103)	3,363
Units in Local Government House Trust - closing balance		159,239	166,342

MATERIAL ACCOUNTING POLICIES

Other financial assets at amortised cost
The City 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.

Fair values of financial assets at amortised cost are not materially different to their carrying amounts, since the interest receivable on those assets is either close to current market rates or the assets are of a short term nature. Non-current financial assets at amortised cost fair values are based on discounted cash flows using a current market rates. They are classified as level 2 fair values in the fair value hierachy (see Note 23 (i)) due to the observable market rates.

Interest received is presented under cashflows from operating activities in the Statement of Cash Flows where it is earned from financial assets that are held for cash management purposes.

Financial assets at fair value through profit or loss
The City classifies the following financial assets at fair value through profit or loss:
- debt investments which do not qualify for measurement at either amortised cost or fair value through other comprehensive income.
- equity investments which the City has elected to recognise as fair value gains and losses through profit or loss.

Impairment and risk
Information regarding impairment and exposure to risk can be found at Note 22.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

5. TRADE AND OTHER RECEIVABLES

	Note	2025	2024
		$	$
Current			
Rates and statutory receivables		2,029,658	2,136,208
Trade receivables		11,134,420	12,875,240
GST receivable		1,631,888	2,919,205
		14,795,966	17,930,653
Non-current			
Rates and statutory receivables		1,184,843	1,155,297
Trade receivables		3,549,999	267,663
		4,734,842	1,422,960

MATERIAL ACCOUNTING POLICIES

Rates and statutory receivables
Rates and statutory receivables are non-contractual receivables arising from statutory requirements and include amounts due from ratepayers for unpaid rates and service charges and other statutory charges or fines.

Rates and statutory receivables are recognised when the taxable event has occurred and can be measured reliably.

Trade receivables
Trade receivables are amounts receivable from contractual arrangements with customers for goods sold, services performed or grants or contributions with sufficiently specific performance obligations or for the construction of recognisable non financial assets as part of the ordinary course of business.

Measurement
Trade and other receivables are recognised initially at the amount of the transaction price, unless they contain a significant financing component, and are to be recognised at fair value.

Classification and subsequent measurement
Receivables which are generally due for settlement within 30 days except rates receivables which are expected to be collected within 12 months are classified as current assets. All other receivables such as, deferred pensioner rates receivable after the end of the reporting period are classified as non-current assets.

Trade and other receivables are held with the objective to collect the contractual cashflows and therefore the City measures them subsequently at amortised cost using the effective interest rate method.

Due to the short term nature of current receivables, their carrying amount is considered to be the same as their fair value. Non-current receivables are indexed to inflation, any difference between the face value and fair value is considered immaterial.

Impairment and risk exposure
Information about the impairment of trade receivables and their exposure to credit risk and interest rate risk can be found in Note 22.

6. INVENTORIES

	Note	2025	2024
		$	$
Current			
Fuel and Materials		31,283	34,392
		31,283	34,392
The following movements in inventories occurred during the year:			
Balance at beginning of year		34,392	27,313
Additions to inventory		1,054,591	7,079
Inventories expensed during the year		(1,057,700)	0
Balance at end of year		31,283	34,392

MATERIAL ACCOUNTING POLICIES

General
Inventories are measured at the lower of cost and net realisable value.

Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

7. OTHER ASSETS

	2025	2024
	$	$
Other assets - current		
Prepayments	926,804	1,108,354
Accrued income	2,984,383	2,250,880
	3,911,187	3,359,234

MATERIAL ACCOUNTING POLICIES
Other current assets
Other non-financial assets include prepayments which represent payments in advance of receipt of goods or services or that part of expenditure made in one accounting period covering a term extending beyond that period.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

8. PROPERTY, PLANT AND EQUIPMENT

(a) Movements in balances

Movement in the balances of each class of property, plant and equipment between the beginning and the end of the current financial year.

		Assets not subject to operating lease		Total property			Plant and equipment			
	Note	Land	Buildings	Land	Buildings	Total property	Furniture and equipment	Plant and equipment	Computer equipment	Total property, plant and equipment
		$	$	$	$	$	$	$	$	$
Balance at 1 July 2023		88,735,180	284,193,135	88,735,180	284,193,135	372,928,315	379,356	10,365,263	1,890,185	385,563,119
Additions		0	11,277,545	0	11,277,545	11,277,545	457,700	4,313,330	2,552,356	18,600,931
Disposals		0	(1,744,029)	0	(1,744,029)	(1,744,029)	0	(525,871)	0	(2,269,900)
Depreciation	10(a)	0	(5,597,507)	0	(5,597,507)	(5,597,507)	(104,570)	(2,908,757)	(1,076,947)	(9,687,781)
Transfers		0	17,174	0	17,174	17,174	(6,271)	0	0	10,903
Balance at 30 June 2024		88,735,180	288,146,318	88,735,180	288,146,318	376,881,498	726,215	11,243,965	3,365,594	392,217,272
Comprises:										
Gross balance amount at 30 June 2024		88,735,180	407,972,342	88,735,180	407,972,342	496,707,522	2,821,481	27,531,358	13,843,700	540,904,061
Accumulated depreciation at 30 June 2024		0	(119,826,024)	0	(119,826,024)	(119,826,024)	(2,095,266)	(16,287,393)	(10,478,106)	(148,686,789)
Balance at 30 June 2024	8(b)	88,735,180	288,146,318	88,735,180	288,146,318	376,881,498	726,215	11,243,965	3,365,594	392,217,272
Additions		0	19,787,075	0	19,787,075	19,787,075	569,145	6,776,164	445,926	27,578,310
Disposals		(2,629,125)	0	(2,629,125)	0	(2,629,125)	0	(311,233)	0	(2,940,358)
Depreciation	10(a)	0	(5,837,217)	0	(5,837,217)	(5,837,217)	(170,825)	(3,313,853)	(1,157,157)	(10,479,052)
Transfers		0	65,342	0	65,342	65,342	0	0	0	65,342
Balance at 30 June 2025		86,106,055	302,161,518	86,106,055	302,161,518	388,267,573	1,124,535	14,395,043	2,654,363	406,441,514
Comprises:										
Gross balance amount at 30 June 2025		86,106,055	427,824,759	86,106,055	427,824,759	513,930,814	3,390,627	31,951,638	14,289,626	563,562,705
Accumulated depreciation at 30 June 2025		0	(125,663,241)	0	(125,663,241)	(125,663,241)	(2,266,092)	(17,556,595)	(11,635,263)	(157,121,191)
Balance at 30 June 2025	8(b)	86,106,055	302,161,518	86,106,055	302,161,518	388,267,573	1,124,535	14,395,043	2,654,363	406,441,514

CITY OF COCKBURN
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FOR THE YEAR ENDED 30 JUNE 2025

8. PROPERTY, PLANT AND EQUIPMENT (Continued)

(b) Carrying amount measurements

Asset class	Note	Carrying amount 2025	Carrying amount 2024	Fair value hierarchy	Valuation technique	Basis of valuation	Date of last valuation	Inputs used
		$	$					
(i) Fair value - as determined at the last valuation date								
Land and buildings								
				Level 2 and 3	Market indexation approach using Current Replacement Cost	Independent Registered Valuer	June 2023	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. Unobservable inputs for the asset or liability. Unobservable inputs shall be used to measure fair value to the extent that relevant observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at the measurement date
Land - market value								
		86,106,055	88,735,180					
Total land	8(a)	86,106,055	88,735,180					
				Level 2 and 3	Market indexation approach using Current Replacement Cost	Independent Registered Valuer	June 2023	Inputs other than quoted prices included within Level 1 that are observable for the asset or liability, either directly or indirectly. Unobservable inputs for the asset or liability. Unobservable inputs shall be used to measure fair value to the extent that relevant observable inputs are not available, thereby allowing for situations in which there is little, if any, market activity for the asset or liability at the measurement date
Buildings - non specialised								
		302,161,518	288,146,318					
Total buildings	8(a)	302,161,518	288,146,318					

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement

CITY OF COCKBURN
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9. INFRASTRUCTURE

(a) Movements in balances

Movement in the balances of each class of infrastructure between the beginning and the end of the current financial year.

	Infrastructure - roads	Infrastructure - drainage	Infrastructure - footpath	Infrastructure - parks equipment	Infrastructure - landfill site	Infrastructure - marina	Infrastructure - coastal	Rehabilitation asset	Total infrastructure
	$	$	$	$	$	$	$	$	$
Balance at 1 July 2023	649,067,760	291,117,035	125,448,471	94,122,792	18,091,405	10,560,418	48,367,332	20,430,707	1,257,205,920
Additions	16,133,961	7,873,547	3,832,485	5,897,262	2,394,162	1,013,158	281,164	0	37,425,739
Depreciation	(16,881,848)	(3,565,768)	(3,792,794)	(6,830,010)	(1,465,336)	(470,208)	(619,505)	(5,670,053)	(39,295,522)
Transfers	0	0	0	6,271	(17,174)	1,319,995	(1,319,995)	0	(10,903)
Remeasurement	0	0	0	0	0	0	0	(2,519,703)	(2,519,703)
Balance at 30 June 2024	648,319,873	295,424,814	125,488,162	93,196,315	19,003,057	12,423,363	46,708,996	12,240,951	1,252,805,531
Comprises:									
Gross balance at 30 June 2024	1,027,650,033	365,353,195	181,920,188	139,321,049	55,547,972	15,276,912	55,576,847	37,956,322	1,878,602,518
Accumulated depreciation at 30 June 2024	(379,330,160)	(69,928,381)	(56,432,026)	(46,124,734)	(36,544,915)	(2,853,549)	(8,867,851)	(25,715,371)	(625,796,987)
Balance at 30 June 2024	648,319,873	295,424,814	125,488,162	93,196,315	19,003,057	12,423,363	46,708,996	12,240,951	1,252,805,531
Additions	14,030,836	16,031,489	3,054,350	12,567,155	7,395,942	56,690	1,339,269	0	54,475,731
Depreciation	(17,482,524)	(3,633,619)	(3,885,597)	(7,157,468)	(1,680,660)	(549,574)	(621,773)	(5,131,048)	(40,142,263)
Transfers	(30,000)	0	0	(35,342)	0	0	0	0	(65,342)
Remeasurement	0	0	0	0	0	0	0	4,766,318	4,766,318
Balance at 30 June 2025	644,838,185	307,822,684	124,656,915	98,570,660	24,718,339	11,930,479	47,426,492	11,876,221	1,271,839,975
Comprises:									
Gross balance at 30 June 2025	1,041,650,869	381,384,684	184,974,539	151,852,862	62,943,914	15,333,602	56,916,116	42,722,640	1,937,779,226
Accumulated depreciation at 30 June 2025	(396,812,684)	(73,562,000)	(60,317,624)	(53,282,202)	(38,225,575)	(3,403,123)	(9,489,624)	(30,846,419)	(665,939,251)
Balance at 30 June 2025	644,838,185	307,822,684	124,656,915	98,570,660	24,718,339	11,930,479	47,426,492	11,876,221	1,271,839,975

* Asset additions included gifted assets received at substantially less than fair value

As at 30 June 2025	8,846,034	9,314,038	1,626,740	5,968,386	0	0	0	0	25,755,198

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9. INFRASTRUCTURE (Continued)

(b) Carrying amount measurements

Asset class	Fair value hierarchy	Valuation technique	Basis of valuation	Date of last valuation	Inputs used
(i) Fair value - as determined at the last valuation date					
Infrastructure - roads	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2023	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Infrastructure - drainage	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2023	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Infrastructure - footpath	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2023	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Infrastructure - parks equipment	3	Cost Approach Using Current Replacement Cost	Management Valuation	June 2023	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Infrastructure - landfill site	3	Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Infrastructure - marina	3	Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Infrastructure - coastal	3	Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount
Rehabilitation asset	3	Cost Approach Using Current Replacement Cost	Independent Registered Valuer	June 2021	Estimates of residual value, useful life, pattern of consumption and asset condition and relationship to the assessed level of remaining service potential of the depreciable amount

Level 3 inputs are based on assumptions with regards to future values and patterns of consumption utilising current information. If the basis of these assumptions were varied, they have the potential to result in a significantly higher or lower fair value measurement.

During the period there were no changes in the valuation techniques used by the local government to determine the fair value of infrastructure using level 3 inputs

CITY OF COCKBURN
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10. FIXED ASSETS

(a) Depreciation

Depreciation rates
Typical estimated useful lives for the different asset classes for the current and prior years are included in the table below:

Asset class	Useful life
Buildings - non-specialised	5 to 100 years
Furniture and equipment	4 to 20 years
Plant and equipment	3 to 25 years
Computer equipment	5 years
Infrastructure - roads	10 to 100 years
Infrastructure - drainage	100 years
Infrastructure - footpaths	20 to 50 years
Infrastructure - parks equipment	5 to 100 years
Infrastructure - landfill site	10 to 80 years
Infrastructure - marina	10 to 100 years
Infrastructure - coastal	10 to 100 years
Rehabilitation asset	Based on the remaining life of the landfill
Leased assets	Based on the remaining lease

(b) Fully depreciated assets in use

The gross carrying amount of assets held by the City which are currently in use yet fully depreciated are shown in the table below.

	2025	2024
	$	$
Buildings - non specialised	51,000	480,870
Furniture and equipment	11,335,988	9,499,077
Plant and equipment	6,857,038	6,019,996
	18,244,026	15,999,943

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10. FIXED ASSETS (Continued)

MATERIAL ACCOUNTING POLICIES

Initial recognition

An item of property, plant and equipment or infrastructure that qualifies for recognition as an asset is measured at its cost.

Upon initial recognition, cost is determined as the amount paid (or other consideration given) to acquire the assets, plus costs incidental to the acquisition. The cost of non-current assets constructed by the City includes the cost of all materials used in construction, direct labour on the project and an appropriate proportion of variable and fixed overheads. For assets acquired at zero cost or otherwise significantly less than fair value, cost is determined as fair value at the date of acquisition.

Assets for which the fair value as at the date of acquisition is under $5,000 are not recognised as an asset in accordance with *Local Government (Financial Management) Regulation 17A(5).* These assets are expensed immediately.

Where multiple individual low value assets are purchased together as part of a larger asset or collectively forming a larger asset exceeding the threshold, the individual assets are recognised as one asset and capitalised.

Individual assets that are land, buildings and infrastructure acquired between scheduled revaluation dates of the asset class in accordance with the City's revaluation policy, are recognised at cost and disclosed as being at reportable value.

Measurement after recognition

Plant and equipment including furniture and equipment and right-of-use assets (other than vested improvements) are measured using the cost model as required under *Local Government (Financial Management) Regulation 17A(2).* Assets held under the cost model are carried at cost less accumulated depreciation and any impairment losses being their reportable value.

Reportable value

In accordance with *Local Government (Financial Management) Regulation 17A(2)* , the carrying amount of non-financial assets that are land and buildings classified as property, plant and equipment, investment properties, infrastructure or vested improvements that the local government controls.

Reportable value is for the purpose of *Local Government (Financial Management) Regulation 17A(4)* is the fair value of the asset at its last valuation date minus (to the extent applicable) the accumulated depreciation and any accumulated impairment losses in respect of the non-financial asset subsequent to its last valuation date.

Revaluation

Land and buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls and measured at reportable value, are only required to be revalued every five years in accordance with the regulatory framework. This includes buildings and infrastructure items which were pre-existing improvements (i.e. vested improvements) on land vested in the City.

Whilst the regulatory framework only requires a revaluation to occur every five years, it also provides for the City to revalue earlier if it chooses to do so.

For land, buildings and infrastructure, increases in the carrying amount arising on revaluation of asset classes are credited to a revaluation surplus in equity.

Decreases that offset previous increases of the same class of asset are recognised against revaluation surplus directly in equity. All other decreases are recognised in profit or loss.

Subsequent increases are then recognised in profit or loss to the extent they reverse a net revaluation decrease previously recognised in profit or loss for the same class of asset.

Depreciation

The depreciable amount of all property, plant and equipment and infrastructure, are depreciated on a straight-line basis over the individual asset's useful life from the time the asset is held ready for use. Leasehold improvements are depreciated over the shorter of either the unexpired period of the lease or the estimated useful life of the improvements.

The assets residual values and useful lives are reviewed, and adjusted if appropriate, at the end of each reporting period.

Depreciation on revaluation

When an item of property, plant and equipment and infrastructure is revalued, any accumulated depreciation at the date of the revaluation is treated in one of the following ways:
(i) The gross carrying amount is adjusted in a manner that is consistent with the revaluation of the carrying amount of the asset; or
(ii) Eliminated against the gross carrying amount of the asset and the net amount restated to the revalued amount of the asset.

Impairment

In accordance with *Local Government (Financial Management)* Regulations 17A(4C), the City is not required to comply with *AASB 136 Impairment of Assets* to determine the recoverable amount of its non-financial assets that are land or buildings classified as property, plant and equipment, infrastructure or vested improvements that the local government controls in circumstances where there has been an impairment indication of a general decrease in asset values.

In other circumstances where it has been assessed that one or more of these non-financial assets are impaired, the asset's carrying amount is written down immediately to its recoverable amount if the asset's carrying amount is greater than its estimated recoverable amount.

Gains or losses on disposal

Gains and losses on disposals are determined by comparing proceeds with the carrying amount. These gains and losses are included in the statement of comprehensive income in the period in which they arise.

CITY OF COCKBURN
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11. LEASES

(a) Right-of-use assets

Movement in the balance of each class of right-of-use asset between the beginning and the end of the current financial year.	Note	Right-of-use assets - plant and equipment	Total right-of-use assets
		$	$
Balance at 1 July 2023		503,232	503,232
Additions		891,719	891,719
Depreciation		(204,338)	(204,338)
Balance at 30 June 2024		1,190,613	1,190,613
Gross balance amount at 30 June 2024		2,638,405	2,638,405
Accumulated depreciation at 30 June 2024		(1,447,792)	(1,447,792)
Balance at 30 June 2024		1,190,613	1,190,613
Additions		1,619,816	1,619,816
Disposals		(8,099)	(8,099)
Depreciation		(482,827)	(482,827)
Balance at 30 June 2025		2,319,503	2,319,503
Gross balance amount at 30 June 2025		3,008,862	3,008,862
Accumulated depreciation at 30 June 2025		(689,359)	(689,359)
Balance at 30 June 2025		2,319,503	2,319,503

* Right of use asset additions are non-cash additions. Refer to note 18(c).

The following amounts were recognised in the statement of comprehensive income during the period in respect of leases where the City is the lessee:		2025 Actual	2024 Actual
		$	$
Depreciation on right-of-use assets		(482,827)	(204,338)
Finance charge on lease liabilities	27(b)	(74,896)	(25,340)
Total amount recognised in the statement of comprehensive income		(557,723)	(229,678)
Total cash outflow from leases		(534,949)	(207,906)

(b) Lease liabilities

Current		634,094	179,976
Non-current		1,732,808	1,035,261
	27(b)	2,366,902	1,215,237

MATERIAL ACCOUNTING POLICIES

Leases

At inception of a contract, the City assesses if the contract contains or is a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified for a period of time in exchange for consideration.

At the commencement date, a right-of-use asset is recognised at cost and lease liability at the present value of the lease payments that are not paid at that date. The lease payments are discounted using the interest rate implicit in the lease, if that rate can be readily determined. If that rate cannot be readily determined, the City uses its incremental borrowing rate.

All contracts that are classified as short-term leases (i.e. a lease with a term of 12 months or less) and leases of low value assets are recognised as an operating expense on a straight-line basis over the term of the lease. Details of individual lease liabilities required by regulations are provided at Note 27(b).

Right-of-use assets - measurement

Right-of-use assets are measured at cost. All right-of-use assets (other than vested improvements) under zero cost concessionary leases are measured at zero cost (i.e. not recognised in the Statement of Financial Position). The exception is vested improvements on concessionary land leases such as roads, buildings or other infrastructure which are reported at fair value.

Right-of-use assets - depreciation

Right-of-use assets are depreciated over the lease term or useful life of the underlying asset, whichever is the shorter. Where a lease transfers ownership of the underlying asset, or the cost of the right-of-use asset reflects that the City anticipates to exercise a purchase option, the specific asset is depreciated over the useful life of the underlying asset.

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12. TRADE AND OTHER PAYABLES

	2025	2024
	$	$
Current		
Sundry creditors	16,393,285	13,057,374
Prepaid rates	2,289,213	2,320,390
ATO liabilities	372,990	299,835
Bonds and deposits held	2,493,449	2,495,324
Other prepaid income	166,102	150,122
	21,715,039	18,323,045
Non-current		
Sundry bonds and deposits	2,456,724	2,192,268
	2,456,724	2,192,268

MATERIAL ACCOUNTING POLICIES

Financial liabilities
Financial liabilities are initially recognised at fair value when the City becomes a party to the contractual provisions of the instrument.

Non-derivative financial liabilities (excluding financial guarantees) are subsequently measured at amortised cost.

Financial liabilities are derecognised where the related obligations are discharged, cancelled or expired. The difference between the carrying amount of the financial liability extinguished or transferred to another party and any consideration paid, including the transfer of non-cash assets or liabilities assumed, is recognised in profit or loss.

Statutory liabilities
Statutory liabilities, are amounts owed to regulatory authorities due to statutory obligations such as FBT and PAYG. GST payable is offset against GST receivable and any net GST payable is included as a statutory liability.

Trade and other payables
Trade and other payables represent liabilities for goods and services provided to the City prior to the end of the financial year that are unpaid and arise when the City becomes obliged to make future payments in respect of the purchase of these goods and services. The amounts are unsecured, are recognised as a current liability and are usually paid within 30 days of recognition. The carrying amounts of trade and other payables are considered to be the same as their fair values, due to their short-term nature.

Prepaid rates
Prepaid rates are, until the taxable event has occurred (start of the next financial year), refundable at the request of the ratepayer. Rates received in advance are initially recognised as a financial liability. When the taxable event occurs, the financial liability is extinguished and the City recognises income for the prepaid rates that have not been refunded.

CITY OF COCKBURN
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13. OTHER LIABILITIES

	2025	2024
	$	$
Current		
Contract liabilities	2,583,223	3,512,697
	2,583,223	3,512,697
Non-current		
Contract liabilities from transfers for recognisable non financial assets	15,612,103	12,387,362
	15,612,103	12,387,362
Reconciliation of changes in contract liabilities		
Opening balance	3,512,697	4,231,244
Additions	2,583,223	573,167
Revenue from contracts with customers included as a contract liability at the start of the period	(3,512,697)	(1,291,714)
	2,583,223	3,512,697
Reconciliation of changes in capital grant/contribution liabilities		
Opening balance	12,387,362	12,387,362
Additions	15,612,103	11,562,480
Revenue from capital grant/contributions held as a liability at the start of the period	(12,387,362)	(11,562,480)
	15,612,103	12,387,362
Expected satisfaction of capital grant/contribution liabilities		
Less than 1 year	2,583,223	80,584
1 to 2 years	2,000,000	5,000,000
2 to 3 years	3,000,000	2,000,000
3 to 4 years	500,000	3,000,000
4 to 5 years	1,806,778	500,000
> 5 years	5,522,102	1,806,778
	15,412,103	12,387,362

The comparative information for the year ended 30 June 2024 has been amended to correct a disclosure error relating to the description of Contract Liabilities and Capital Grant Liabilities in accordance with AASB 108 Accounting Policies, Changes in Accounting Estimates and Errors.
The correction does not impact the amounts reported in the Statement of Financial Position, Statement of Comprehensive Income or Statement of Cash Flows. It relates solely to the presentation of note disclosures, in this Note 13.
Comparative balances have therefore been updated to correctly reflect the movement and reconciliation of Contract Liabilities and Capital Grant Liabilities respectively.

MATERIAL ACCOUNTING POLICIES
Contract liabilities
Contract liabilities represent the City's obligation to transfer goods or services to a customer for which the City has received consideration from the customer.

Contract liabilities represent obligations which are not yet satisfied. Contract liabilities are recognised as revenue when the performance obligations in the contract are satisfied.

CITY OF COCKBURN
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14. BORROWINGS

	Note	2025 Current	2025 Non-current	2025 Total	2024 Current	2024 Non-current	2024 Total
Secured		$	$	$	$	$	$
Bank loans		2,500,000	0	2,500,000	2,500,000	2,500,000	5,000,000
Total secured borrowings	27(a)	2,500,000	0	2,500,000	2,500,000	2,500,000	5,000,000

MATERIAL ACCOUNTING POLICIES

Borrowing costs

The City has elected to recognise borrowing costs as an expense when incurred regardless of how the borrowings are applied.

Fair values of borrowings are not materially different to their carrying amounts, since the interest payable on those borrowings is either close to current market rates or the borrowings are of a short term nature. Borrowings fair values are based on discounted cash flows using a current borrowing rate. They are classified as level 3 fair values in the fair value hierachy (see Note 23(i)) due to the unobservable inputs, including own credit risk.

Risk

Details of individual borrowings required by regulations are provided at Note 27(a).
Information regarding exposure to risk can be found at Note 22.

CITY OF COCKBURN
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15. EMPLOYEE RELATED PROVISIONS

Employee related provisions

	2025	2024
Current provisions	**$**	**$**
Employee benefit provisions		
Annual leave	4,919,482	4,783,341
Long service leave	5,265,027	5,103,483
	10,184,509	9,886,824
Total current employee related provisions	10,184,509	9,886,824
Non-current provisions		
Employee benefit provisions		
Long service leave	1,771,051	1,816,599
	1,771,051	1,816,599
Total non-current employee related provisions	1,771,051	1,816,599
Total employee related provisions	11,955,560	11,703,423

Provision is made for benefits accruing to employees in respect of wages and salaries, annual leave and long service leave and associated on costs for services rendered up to the reporting date and recorded as an expense during the period the services are delivered.

Annual leave liabilities are classified as current, as there is no unconditional right to defer settlement for at least 12 months after the end of the reporting period. Assessments indicate that actual settlement of the liabilities is expected to occur as follows:

	Note	2025	2024
Amounts are expected to be settled on the following basis:		**$**	**$**
Less than 12 months after the reporting date		10,184,509	9,886,824
More than 12 months from reporting date		1,771,051	1,816,599
		11,955,560	11,703,423

MATERIAL ACCOUNTING POLICIES

Employee benefits
The City's obligations for employees' annual leave, long service leave and other employee leave entitlements are recognised as employee related provisions in the Statement of Financial Position.

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 statement of financial position.

Other long-term employee benefits
Long-term employee benefits provisions 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.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
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16. OTHER PROVISIONS

	Provision for rehabilitation of landfill	Total
	$	$
Opening balance at 1 July 2024		
Non-current provisions	36,109,614	36,109,614
	36,109,614	36,109,614
Additional provision	6,933,740	6,933,740
Unused amounts reversed	(2,167,422)	(2,167,422)
Charged to profit or loss		
- unwinding of discount	1,336,056	1,336,056
Balance at 30 June 2025	42,211,988	42,211,988
Comprises		
Non-current	42,211,988	42,211,988
	42,211,988	42,211,988

Other provisions
Amounts which are expected to be paid out within 12 months of the reporting date are classified as current. Exact timing of payment of non-current obligations is unable to be reliably estimated as it is dependent on factors beyond the control of the local government.

Provision for remediation costs
Under the licence for the operation of the City of Cockburn waste landfill site, the City has a legal obligation to restore the site

The estimated future obligations include the costs of restoring the affected areas and continued monitoring of the site.

The provision for future remediation costs is the best estimate of the present value of the expenditure required to settle the remediation obligation at the reporting date. Future remediation costs are reviewed annually and any changes in the estimate are reflected in the present value of the remediation provision at each reporting date.

MATERIAL ACCOUNTING POLICIES
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.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

17. REVALUATION SURPLUS

	2025 Opening balance	Total Movement on revaluation	2025 Closing balance	2024 Opening balance	Total Movement on revaluation	2024 Closing balance
	$	$	$	$	$	$
Revaluation surplus - Land	111,732,899	0	111,732,899	111,732,899	0	111,732,899
Revaluation surplus - Buildings	56,294,831	0	56,294,831	56,294,831	0	56,294,831
Revaluation surplus - Infrastructure - roads	412,381,094	0	412,381,094	412,381,094	0	412,381,094
Revaluation surplus - Infrastructure - drainage	222,980,596	0	222,980,596	222,980,596	0	222,980,596
Revaluation surplus - Infrastructure - footpath	108,468,650	0	108,468,650	108,468,650	0	108,468,650
Revaluation surplus - Infrastructure - parks equipment	46,928,597	0	46,928,597	46,928,597	0	46,928,597
Revaluation surplus - Infrastructure - landfill site	40,533	0	40,533	40,533	0	40,533
Revaluation surplus - Infrastructure - coastal	24,566,155	0	24,566,155	24,566,155	0	24,566,155
	983,393,355	0	983,393,355	983,393,355	0	983,393,355

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

18. NOTES TO THE STATEMENT OF CASH FLOWS

(a) Reconciliation of cash

For the purposes of the Statement of cash flows, cash includes cash and cash equivalents, net of outstanding bank overdrafts. Cash at the end of the reporting period is reconciled to the related items in the Statement of Financial Position as follows:

	Note	2025 Actual	2024 Actual
		$	$
Cash and cash equivalents	3	17,004,551	12,990,274
Restrictions			
The following classes of financial assets have restrictions imposed by regulations or other externally imposed requirements which limit or direct the purpose for which the resources may be used:			
- Cash and cash equivalents	3	10,202,575	6,745,819
- Financial assets at amortised cost	4	227,914,956	215,407,618
		238,117,531	222,153,437
The restricted financial assets are a result of the following specific purposes to which the assets may be used:			
Restricted reserve accounts	28	232,178,797	215,496,544
Contract liabilities	13	2,583,223	3,512,697
Bonds & deposits		2,456,724	2,192,268
Financial assets at fair value through profit and loss		159,239	166,342
Restricted non-current investment		739,548	785,586
Total restricted financial assets		238,117,531	222,153,437
(b) Reconciliation of net result to net cash provided by operating activities			
Net result		37,116,859	24,566,907
Non-cash items:			
Adjustments to fair value of financial assets at fair value through profit or loss		7,103	(3,363)
Depreciation/amortisation		51,104,142	49,187,641
(Profit)/loss on sale of asset		(2,109,968)	1,619,117
Changes in assets and liabilities:			
(Increase)/decrease in trade and other receivables		(177,195)	(7,244,300)
(Increase)/decrease in other assets		(551,953)	2,280,468
(Increase)/decrease in inventories		3,109	(7,079)
Increase/(decrease) in trade and other payables		3,656,450	(850,336)
Increase/(decrease) in employee related provisions		252,137	792,008
Increase/(decrease) in other provisions		6,102,374	(1,249,493)
Increase/(decrease) in other liabilities		2,295,267	2,301,567
Capital grants, subsidies and contributions		(35,877,284)	(25,328,715)
Net cash provided by/(used in) operating activities		61,821,041	46,064,422
(c) Borrowing facilities			
Credit standby arrangements			
Bank overdraft limit			
Bank overdraft at balance date			
Credit card limit		350,000	350,000
Credit card balance at balance date		(81,624)	(109,493)
Total amount of credit unused		268,376	240,507
Loan facilities			
Loan facilities - current		2,500,000	2,500,000
Loan facilities - non-current		0	2,500,000
Total facilities in use at balance date		2,500,000	5,000,000

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

19. CONTINGENT LIABILITIES

In compliance with the Contaminated Sites Act 2003, the City has listed sites to be possible sources of contamination. Details of those sites are:

- Dubove Park
- Poole Reserve
- Dixon Reserve
- Pistol Club and Rose Shanks Reserve

Until the City conducts an investigation to determine the presence and scope of contamination, assess the risk, and agree with the Department of Water and Environmental Regulation on the need and criteria for remediation of a risk based approach, the City is unable to estimate the potential costs associated with remediation of these sites. This approach is consistent with the Department of Water and Environmental Regulation Guidelines.

20. CAPITAL COMMITMENTS

	2025	2024
	$	$
Contracted for:		
- Capital expenditure projects	4,035,355	4,225,081
- Beale Park Redevelopment	398,397	0
- Waterbuttons Park - New Playground	336,421	0
- Land acquisition - Cockburn Coast Oval	11,093,578	10,801,926
- Henderson Redevelopment	0	1,885,496
- Cockburn ARC Expansion	392,827	12,815,475
- Santich Park - parking and new lighting	0	1,328,298
- Stratton Street upgrade	0	922,410
- Malabar Park BMX facility	0	702,213
- Plant & equipment purchases	5,769,907	5,022,476
	22,026,485	37,703,375
Payable:		
- not later than one year	22,026,485	21,273,831
- later than one year but not later than five years	0	16,429,544
	22,026,485	37,703,375

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

21. RELATED PARTY TRANSACTIONS

(a) Council member remuneration

Fees, expenses and allowances to be paid or reimbursed to council members.	Note	2025 Actual	2025 Budget	2024 Actual
		$	$	$
Mayor's annual allowance		97,115	97,115	93,380
Mayor's meeting attendance fees		51,411	51,412	49,435
Mayor's other expenses		0	0	78
Mayor's annual allowance for ICT expenses		3,500	3,750	3,500
Mayor's travel and accommodation expenses		6,175		8,319
		158,201	152,277	154,712
Deputy Mayor's annual allowance		24,279	24,279	23,345
Deputy Mayor's meeting attendance fees		31,422	34,278	32,960
Deputy Mayor's child care expenses		0	0	3,989
Deputy Mayor's annual allowance for ICT expenses		3,500	3,750	3,500
Deputy Mayor's travel and accommodation expenses		307	0	332
		59,508	62,307	64,126
All other council member's meeting attendance fees		274,224	274,224	253,736
All other council member's child care expenses		4,140	0	0
All other council member's expenses		1,204	10,192	607
All other council member's annual allowance for ICT expenses		28,000	30,000	25,945
All other council member's travel and accommodation expenses		4,303	15,000	4,483
		311,871	329,416	284,771
	21(b)	529,580	544,000	503,609

(b) Key management personnel (KMP) compensation

The total of compensation paid to KMP of the City during the year are as follows:				
Short-term employee benefits		2,223,104		2,195,002
Post-employment benefits		252,925		247,393
Employee - other long-term benefits		657,902		771,544
Employee - termination benefits		21,850		0
Council member costs	21(a)	529,580		503,609
		3,685,361		3,717,548

Short-term employee benefits
These amounts include all salary and fringe benefits awarded to KMP except for details in respect to fees and benefits paid to council members which may be separately found in the table above.

Post-employment benefits
These amounts are the current-year's cost of the City's superannuation contributions made during the year.

Other long-term benefits
These amounts represent annual leave and long service leave entitlements accruing during the year.

Termination benefits
These amounts represent termination benefits paid to KMP (Note: may or may not be applicable in any given year).

Council member costs
These amounts represent payments of member fees, expenses, allowances and reimbursements during the year.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

22. FINANCIAL RISK MANAGEMENT

This note explains the City's exposure to financial risks and how these risks could affect the City's future financial performance.

Risk	Exposure arising from	Measurement	Management
Market risk - interest rates	Long term borrowings at variable rates	Sensitivity analysis	Utilise fixed interest rate borrowings
Credit risk	Cash and cash equivalents, trade receivables, financial assets and debt investments	Aging analysis Credit analysis	Diversification of bank deposits, credit limits. Investment policy
Liquidity risk	Borrowings and other liabilities	Rolling cash flow forecasts	Availability of committed credit lines and borrowing facilities

The City does not engage in transactions expressed in foreign currencies and is therefore not subject to foreign currency risk.

Financial risk management is carried out by the finance department under policies approved by the Council. The Strategic Finance Team identifies, evaluates and manages financial risks in close co-operation with the operating divisions. Council have approved the overall risk management policy and provide policies on specific areas such as investment policy.

(a) Interest rate risk

Cash and cash equivalents
The City's main interest rate risk arises from cash and cash equivalents with variable interest rates, which exposes the City to cash flow interest rate risk. Short term overdraft facilities also have variable interest rates however these are repaid within 12 months, reducing the risk level to minimal.

Excess cash and cash equivalents are invested in fixed interest rate term deposits which do not expose the City to cash flow interest rate risk. Cash and cash equivalents required for working capital are held in variable interest rate accounts and non-interest bearing accounts. Carrying amounts of cash and cash equivalents at the 30 June and the weighted average interest rate across all cash and cash equivalents, term deposits, and Treasury bonds held disclosed as financial assets at amortised cost are reflected in the table below.

	Weighted average interest rate	Carrying amounts	Fixed interest rate	Variable interest rate	Non interest bearing
	%	$	$	$	$
2025					
Cash and cash equivalents	4.22%	17,004,551	10,000,000	7,004,551	0
Financial assets at amortised cost - term deposits	4.94%	243,739,548	243,739,548	0	0
2024					
Cash and cash equivalents	4.98%	12,990,274	0	12,990,274	0
Financial assets at amortised cost - term deposits	4.76%	234,785,586	234,785,586	0	0

Sensitivity
Profit or loss is sensitive to higher/lower interest income from cash and cash equivalents as a result of changes in interest rates.

	2025	2024
	$	$
Impact of a 1% movement in interest rates on profit or loss and equity*	70,046	129,903

* Holding all other variables constant

Borrowings
Borrowings are subject to interest rate risk - the risk that movements in interest rates could adversely affect funding costs. The City manages this risk by borrowing long term and fixing the interest rate to the situation considered the most advantageous at the time of negotiation. The City does not consider there to be any interest rate risk in relation to borrowings. Details of interest rates applicable to each borrowing may be found at Note 27(a).

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

22. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk

Trade and other receivables
The City's major trade and other receivables comprise contractual non-statutory user fees and charges, grants, contributions and reimbursements. The major risk associated with these receivables is credit risk – the risk that the debts may not be repaid. The City manages this risk by monitoring outstanding debt and employing debt recovery policies.

The level of outstanding receivables is reported to council monthly and benchmarks are set and monitored for acceptable collection performance.

The City applies the AASB 9 Financial Instruments simplified approach to measuring expected credit losses using a lifetime expected loss allowance for all trade and other receivables. To measure the expected credit losses, receivables from grants, contributions and reimbursements are separated from other trade receivables due to the difference in payment terms and security.

The expected loss rates are based on the payment profiles of trade and other receivables over a period of 36 months before 1 July 2024 or 1 July 2025 respectively and the corresponding historical losses experienced within this period. Historical credit loss rates are adjusted to reflect current and forward-looking information on macroeconomic factors such as the ability of users to settle the receivables.

The loss allowance as at 30 June 2025 and 30 June 2024 was determined as follows for trade and other receivables.

	Current	More than 30 days past due	More than 60 days past due	More than 90 days past due	Total
30 June 2025					
Trade receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	10,895,131	27,300	299	211,690	11,134,420
Loss allowance	0	0	0	0	0
Other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	446,017	203,086	338,477	2,673,966	3,661,546
Loss allowance	0	0	0	0	0
30 June 2024					
Trade receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	11,071,938	691,731	898,357	213,213	12,875,239
Loss allowance	0	0	0	0	0
Other receivables					
Expected credit loss	0.00%	0.00%	0.00%	0.00%	
Gross carrying amount	1,740,229	209,380	348,967	2,756,838	5,055,414
Loss allowance	0	0	0	0	0

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

22. FINANCIAL RISK MANAGEMENT (Continued)

(b) Credit risk (Continued)

The loss allowances for trade, other receivables and contract assets as at 30 June reconcile to the opening loss allowances as follows:

	Trade receivables		Other receivables		Contract assets	
	2025 Actual	2024 Actual	2025 Actual	2024 Actual	2025 Actual	2024 Actual
	$	$	$	$	$	$
Opening loss allowance as at 1 July	0	0	0	0	0	0
Increase in loss allowance recognised in profit or loss during the year	0	0	0	0	0	0
Receivables written off during the year as uncollectible	0	(6,611)	0	0	0	0
Unused amount reversed	0	6,611	0	0	0	0
Closing loss allowance at 30 June	0	0	0	0	0	0

Trade, other receivables and contract assets are written off where there is no reasonable expectation of recovery. Indicators that there is no reasonable expectation of recovery include, amongst others, the failure of a debtor to engage in a repayment plan with the City, and a failure to make contractual payments for a period of greater than 120 days past due.

Impairment losses on rates and statutory receivables, trade, other receivables and contract assets are presented as net impairment losses within other expenditure. Subsequent recoveries of amounts previously written off are credited against the same line item.

Contract assets

The City's contract assets represent work completed, which have not been invoiced at year end. This is due to the City not having met all the performance obligations in the contract which give an unconditional right to receive consideration. The City applies the simplified approach to measure expected credit losses which uses a lifetime expected loss allowance for all contract assets. To measure the expected credit losses, contract assets have been grouped based on shared credit risk characteristics and the days past due. Contract assets have substantially the same risk characteristics as the trade receivables for the same types of contracts. The City has therefore concluded that the expected loss rates for trade receivables are a reasonable approximation of the loss rates for the contract assets.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

22. FINANCIAL RISK MANAGEMENT (Continued)

(c) Liquidity risk

Payables and borrowings
Payables and borrowings are both subject to liquidity risk – that is the risk that insufficient funds may be on hand to meet payment obligations as and when they fall due. The City manages this risk by monitoring its cash flow requirements and liquidity levels and maintaining an adequate cash buffer. Payment terms can be extended and overdraft facilities drawn upon if required and disclosed in Note 18(c).

The contractual undiscounted cash flows of the City's payables and borrowings are set out in the liquidity table below. Balances due within 12 months equal their carrying amounts, as the impact of discounting is not significant.

	Due within 1 year	Due between 1 & 5 years	Due after 5 years	Total contractual cash flows	Carrying amount
2025	**$**	**$**	**$**	**$**	**$**
Trade and other payables	21,715,040	2,456,724	0	24,171,764	21,715,039
Borrowings	2,500,000	0	0	2,500,000	2,500,000
Lease liabilities	634,094	1,732,808	0	2,366,902	2,366,902
	24,849,134	4,189,532	0	29,038,666	26,581,941
2024					
Trade and other payables	18,323,045	2,192,268	0	20,515,313	18,323,045
Borrowings	2,500,000	2,500,000	0	5,000,000	5,000,000
Lease liabilities	179,976	1,035,261	0	1,215,237	1,215,237
	21,003,021	5,727,529	0	26,730,550	24,538,282

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

23. OTHER MATERIAL ACCOUNTING POLICIES

a) Goods and services tax (GST)
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.

b) Current and non-current classification
The asset or liability is classified as current if it is expected to be settled within the next 12 months, being the City's operational cycle. In the case of liabilities where the City does not have the unconditional right to defer settlement beyond 12 months, such as vested long service leave, the liability is classified as current even if not expected to be settled within the next 12 months. Inventories held for trading are classified as current or non-current based on the City's intentions to release for sale.

c) Rounding off figures
All figures shown in this annual financial report, other than a rate in the dollar, are rounded to the nearest dollar. Amounts are presented in Australian Dollars.

d) Comparative figures
Where required, comparative figures have been adjusted to conform with changes in presentation for the current financial year.

When the City applies an accounting policy retrospectively, makes a retrospective restatement or reclassifies items in its financial statements that has a material effect on the statement of financial position, an additional (third) Statement of Financial Position as at the beginning of the preceding period in addition to the minimum comparative financial report is presented.

e) Budget comparative figures
Unless otherwise stated, the budget comparative figures shown in this annual financial report relate to the original budget estimate for the relevant item of disclosure.

f) Superannuation
The City contributes to a number of Superannuation Funds on behalf of employees. All funds to which the City contributes are defined contribution plans.

g) Fair value of assets and liabilities
Fair value is the price that the City would receive to sell the asset or would have to pay to transfer a liability, in an orderly (i.e. unforced) transaction between independent, knowledgeable and willing market participants at the measurement date.

As fair value is a market-based measure, the closest equivalent observable market pricing information is used to determine fair value. Adjustments to market values may be made having regard to the characteristics of the specific asset or liability. The fair values of assets that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data.

To the extent possible, market information is extracted from either the principal market for the asset or liability (i.e. the market with the greatest volume and level of activity for the asset or liability) or, in the absence of such a market, the most advantageous market available to the entity at the end of the reporting period (i.e. the market that maximises the receipts from the sale of the asset after taking into account transaction costs and transport costs).

For non-financial assets, the fair value measurement also takes into account a market participant's ability to use the asset in its highest and best use or to sell it to another market participant that would use the asset in its highest and best use.

h) Interest revenue
Interest revenue is calculated by applying the effective interest rate to the gross carrying amount of a financial asset measured at amortised cost except for financial assets that subsequently become credit-impaired. For credit-impaired financial assets the effective interest rate is applied to the net carrying amount of the financial asset (after deduction of the loss allowance).

i) Fair value hierarchy
AASB 13 Fair Value Measurement requires the disclosure of fair value information by level of the fair value hierarchy, which categorises fair value measurement into one of three possible levels based on the lowest level that an input that is significant to the measurement can be categorised into as follows:

Level 1
Measurements based on quoted prices (unadjusted) in active markets for identical assets or liabilities that the entity can access at the measurement date.

Level 2
Measurements based on inputs other than quoted prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.

Level 3
Measurements based on unobservable inputs for the asset or liability.

The fair values of assets and liabilities that are not traded in an active market are determined using one or more valuation techniques. These valuation techniques maximise, to the extent possible, the use of observable market data. If all significant inputs required to measure fair value are observable, the asset or liability is included in Level 2. If one or more significant inputs are not based on observable market data, the asset or liability is included in Level 3.

Valuation techniques
The City selects a valuation technique that is appropriate in the circumstances and for which sufficient data is available to measure fair value. The availability of sufficient and relevant data primarily depends on the specific characteristics of the asset or liability being measured. The valuation techniques selected by the City are consistent with one or more of the following valuation approaches:

Market approach
Valuation techniques that use prices and other relevant information generated by market transactions for identical or similar assets or liabilities.

Income approach
Valuation techniques that convert estimated future cash flows or income and expenses into a single discounted present value.

Cost approach
Valuation techniques that reflect the current replacement cost of the service capacity of an asset.

Each valuation technique requires inputs that reflect the assumptions that buyers and sellers would use when pricing the asset or liability, including assumptions about risks. When selecting a valuation technique, the City gives priority to those techniques that maximise the use of observable inputs and minimise the use of unobservable inputs. Inputs that are developed using market data (such as publicly available information on actual transactions) and reflect the assumptions that buyers and sellers would generally use when pricing the asset or liability are considered observable, whereas inputs for which market data is not available and therefore are developed using the best information available about such assumptions are considered unobservable.

j) Impairment of assets
In accordance with Australian Accounting Standards the City's assets, other than inventories, are assessed at each reporting date to determine whether there is any indication they may be impaired.

Where such an indication exists, an impairment test is carried out on the asset by comparing the recoverable amount of the asset, being the higher of the asset's fair value less costs to sell and value in use, to the asset's carrying amount except for non-financial assets that are:
- land and buildings classified as property, plant and equipment;
- infrastructure; or
- vested improvements that the local government controls, in circumstances where there has been an impairment indication of a general decrease in asset values.

These non-financial assets are assessed in accordance with the regulatory framework detailed in Note 10.

Any excess of the asset's carrying amount over its recoverable amount is recognised immediately in profit or loss, unless the asset is carried at a revalued amount in accordance with another Standard (e.g. AASB 116 *Property, Plant and Equipment*) whereby any impairment loss of a revalued asset is treated as a revaluation decrease in accordance with that other Standard.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

24. FUNCTION AND ACTIVITY

(a) Service objectives and descriptions

City operations as disclosed in this financial report encompass the following service orientated functions and activities.

Objective	Description
Governance To provide a decision-making process for the efficient allocation of scarce resources.	Includes the activities of members of Council and the administrative support available to the Council for the provision of governance of the district. Other costs relate to the task of assisting council members and ratepayers on matters which do not concern specific local government services.
General purpose funding To collect revenue to allow for the provision of services.	Rates, general purpose government grants and interest revenue.
Law, order, public safety To provide services to help ensure a safer and environmentally conscious community.	Supervision and enforcement of various local laws relating to fire prevention, animal control and other aspects of public safety including emergency services.
Health To provide an operational framework for environmental and community health.	Inspection of food outlets and their control, provision of meat inspection services, noise control and waste disposal compliance.
Education and welfare To provide services to disadvantaged persons, the elderly, children and youth.	Maintenance of child minding centre, playgroup centre, senior citizen centre and aged care centre. Provision and maintenance of home care programs and youth services.
Community amenities To provide services required by the community.	Rubbish collection services, operation of rubbish disposal sites, litter control, construction and maintenance of urban storm water drains, protection of the environment and administration of town planning schemes, cemetery and public conveniences.
Recreation and culture To establish and effectively manage infrastructure and resources which will help the social wellbeing of the community.	Maintenance of public halls, civic centres, aquatic centre, beaches, recreation centres and various sporting facilities. Provision and maintenance of parks, gardens and playgrounds. Operation of library, museum and other cultural facilities.
Transport To provide safe, effective and efficient transport services to the community.	Construction and maintenance of roads, streets, footpaths, depots, cycle ways, parking facilities and traffic control. Cleaning of streets and maintenance of street trees, street lighting etc.
Economic services To help promote the local government and its economic wellbeing.	Tourism and area promotion including the maintenance and operation of a caravan park. Provision of rural services including weed control, vermin control and standpipes. Building Control.
Other property and services To monitor and control operating accounts.	Private works operation, plant repair and costs.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

24. FUNCTION AND ACTIVITY (Continued)

(b) Income and expenses	2025 Actual	2024 Actual
	$	$
Income excluding grants, subsidies and contributions and capital grants, subsidies and contributions		
Governance	317,523	649,999
General purpose funding	148,006,052	142,003,278
Law, order, public safety	789,171	1,316,396
Health	344,654	332,192
Education and welfare	930,869	1,200,213
Community amenities	18,191,936	19,109,325
Recreation and culture	14,122,874	12,107,166
Transport	312,488	38,423
Economic services	3,593,703	3,334,427
Other property and services	6,065,768	4,245,129
	192,675,038	184,336,548
Grants, subsidies and contributions and capital grants, subsidies and contributions		
Governance	155,394	347,385
General purpose funding	7,152,863	8,309,826
Law, order, public safety	376,816	431,112
Health	18,591	22,557
Education and welfare	6,703,212	7,015,457
Community amenities	598,926	825,763
Recreation and culture	997,034	690,680
Transport	32,046,278	23,943,053
Economic services	0	8,558
Other property and services	1,450,978	(1,120,087)
	49,500,092	40,474,304
Total income	242,175,130	224,810,852
Expenses		
Governance	(13,418,215)	(17,419,848)
General purpose funding	(600,861)	(678,716)
Law, order, public safety	(9,960,059)	(8,240,882)
Health	(3,257,579)	(3,017,129)
Education and welfare	(16,929,911)	(16,192,068)
Community amenities	(49,460,014)	(47,643,507)
Recreation and culture	(58,390,798)	(55,510,219)
Transport	(43,644,100)	(41,143,698)
Economic services	(3,109,301)	(3,232,673)
Other property and services	(6,287,433)	(7,165,205)
Total expenses	(205,058,271)	(200,243,945)
Net result for the period	37,116,859	24,566,907
(c) Assets		
Governance	34,277,915	31,907,587
General purpose funding	264,117,840	251,233,707
Law, order, public safety	476,819	811,003
Health	1,034,422	997,065
Education and welfare	1,420,607	1,177,962
Community amenities	14,148,751	17,780,493
Recreation and culture	202,338,438	184,473,781
Transport	1,074,784,444	1,064,102,302
Economic services	253,631	243,538
Other property and services	372,124,741	364,175,419
Total assets	1,964,977,608	1,916,902,857

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25. RATING INFORMATION

(a) General rates

RATE TYPE Rate description	Basis of valuation	Rate in $	Number of properties	2024/25 Actual rateable value*	2024/25 Actual rate revenue	2024/25 Actual interim rates	2024/25 Actual total revenue	2024/25 Budget rate revenue	2024/25 Budget interim rate	2024/25 Budget total revenue	2023/24 Actual total revenue
				$	$	$	$	$	$	$	$
Improved Commercial/Industrial - Gross rental valuation	Gross rental valuation	0.09231	2,849	373,731,276	34,499,134		34,499,134	34,499,134		34,499,134	32,253,359
Improved Commercial - Caravan Park	Gross rental valuation	0.08764	2	2,658,240	232,968		232,968	232,968		232,968	220,820
Improved Residential	Gross rental valuation	0.08103	34,300	818,933,210	66,358,173		66,358,173	66,358,143		66,358,143	62,024,369
Vacant	Gross rental valuation	0.09960	1,606	34,703,596	3,456,478		3,456,478	3,456,478		3,456,478	3,206,993
Rural Vacant Land	Unimproved valuation	0.00403	40	57,920,000	233,418		233,418	233,418		233,418	254,246
Rural General	Unimproved valuation	0.00269	60	60,635,000	163,108		163,108	163,108		163,108	145,545
Part Year Rating - GRV & UV	Split valuation					1,975,394	1,975,394		1,475,503	1,475,503	1,858,266
Total general rates			38,857	1,348,581,322	104,943,279	1,975,394	106,918,673	104,943,249	1,475,503	106,418,752	99,963,598
		Minimum payment $									
Minimum payment											
Improved Commercial/Industrial - Gross rental valuation	Gross rental valuation	910	180	1,453,109	163,800		163,800	163,800		163,800	151,888
Improved Commercial - Caravan Park	Gross rental valuation	910	0	0	0		0	0		0	0
Improved Residential	Gross rental valuation	1,537	14,122	232,328,442	21,705,514		21,705,514	21,705,529		21,705,529	20,779,202
Vacant	Gross rental valuation	815	1,407	8,755,543	1,146,705		1,146,705	1,146,705		1,146,705	1,198,080
Rural Vacant Land	Unimproved valuation	1,098	1	13,000	1,098		1,098	1,098		1,098	1,051
Rural General	Unimproved valuation	1,098	3	7,020	3,294		3,294	3,294		3,294	4,204
Total minimum payments			15,713	242,557,114	23,020,411	0	23,020,411	23,020,426	0	23,020,426	22,134,425
Total general rates and minimum payments			54,570	1,591,138,436	127,963,690	1,975,394	129,939,084	127,963,675	1,475,503	129,439,178	122,098,023
		Rate in $									
Specified area rates											
Port Coogee Special Maintenance	Gross rental valuation				458,163		458,163	440,750		440,750	428,709
Port Coogee Waterways	Gross rental valuation				121,218		121,218	113,263		113,263	112,625
Cockburn Coast Special Maintenance	Gross rental valuation				74,943		74,943	62,012		62,012	64,718
					654,324		654,324	616,025		616,025	606,052
Ex-gratia rates											
Ex-gratia rates	Split valuation				5,085,183	245,214	5,330,397	5,235,183	15,000	5,250,183	4,830,255
Total amount raised from rates (excluding general rates)			0	0	5,739,507	245,214	5,984,721	5,851,208	15,000	5,866,208	5,436,307
Concessions							(926,797)			(889,361)	(847,670)
Total rates							134,997,008			134,416,025	126,686,660

(a) Rates related information

Rates instalment plan charges							0			0	(3)
Rates overdue interest							94,310			100,000	86,811

*Rateable Value at time of raising of rate.

CITY OF COCKBURN
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26. DETERMINATION OF SURPLUS OR DEFICIT

	Note	2024/25 (30 June 2025 carried forward)	2024/25 Budget (30 June 2025 carried forward)	2023/24 (30 June 2024 carried forward)
		$	$	$
(a) Non-cash amounts excluded from operating activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to operating activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32.*				
Adjustments to operating activities				
Less: Profit on asset disposals		(2,109,968)	406,184	(124,912)
Less: Movement in liabilities associated with restricted cash		3,224,741	0	(3,020,114)
Less: Fair value adjustments to financial assets at fair value through profit or loss		7,103	0	(3,363)
Add: Loss on disposal of assets		0	0	1,744,029
Add: Depreciation	10(a)	51,104,142	46,190,627	49,187,641
Non-cash movements in non-current assets and liabilities:				
Pensioner deferred rates		(29,546)	0	(60,256)
Employee benefit provisions		(45,548)	0	218,372
Other provisions		6,102,374	0	(1,249,493)
Trade and other receivables		(3,282,336)	0	0
Non-cash amounts excluded from operating activities		54,970,962	46,596,811	46,691,904
(b) Non-cash amounts excluded from investing activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to investing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32.*				
Adjustments to investing activities				
Infrastructure received for substantially less than fair value	9(a)	25,755,198	0	19,188,565
Non cash capital grants, subsidies and contributions		(25,755,198)	0	(19,188,565)
Right of use assets received - non cash	11(a)	1,611,717	0	
Non-cash amounts excluded from investing activities		1,611,717	0	0
(c) Non-cash amounts excluded from financing activities				
The following non-cash revenue or expenditure has been excluded from amounts attributable to financing activities within the Statement of Financial Activity in accordance with *Financial Management Regulation 32.*				
Adjustments to financing activities				
Non cash proceeds from new leases	27(b)	(1,611,718)	0	0
Non-cash amounts excluded from financing activities		(1,611,718)	0	0
(d) Surplus or deficit after imposition of general rates				
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.				
Adjustments to net current assets				
Less: Reserve accounts	28	(232,178,797)	(184,009,148)	(215,496,544)
Less: Bonds and deposits		(2,456,724)	(4,000,000)	(2,192,268)
Add: Current liabilities not expected to be cleared at end of year				
- Current portion of borrowings	14	2,500,000	2,275,135	2,500,000
- Current portion of lease liabilities	11(b)	634,094	100,000	179,976
- Financial assets - restricted - non current		100,739,548		77,785,586
Total adjustments to net current assets		(130,761,879)	(185,634,013)	(137,223,250)
Net current assets used in the Statement of financial activity				
Total current assets		178,742,987	218,543,318	191,314,553
Less: Total current liabilities		(37,616,865)	(32,609,305)	(34,402,542)
Less: Total adjustments to net current assets		(130,761,879)	(185,634,013)	(137,223,250)
Surplus or deficit after imposition of general rates		10,364,243	300,000	19,688,761

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27. BORROWING AND LEASE LIABILITIES

(a) Borrowings

		Actual							Budget			
Purpose	Note	Principal at 1 July 2023	New loans during 2023-24	Principal repayments during 2023-24	Principal at 30 June 2024	New loans during 2024-25	Principal repayments during 2024-25	Principal at 30 June 2025	Principal at 1 July 2024	New loans during 2024-25	Principal repayments during 2024-25	Principal at 30 June 2025
		$	$	$	$	$	$	$	$	$	$	$
To assist funding the Cockburn ARC recreation facility		7,500,000	-	(2,500,000)	5,000,000		(2,500,000)	2,500,000	5,000,000	-	(2,500,000)	2,500,000
Total		7,500,000	0	(2,500,000)	5,000,000	-	(2,500,000)	2,500,000	5,000,000	0	(2,500,000)	2,500,000
Total borrowings	14	7,500,000	0	(2,500,000)	5,000,000	-	(2,500,000)	2,500,000	5,000,000	0	(2,500,000)	2,500,000

Borrowing finance cost payments

Purpose	Loan number	Institution	Interest rate	Date final payment is due	Actual for year ending 30 June 2025	Budget for year ending 30 June 2025	Actual for year ending 30 June 2024
					$	$	$
To assist funding the Cockburn ARC recreation facility	8	WATC*	2.96%	30/06/2026	(168,743)	(160,000)	(229,846)
Total					(168,743)	(160,000)	(229,846)
Total finance cost payments					(168,743)	(160,000)	(229,846)

* WA Treasury Corporation

CITY OF COCKBURN
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FOR THE YEAR ENDED 30 JUNE 2025

27. BORROWING AND LEASE LIABILITIES (Continued)

(b) Lease liabilities

		Actual							Budget			
Purpose	Note	Principal at 1 July 2023	New leases during 2023-24	Principal repayments during 2023-24	Principal at 30 June 2024	New leases during 2024-25	Principal repayments during 2024-25	Principal at 30 June 2025	Principal at 1 July 2024	New leases during 2024-25	Principal repayments during 2024-25	Principal at 30 June 2025
		$	$	$	$	$	$	$	$	$	$	$
Multifunctional devices (MFD's)		0	32,219	(24,120)	8,099	(8,099)	0	0	0	0	0	0
Shark Barrier - New Contract		506,083	(55)	(99,677)	406,351	21,284	(104,357)	323,278	100,000	0	0	100,000
Cockburn ARC Gym Lease		0	859,555	(58,769)	800,787	0	(170,941)	629,846	0	0	0	0
Dell 1 Staff Replacement Devices		0	0	0	0	1,555,353	(182,272)	1,373,081	0	0	0	0
Dell 2 Staff Replacement Devices		0	0	0	0	43,180	(2,483)	40,697	0	0	0	0
Total lease liabilities	11(b)	506,083	891,719	(182,566)	1,215,237	1,611,718	(460,053)	2,366,902	100,000	0	0	100,000

Lease finance cost payments

Purpose	Lease number	Institution	Interest rate	Date final payment is due	Actual for year ending 30 June 2025	Budget for year ending 30 June 2025	Actual for year ending 30 June 2024	Lease term
					$	$	$	
Multifunctional devices (MFD's)	E6N016202/E6N0162166	Maia Financial	1.49%	1/10/2024	0	0	(15,620)	60 months
Shark Barrier - New Contract	C100928	Eco Shark Barrier Pty Ltd	3.40%	31/03/2028	(12,941)	(312)	(241)	60 months
Cockburn ARC Gym Lease	C101002	CHG Meridian	3.40%	1/10/2028	(24,579)	0	(9,479)	60 months
Dell 1 Staff Replacement Devices	009-7891885-001	Dell Financial Services	5.00%	1/04/2029	(36,858)	0	0	48 months
Dell 2 Staff Replacement Devices	009-7891885-002	Dell Financial Services	4.90%	1/07/2029	(518)	0	0	48 months
Total finance cost payments					(74,896)	(312)	(25,340)	

CITY OF COCKBURN
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	28. RESERVE ACCOUNTS	2025 Actual opening balance	2025 Actual transfer to	2025 Actual transfer (from)	2025 Actual closing balance	2025 Budget opening balance	2025 Budget transfer to	2025 Budget transfer (from)	2025 Budget closing balance	2024 Actual opening balance	2024 Actual transfer to	2024 Actual transfer (from)	2024 Actual closing balance
		$	$	$	$	$	$	$	$	$	$	$	$
	Restricted by Council												
(a)	Staff Payments & Entitlements	-	-	-	-	-	-	-	-	1,762,036	-	-	1,762,036
(b)	Plant & Vehicle Replacement	-	-	-	-	-	-	-	-	12,489,426	3,297,903	(3,883,917)	11,903,412
(c)	Information Technology	-	-	-	-	-	-	-	-	3,147,908	1,500,000	(117,628)	4,530,280
(d)	Major Building Refurbishment	-	-	-	-	-	-	-	-	20,348,071	1,500,000	-	21,848,071
(e)	Waste & Recycling	-	-	-	-	-	-	-	-	17,965,167	7,013,363	(2,773,033)	22,205,497
(f)	Land Development and Investment Fund	-	-	-	-	-	-	-	-	4,041,642	1,584,000	(3,129,483)	2,496,159
(g)	Roads & Drainage Infrastructure	-	-	-	-	-	-	-	-	16,796,728	3,061,211	(2,555,685)	17,302,254
(h)	Naval Base Shacks	-	-	-	-	-	-	-	-	1,291,186	150,000	-	1,441,186
(i)	Community Infrastructure	-	-	-	-	-	-	-	-	39,902,481	737,758	(3,010,658)	37,629,581
(j)	Insurance	-	-	-	-	-	-	-	-	2,109,607	-	(112,512)	1,997,095
(k)	Greenhouse Action Fund	-	-	-	-	-	-	-	-	1,108,938	200,000	-	1,308,938
(l)	Aged and Disabled Asset Replacement	-	-	-	-	-	-	-	-	476,874	17,250	-	494,124
(m)	Welfare Projects Employee Entitlements	-	-	-	-	-	-	-	-	858,113	17,717	-	875,830
(n)	HWRP Post Closure Management & Contaminated Sites	-	-	-	-	-	-	-	-	4,871,959	3,932,535	(383,953)	8,420,541
(o)	Municipal Elections	-	-	-	-	-	-	-	-	301,420	150,000	(300,000)	151,420
(p)	Port Coogee Special Maintenance - SAR	-	-	-	-	-	-	-	-	2,119,576	511,548	(371,715)	2,259,409
(q)	Port Coogee Waterways - SAR	-	-	-	-	-	-	-	-	307,268	129,217		436,485
(r)	Community Surveillance	-	-	-	-	-	-	-	-	936,514	300,000	(770,087)	466,427
(s)	Waste Collection	-	-	-	-	-	-	-	-	9,920,005	532,368	(233,040)	10,219,333
(t)	Community Infrastructure (DCA 13)	-	-	-	-	-	-	-	-	924,399	940,582	(133,762)	1,731,219
(u)	Naval Base Shack Removal	-	-	-	-	-	-	-	-	881,216	81,862	(1,628)	961,450
(v)	Environmental Offset	-	-	-	-	-	-	-	-	248,759	-	-	248,759
(w)	Bibra Lake Management Plan	-	-	-	-	-	-	-	-	15,267	-	-	15,267
(x)	Restricted Grants & Contributions	-	-	-	-	-	-	-	-	7,448,743	5,827,483	(6,084,693)	7,191,533
(y)	CIHCF Building Maintenance	-	-	-	-	-	-	-	-	12,119,212	1,263,715	(208,580)	13,174,347
(z)	Cockburn ARC Building Maintenance	-	-	-	-	-	-	-	-	8,175,048	1,500,000	(417,236)	9,257,812
(aa)	Carry Forward Projects	-	-	-	-	-	-	-	-	15,701,406	8,759,609	(10,419,568)	14,041,447
(ab)	Port Coogee Marina Assets Replacement	-	-	-	-	-	-	-	-	2,298,541	300,000	(156,708)	2,441,833
(ac)	Port Coogee Waterways - WEMP	-	-	-	-	-	-	-	-	1,042,501	38,857	(66,270)	1,015,088
(ad)	Cockburn Coast SAR	-	-	-	-	-	-	-	-	124,974	70,800	(12,534)	183,240
(ae)	Coogee Beach Foreshore Management	-	-	-	-	-	-	-	-	118,334	1,062,185	-	1,180,519
(af)	Developer Contribution Plans - Various	-	-	-	-	-	-	-	-	14,652,325	2,023,829	(6,020,011)	10,656,143
(ag)	POS Cash in Lieu	-	-	-	-	-	-	-	-	5,172,673	477,139	-	5,649,812
(ah)	Open Space Infrastructure	2,957,823	8,300,000	(5,686,779)	5,571,044	2,854,162	7,300,000	(6,513,520)	3,640,642	-	-	-	-
(ai)	Plant & Equipment	11,903,412	3,488,313	(5,560,174)	9,831,551	10,000,000	3,000,500	(4,249,400)	8,751,100	-	-	-	-
(aj)	Technology	4,996,707	500,000	(394,206)	5,102,501	4,942,908	500,000	(705,000)	4,737,908	-	-	-	-
(ak)	Building Infrastructure	81,909,811	16,443,763	(17,716,245)	80,637,329	74,974,045	12,719,811	(15,802,654)	71,891,202	-	-	-	-
(al)	Commercial Landfill	30,626,038	7,195,122	(5,314,386)	32,506,774	23,980,088	3,897,332	(3,727,250)	24,150,170	-	-	-	-
(am)	Land Management	2,496,160	1,070,800	(104,448)	3,462,512	1,723,601	384,000	-	2,107,601	-	-	-	-
(an)	Roads Infrastructure	17,551,013	17,500,000	(8,339,582)	26,711,431	12,506,559	12,500,000	(13,021,396)	11,985,163	-	-	-	-
(ao)	Naval Base Shacks	1,441,186	200,000	(113,137)	1,528,049	1,441,186	200,000	(150,000)	1,491,186	-	-	-	-
(ap)	Risk	2,148,515	-	(268,344)	1,880,171	2,193,041	-	-	2,193,041	-	-	-	-
(aq)	Climate Change Mitigation	1,308,938	1,280,000	(11,330)	2,577,608	1,308,938	500,000	(257,500)	1,551,438	-	-	-	-
(ar)	Aged and Disabled Asset Replacement	865,226	7,455	-	872,681	792,477	34,406	-	826,883	-	-	-	-
(as)	Welfare Projects Employee Entitlements	504,729	7,614	(512,342)	1	-	-	-	-	-	-	-	-
(at)	Port Coogee Special Maintenance SAR	2,259,408	558,214	(396,359)	2,421,263	2,017,895	440,750	(263,075)	2,195,570	-	-	-	-
(au)	Port Coogee Waterways SAR	436,484	143,192	-	579,676	417,767	113,263	-	531,030	-	-	-	-
(av)	POS Cash in Lieu	5,649,812	438,130	-	6,087,942	9,216,639	-	-	9,216,639	-	-	-	-

CITY OF COCKBURN
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28. RESERVE ACCOUNTS (continued)

		2025 Actual opening balance	2025 Actual transfer to	2025 Actual transfer (from)	2025 Actual closing balance	2025 Budget opening balance	2025 Budget transfer to	2025 Budget transfer (from)	2025 Budget closing balance	2024 Actual opening balance	2024 Actual transfer to	2024 Actual transfer (from)	2024 Actual closing balance
		$	$	$	$	$	$	$	$	$	$	$	$
	Restricted by Council												
(aw)	Waste Management	10,219,333	3,727,679	(2,153,373)	11,793,639	280,004	2,000,000	-	2,280,004	-	-	-	-
(ax)	Naval Base Shack Removal	961,449	87,660	(17,179)	1,031,930	100,000	50,000	-	150,000	-	-	-	-
(ay)	Restricted Funding	7,191,532	3,907,909	(5,889,665)	5,209,776	1,628,092	251,490	(62,601)	1,816,981	-	-	-	-
(az)	Project Contingency	14,041,447	6,448,893	(5,536,102)	14,954,238	8,169,041	-	(549,078)	7,619,963	-	-	-	-
(ba)	Port Coogee Marina	2,441,833	505,989	(40,000)	2,907,822	2,020,071	505,989	-	2,526,060	-	-	-	-
(bb)	Port Coogee Waterways WEMP	1,015,087	40,033	(328,241)	726,879	800,000	-	-	800,000	-	-	-	-
(bc)	Cockburn Coast SAR	183,240	83,891	(95,254)	171,877	163,151	62,012	(24,066)	201,097	-	-	-	-
(bd)	Developer Contribution Plans - Various	12,387,361	4,643,486	(1,418,744)	15,612,103	23,345,470	-	-	23,345,470	-	-	-	-
		215,496,544	76,578,143	(59,895,890)	232,178,797	184,875,135	44,459,553	(45,325,540)	184,009,148	209,678,317	46,980,931	(41,162,701)	215,496,544

All reserves are supported by cash and cash equivalents and financial assets at amortised cost and are restricted within equity as Reserve accounts.

In accordance with council resolutions or adopted budget in relation to each reserve account, the purpose for which the reserves are set aside and their anticipated date of use are as follows:

	Name of reserve account	Purpose of the reserve account
	Restricted by legislation/agreement	
(a)	Staff Payments & Entitlements	This Reserve provides for payment of various staff entitlements including separation, bonus, awards and other payments made to Staff either through contractual or statutory entitlement, other than leave liabilities already provided for within the City's net asset position.
(b)	Plant & Vehicle Replacement	This Reserve provides for the orderly replacement of plant and vehicles. Annual transfers into this Reserve are based on the estimated depreciation charge for plant each year. Funds are drawn as required to meet annual plant replacement costs.
(c)	Information Technology	This Reserve is used to provide for the capital cost of upgrading/replacement of Council's computer hardware and software.
(d)	Major Building Refurbishment	This Reserve provides funding for future major refurbishment of Council buildings as they become necessary. Annual transfers are usually made to this Reserve from any end of year surplus.
(e)	Waste & Recycling	This Reserve provides funding for capital costs associated with the development and management of a waste disposal site. Transfers to this Reserve are made based on planned future capital funding requirements for waste management.
(f)	Land Development and Investment Fund	This Reserve is to accommodate and facilitate the purchase, development and disposal of land under the Council's land development strategies with the ability to loan funds on an interest payable basis to other reserve accounts of the City.
(g)	Roads & Drainage Infrastructure	The purpose of this Reserve is to provide for the renewal and refurbishment of roads and drainage infrastructure and for the provision of matching funds for Federal & State Government road grants.
(h)	Naval Base Shacks	This Reserve provides funds for the development & refurbishment of the Naval Base shacks site. It will also fund rehabilitation costs when the Park reverts back to the State Government. Annual transfers to this Reserve are fully funded by part of the lease income derived from the shacks.
(i)	Community Infrastructure	This Reserve funds the provision of community and recreation facilities within the City as the need arises. The requirement for these facilities over the next five to ten years is significant due to the rapid rate of development within the city and the associated population growth.
(j)	Insurance	This Reserve is used to minimise and smooth annual budgetary impacts from the City's performance based insurance schemes, including deductibility levels.
(k)	Greenhouse Action Fund	This Reserve will be used to purchase carbon offsets and fund projects to support energy efficiency, waste management and renewable energy installations.
(l)	Aged and Disabled Asset Replacement	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

28. RESERVE ACCOUNTS (continued)

	Name of reserve account Restricted by legislation/agreement	Purpose of the reserve account
(m)	Welfare Projects Employee Entitlements	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.
(n)	HWRP Post Closure Management & Contaminated Sites	This Reserve is required to cover any costs associated with clean-up & remediation works at contaminated sites within the district as enforced by the Contaminated Sites Act.
(o)	Municipal Elections	This Reserve provides funding to cover election expenses during election years to smooth out annual budgetary impacts.
(p)	Port Coogee Special Maintenance - SAR	This Reserve is used to manage funds raised through the specified area rate (SAR) for the Port Coogee development. These funds are required for the specialised maintenance requirements of the development.
(q)	Port Coogee Waterways - SAR	This Reserve is used to manage funds raised through the specified area rate (SAR) for the Port Coogee development on land directly adjacent to the waterways. These funds are required for the maintenance of the waterways surrounding Port Coogee marina and associated infrastructure.
(r)	Community Surveillance	This Reserve funds activities in relation to Community Surveillance.
(s)	Waste Collection	This reserve provides funding for future capital requirements related to the Waste Collection service.
(t)	Community Infrastructure (DCA 13)	This reserve is used to account for funds generated from the Community Infrastructure Development Contributions Scheme (DCP13) established under the City's Town Planning Scheme No. 3.
(u)	Naval Base Shack Removal	Established for the purposes of the future removal of leasehold dwellings at Reserve 24308, Naval Base. All funds raised are to be accounted for on a property lease by lease basis, and not on who paid the actual payment at the time of the payment. Funds raised will be reimbursed to leaseholders when dwelling is removed and the site rehabilitated to its prior state.
(v)	Environmental Offset	This Reserve is used to manage funds required to undertake environmental rehabilitation of land associated with road construction as approved by the relevant government agency.
(w)	Bibra Lake Management Plan	This Reserve is used to manage funding to implement the Bibra Lake Management Plan as adopted by Council.
(x)	Restricted Grants & Contributions	This Reserve is used to quarantine monies received for restricted purposes across financial years.
(y)	CIHCF Building Maintenance	This Reserve is used to manage funding for major building maintenance of the Cockburn Integrated Health and Community Facility (CIHCF).
(z)	Cockburn ARC Building Maintenance	This Reserve is used to manage funding for the major building maintenance of the Cockburn ARC recreation facility.
(aa)	Carry Forward Projects	This reserve is used to manage municipal funding for incomplete projects carried forward to the following financial year.
(ab)	Port Coogee Marina Assets Replacement	This Reserve provides for the replacement of marina infrastructure assets. Funding is provided from pen fees to reflect estimated depreciation costs.
(ac)	Port Coogee Waterways - WEMP	This Reserve is used to manage the funds paid by the developer of the Port Coogee marina development in accordance with the Waterways Environmental Management Plan (WEMP). The funds will be used to maintain and manage the marina waterways.
(ad)	Cockburn Coast SAR	This Reserve is used to manage funds raised through the specified area rate (SAR) providing funding to ensure that the parks and public areas (including custom street lighting) within the Cockburn Coast Development are maintained in accordance with the higher standards agreed to between the City and the Developer.
(ae)	Coogee Beach Foreshore Management	This Reserve is used for management of Coogee Beach Foreshore.
(af)	Developer Contribution Plans - Various	This Reserve is used for the management of contributions and costs with respect to Development Contribution Areas as established by and in accordance with Town Planning Scheme 3.
(ag)	POS Cash in Lieu	This Reserve is used to manage Public Open Space payments received from developers.
(ah)	Open Space Infrastructure	Provides funding for new, renewal and upgrade of the City's open space infrastructure and equipment (parks, reserves, coastal, natural areas), as determined through asset management planning and the City's integrated planning approach.
(ai)	Plant & Equipment	Provides funding for the capital management of the City's fleet of plant and vehicles, as well as major capital equipment requirements.
(aj)	Technology	Provides funding for the City's Information, Communication and Technology assets and projects.
(ak)	Building Infrastructure	Provides funding for asset renewal and upgrade requirements of the City's building assets as determined by Asset Management Plans. This Reserve will also provide funding for new community and recreation facilities, driven by the City's integrated planning approach aiming for intergenerational equity.

CITY OF COCKBURN
NOTES TO AND FORMING PART OF THE FINANCIAL REPORT
FOR THE YEAR ENDED 30 JUNE 2025

28. RESERVE ACCOUNTS (continued)

	Name of reserve account Restricted by legislation/agreement	Purpose of the reserve account
(al)	Commercial Landfill	Provides funds management for capital and other costs associated with the development, management and rehabilitation of a commercial landfill site.
(am)	Land Management	Enables the financial planning and funding of the City's land management and development strategies, including the purchase, development, leasing and disposal of land.
(an)	Roads Infrastructure	Provides funding for asset renewal and upgrade requirements of the City's roads infrastructure assets (roads, drainage, paths), as determined by the City's asset management planning. Will also provide matching funding for delivery of new roads infrastructure identified though the City's integrated planning approach.
(ao)	Naval Base Shacks	Provides funding for the development & refurbishment of the Naval Base shacks site.
(ap)	Risk	Provides funding to mitigate annual budgetary impacts from unforeseen risks and events, including the City's performance-based insurances
(aq)	Climate Change Mitigation	Provides funding for the City to mitigate the impact of climate change on its services and asset delivery, including renewable energy and carbon offset projects.
(ar)	Aged and Disabled Asset Replacement	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.
(as)	Welfare Projects Employee Entitlements	This Reserve is fully funded from the operating government grants received by the services and has no budgetary impact on Municipal funds.
(at)	Port Coogee Special Maintenance SAR	Management of funds raised through the specified area rate (SAR) for the Port Coogee development for the purpose of specialised maintenance requirements within the development.
(au)	Port Coogee Waterways SAR	Management of funds raised through the specified area rate (SAR) for the Port Coogee development on land directly adjacent to the waterways for the purpose of maintaining the waterways surrounding the marina and associated infrastructure.
(av)	POS Cash in Lieu	Quarantines and manages POS cash in lieu contributions received by the City under section 20C of the Town Planning Development Act.
(aw)	Waste Management	Provides funding for future capital requirements relating to the City's waste management services.
(ax)	Naval Base Shack Removal	Provides funding for the removal of the Naval Base shacks.
(ay)	Restricted Funding	This Reserve is used to quarantine and manage funds received for restricted purposes across financial years.
(az)	Project Contingency	Provides contingency funding for the City's project delivery program.
(bb)	Port Coogee Waterways WEMP	Manages funding received from the developer upon handover to maintain the Port Coogee marina waterways in accordance with the Waterways Environmental Management Plan (WEMP).
(bc)	Cockburn Coast SAR	Management of funds raised through the specified area rate (SAR) levied within the Cockburn Coast Development for the purpose of ensuring parks and public areas (including custom street lighting) are maintained at the higher standards adopted at handover from the Developer.
(bd)	Developer Contribution Plans - Various	Provides for the management of contributions and costs with respect to Development Contribution Areas as established by and in accordance with Town Planning Scheme 3.

City of Cockburn
Whadjuk Boodjar
9 Coleville Crescent, Spearwood WA 6163
PO Box 1215, Bibra Lake DC WA 6965
Telephone: 08 9411 3444 | Email: customer@cockburn.wa.gov.au
City of Cockburn website: www.cockburn.wa.gov.au

City of Cockburn Facebook: www.facebook.com/**CityofCockburn**
City of Cockburn Instagram: www.instagram.com/**cityofcockburn**
City of Cockburn YouTube: www.youtube.com/**CityofCockburn**
City of Cockburn LinkedIn: www.linkedin.com/company/**city-of-cockburn**

This information is available in alternative formats upon request.

16. Committee Minutes

16.1 Governance Committee Meeting – 18/11/2025

Recommendation

That Council RECEIVES the Minutes of the 18 November 2025 Governance Committee Meeting.

16.2 Audit Risk and Improvement Committee Meeting – 25/11/2025

Recommendation

That Council RECEIVES the Minutes of the 25 November 2025 Audit Risk and Improvement Committee Meeting.

17. Motions of Which Previous Notice Has Been Given

17.1 Petitions - Reintroduce Presenting of Petitions to Ordinary Council Meetings

Executive	Chief Executive Officer
Author	Service Lead Governance and Council Support
Attachments	N/A

Recommendation
That Council:

(1) REAFFIRMS its decision made at the 11 March 2025 Ordinary Meeting of Council to retain the existing process for dealing with petitions, pending the implementation of standardised meeting procedures under local government legislative reform;

(2) REQUESTS the CEO to write to the Minister for Local Government requesting an update on the introduction of the standardised meeting procedures for all local governments, as well as an indicative timeline for implementation; and

(3) COMMENCES a review of the Standing Orders Local Law, including giving local public notice, with a further report to be presented to the Governance Committee before June 2026.

Background

At the 10 November 2025 Ordinary Meeting of Council, Cr Stone submitted the following Motion to be considered at the 9 December 2025 Ordinary Meeting of Council:

Motion:

That Council:

(1) Reintroduces the presentation of petitions as an item in the Order of Business at Ordinary Council Meetings; and

(2) Requests the Chief Executive Officer to prepare an amendment to the City of Cockburn Standing Orders Local Law 2016 to:
- Include “Petitions” as a standing item in the Order of Business
- Require that each valid petition received by the City be formally presented to Council and a report addressing the petition be provided to Council within two ordinary meetings of receipt.

Reasons

Petitions are one of the most accessible and visible ways for residents to participate in local democracy. This report responds to the Notice of Motion and provides a pathway for Council to amend the City of Cockburn Standing Orders 2016 (the Standing Orders), if it chooses to do so.

Submission

N/A

Report

Many local governments have a tradition of accepting petitions, mirroring the practice of Parliament.

Prior to December 2017, the Standing Orders provided that petitions received by the City were to be listed for consideration by Council at the subsequent Ordinary Meeting of Council.

This practice was removed by an amendment to the Standing Orders, gazetted on 1 December 2017, with the reasons given being that with the advent of digital and instant communications, this avenue was no longer necessary for the community to express its views to Council.

At the Annual Electors Meeting held on 30 January 2025, the following Motion was put forward and carried by the Electors present:

Addressing Petitions to Council
Moved: Chris Johansen, Leeming
Seconded: Josephine Valentine, Coolbellup

That Council restores consideration of petitions to being part of the Order of Business at Council Meetings, whereby Elected Members are required to directly deliberate on submitted petitions and respond to the petitioner.

The present procedure, of delegating petitions to a Council officer to deal with, isolates the elector-signees from Council Members and is therefore not democratic.

CARRIED 26/0

Council considered this Electors Motion at the 11 March 2025 Ordinary Meeting of Council, with the officer report detailing that the Department of Local Government is planning on including Petitions in the standardised meeting procedures to be implemented across all local governments in Western Australia.

For this reason, the officer recommendation was that no action be taken to amend the Standing Orders until after the standardised meeting procedures are implemented. The resolution of Council at this meeting was as follows:

Officer Recommendation/Council Decision
MOVED Cr T Widenbar SECONDED Cr M Separovich

That Council:

(1) NOTES the motion from the Annual Electors Meeting; and

(2) RETAINS the existing process for dealing with petitions pending the implementation of standardised Meeting Procedures under Local Government legislative reform.

CARRIED 7/0

There has been no change in circumstances that the City feels warrants a change in approach. Further, expending funds and staff time on an amendment to the Standing Orders, which are going to be replaced with standardised meeting procedures in the foreseeable future, does not appear to be a justifiable use of ratepayer funds in the context of the City's budget repair strategy.

In the event Council did still want to proceed with amending the Standing Orders, it would be recommended to proceed with a section 3.16 review of the Standing Orders first. This is because the Standing Orders will lapse on the 7 December 2026, including any amendment made to re-insert petitions into the Order of Business.

By doing a section 3.16 review first, the City could then also consider other community feedback on the Standing Orders, and possibly make other amendments to the Standing Orders at the same time, meaning there will be greater value for money in going through the lawmaking process.

The City would aim to undertake the mandatory six-week public consultation process, as required by section 3.16 of the Act, in alignment with the consultation process on the City's proposed new local laws, with a view to bringing a report on submissions to the April Governance Committee meeting. Any amendment local law would then be prepared and brought to the August 2026 Governance Committee meeting, for approval to commence the lawmaking process. Any final amendment local law would then be brought to the first Governance Committee meeting of 2027 for final adoption.

The City is also aware that Council have been provided with little information from the Department of Local Government in respect of an implementation date for the standardised meeting procedures.

In the absence of a firm date, the City appreciates that Council may be hesitant to continue to defer updating its Standing Orders.

As a result, it is recommended that the City commence a review of its Standing Orders. If the implementation of the standardised meeting procedures is delayed beyond 2026, then the City could be left without any approach to meeting procedures if it does not review its Standing Orders Local Law.

To address this, the City further recommends that Council directs the CEO to write to the Minister for Local Government requesting an update on the introduction of the standardised meeting procedures, as well as an indicative timeline for implementation.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

There are no budget implications in respect of adopting the officer recommendation.

However, if Council were to commence either a section 3.16 review or the lawmaking process, there will be a budget implication, namely costs associated to advertise the relevant public consultation processes and to gazette any amendment local law. These costs are currently unbudgeted and would be approximately $5,000-$10,000, depending on the approach taken.

Legal Implications

As the State Government has indicated that they intend to regulate petitions via standardised meeting procedures, there is a risk they may not be supportive of any proposed amendment local law, as it may be deemed inconsistent with State legislation and/or policy. It is possible that such an amendment local law may be disallowed by the Joint Standing Committee on Delegated Legislation.

Community Consultation

There is no community consultation required in respect of the officer recommendation.

If Council however decides to commence either a section 3.16 review or the lawmaking process, the City will then, in accordance with the Act, invite submissions from the community for a period of at least 42 clear days. These submissions would be reported to Council at a future council meeting.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council, or by conducting a section 3.16 review in accordance with the timeline presented in the officer report.

There is a moderate level of risk if Council were to proceed with making an amendment local law, for the reasons already detailed under ‘Legal Implications’.

Advice to Proponent(s)/Submitters

N/A

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

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 Undertakings - Bush Fire Brigades Local Law

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (h) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

(h) such other matters as may be prescribed.

21.2 Reserve Management Orders - Amendments Required to Support Environmental Offsets

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (d) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

21.3 Roundabout Encroachment Ceding as Road - Intersection Beeliar Drive and Kemp Road, Cockburn Central

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (d) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

(d) legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.

22. Closure of Meeting