City of Cockburn

Ordinary Council Meeting

Minutes

Tuesday, 10 November 2026

These Minutes are subject to confirmation

Presiding Member's signature

_____

Date: 8 December 2026

Ordinary Council Meeting
Tuesday, 10 November 2026

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Minutes

Attendance

Elected Members

Mayor L Howlett	Presiding Member
Deputy Mayor P Corke	West Ward
Cr K Allen	West Ward
Cr H Srhoy	West Ward
Cr C Stone	Central Ward
Cr T Dewan	East Ward
Cr C Reeve-Fowkes	East Ward
Cr C Zhang	East Ward

Staff

Mr D Simms	Chief Executive Officer
Mr D Arndt	Director Sustainable Development and Safety
Ms C Bywater	Director Corporate and System Services
Ms K Johnson	Director Community and Place
Mr A Lees	Director Infrastructure Services
Ms T Hardmeier	Service Lead Governance and Council Support
Ms R Theunissen	Senior Governance Officer
Ms S D'Agnone	Council Minute Officer
Ms M Nugent	Media and Communications Advisor
Mr M Lee	Systems Support Analyst (IT Support)

1. Declaration of Meeting

The Presiding Member declared the meeting open at 7.00pm.

Acknowledgement of Country
The City of Cockburn acknowledges the Nyungar people of Beeliar Boodjar. Long ago, now and in the future they care for Country. We acknowledge a continuing connection to Land, Waters and Culture and pay our respects to the Elders, past and present.

2. Appointment of Presiding Member

N/A

3. Disclaimer

The Presiding Member read the Disclaimer:

> Members of the public, who attend Council Meetings, should not act immediately on anything they hear at the Meetings, without first seeking clarification of Council's position.
>
> Persons are advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

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

Item	Name	Type/Nature of Interest
14.1.3 Review of the Melville Cockburn Chamber of Commerce 2026/27 Memorandum of Understanding Funding Agreement	Cr Chontelle Stone	**Impartiality Interest** I was the former Interim Chief Executive Officer and former Vice President of the Melville Cockburn Chamber of Commerce, which ended in July 2026.
15.1.1 Final Adoption: Amendment to Local Planning Policy 1.15 Tourist and Alternative Accommodation (including STRA)	Mayor Logan Howlett	**Impartiality Interest** My wife and I are lease holders with Discovery Parks.
15.1.2 Policy Review: Amendment to Local Planning Policy 5.6 - Vehicle Access	Mayor Logan Howlett	**Impartiality Interest** My wife and I have a lease on a Unit located at 854 North Lake Road, Cockburn Central.

5. Apologies and Leave of Absence

Apologies
Cr P Eva
Cr T Widenbar
Mr J Blanchard, General Counsel

6. Response to Previous Public Questions Taken on Notice

Nil.

7. Written Requests for Leave of Absence

Nil.

8. Public Question Time

Jon Denaro, Hamilton Hill
Item 15.1.10 Policy Review – Arts Hall of Fame Policy

Preamble to Question 1:

I am the founding Director and Chairman of the Pickle Districts Arts Precinct in West Perth. We ran that for about six and a half years. I would like to suggest that we give an award of [that] nature to Bill Wallington, who has been running the Cockburn Community Cultural Council (CCCC) for many years.

Question 1:

Is it possible for the City to form an alliance with the CCC to create an arts precinct within the City of Cockburn?

Response 1:

Director Community and Place advised the Item that is presented before Council is a review of the Policy for consideration. The purpose is to seek clarity of what Council is seeking in the Policy, which is that every three years there will be call for nominations. If this Policy is accepted, the next nomination will be conducted within the 2028 period, and the nominations will be assessed under the proposed Policy.

Agricultural Hall, Forrest Road

Preamble to Question 2:

I have noticed that there is a lot of ‘dead space’ within the City of Cockburn. I have been speaking with the Mayor, Deputy Mayor and Arts Officers about the idea of occupying that space. I have suggested the Agricultural Hall.

Question 2:

As the CCC is searching for a place to hold their meeting, are we able to discuss or negotiate?

Response 2:

Director Community and Place advised that the land is not owned by the City of Cockburn. At this stage, there is no Item before Council regarding this land, and the City is waiting for further information from the Main Roads Western Australia (MRWA) regarding the future of that site.

9. Confirmation of Minutes

9.1 (2026/MINUTE NO 0167) Minutes of the Ordinary Council Meeting - 13/10/2026

Council Decision
MOVED Cr C Stone SECONDED Cr T Dewan

That Council confirms the Minutes of the Ordinary Council Meeting held on Tuesday, 13 October 2026 as a true and accurate record.

CARRIED 8/0

10. Deputations

The Presiding Member invited deputations from the following:

1. **Charlene Clarke, Melissa Haslam (Melville Cockburn Chamber of Commerce) and Carlos Fortuna (Parabellum)**
   14.1.3 Review of Melville Cockburn Chamber of Commerce 2026/27 – Memorandum of Understanding Funding Agreement

2. **Janice Seale and Hilary Saunders, on behalf of residents of Merrit Loop**
   14.1.1 DA26/0259 203 Acourt Road Jandakot – Catchment Dam and Extension to Limestone Hardstand (Richgro)

The Presiding Member thanked the deputees for their presentations.

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

Nil.

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

Nil.

En Bloc Resolution

7.38pm The following items were carried by En Bloc resolution:

14.1.2	15.1.1	16.1
14.2.1	15.1.2	21.1
14.2.2	15.1.3	21.2
14.2.3	15.1.4	
14.2.4	15.1.5	
14.3.1	15.1.6	
14.5.1	15.1.7	
	15.1.8	
	15.1.9	
	15.1.10	
	15.1.11	
	15.1.12	
	15.1.13	

13. Decisions Made at Electors Meeting

Nil.

14 Reports - CEO (and Delegates)

14.1 Sustainable Development and Safety

14.1.1 (2026/MINUTE NO 0168) Development Application - DA26/0259 - 203 Acourt Road Jandakot - Catchment Dam & Extension to Limestone Hardstand (Richgro)

Responsible Executive	Director Sustainable Development and Safety
Author(s)	Service Lead Statutory Planning
Attachments	1. Application Package ⇩ 2. DWER License ⇩ 3. Schedule of Submissions ⇩ 4. Previous Approval Letters since 2012 ⇩

Council Decision
MOVED Cr C Zhang SECONDED Cr T Dewan
That Council:

(1) APPROVES the application for development approval subject to the following conditions and footnotes:

Conditions

1. Development shall be carried out in accordance with the terms of the application as approved herein and any approved plan (including any amendments marked in red).
2. All stormwater being contained and disposed of on-site to the satisfaction of the City.
3. No building or construction activities shall be carried out before 7.00am or after 7.00pm, Monday to Saturday, and not at all on Sunday or Public Holidays.
4. Prior to the commencement of works, a dust management plan (including the details of any dust barriers) shall be submitted and approved by the City. The plan shall thereafter be implemented in perpetuity.
5. Prior to the commencement of works, a storage management plan shall be submitted and approved by the City. The plan shall thereafter be implemented in perpetuity. The plan shall detail the volume, height and duration of any stored materials on the hardstand areas hereby approved.
6. The operational capacity maximums (throughputs) conditioned under DA17/0181 remain in effect.
7. Prior to the commencement of works, an updated odour management plan that incorporates the development hereby approved shall be submitted to and approved by the City. The plan shall thereafter be implemented in perpetuity to the satisfaction of the City.
8. If an odour detected at an adjacent premises is deemed to be offensive by the City, then any process, equipment and/or activities that are causing the odour

shall be stopped until the process, equipment and or activity has been altered to prevent odours to the satisfaction of the City.

9. All conditions imposed under the previous development approvals for the site remain in effect and apply to this determination.
10. Prior to the commencement of work, an updated mosquito management plan shall be submitted and approved by the City. The plan shall thereafter be implemented in perpetuity to the satisfaction of the City.

Footnotes

a) This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3 or with the requirements of any external agency.

b) All stormwater drainage shall be designed in accordance with the document entitled "Australian Rainfall and Runoff" 1987 (where amended) produced by the Institute of Engineers, Australia, and the design is to be certified by a suitably qualified practicing Engineer or the like, to the satisfaction of the City, and ideally designed on the basis of a 1:100 year storm event. This is to be provided with the associated Building Permit Application.

c) All earthworks and/or associated drainage details shall be in accordance AS3500 with plans and specifications certified by a suitably qualified practicing Engineer to the satisfaction of the City.

d) Please be advised that the development must comply with the requirements of the Building Codes of Australia; and

(2) ADVISES the proponent and all those who made a submission on Council's decision

CARRIED 5/3

For: Mayor L Howlett, Deputy Mayor P Corke, Cr C Stone, Cr K Allen, Cr H Srhoy
Against: Cr T Dewan, Cr C Reeve-Fowkes and Cr C Zhang.

Background

The City is in receipt of a development application (DA) from Richgro (proponent) for the construction of a catchment dam (leachate pond #5) and an extension to a limestone hardstand area at 203 Acourt Road, Jandakot (subject site).

The subject site is located on the southern side of Acourt Road, Jandakot and is 41.5 hectares in area. The site contains a number of existing buildings (including warehouses, offices, storage and other buildings and structures) and outdoor hardstand areas, which are used for an existing composting and soil blending business.

The first development approved on site was in 1986 for a 'soil mixing facility' which consisted of several sheds for the mixing and storing of soils, staff amenities and site control.

Since then, the site has undergone a number of extensions and modifications, with a list of development applications shown in the table below:

Date	Proposal	Outcome
May 1986	Limestone entrance road and construction of two sheds for mixing and storing soil	Approved
July 1986	Storage and mixing sheds, amenities and site control building	Approved
October 1986	Amendment for revised site access road and site control building	Approved
February 1987	Addition of silo to existing shed	Approved
April 1987	Manure storage shed	Approved
April 1989	Steel frame, steel pad addition and associated buildings	Approved
October 1991	Sand excavation/extraction	Approved
November 1996	Three additional sheds for manure storage and soil blending	Approved
November 1998	Additional storage sheds associated with prior approval	Approved
November 1998	Storage sheds, hardstand area and detention basins	Approved
June 2002	Storage pond	Approved
November 2002	Warehouse sheds, office and hardstand area associated with soil blending operations	Approved
April 2009	Enclosed composting structure	Approved
November 2012	Licensed composting facility	Approved
December 2017	Expansion comprising three new industrial buildings (approximately 4,860 m²)	Refused
December 2017	Proposed water catchment dam	Refused
December 2017	Existing water catchment dam (retrospective approval)	Approved
December 2017	Existing office and amenities building (retrospective approval)	Approved
December 2017	Existing composting and AD plant works, orchard use and modified operating hours (retrospective approval)	Approved
July 2019	Retrospective laboratory associated with soil blending and composting facility	Approved
December 2023	Undercover structure	Approved

Whilst the proposal has an estimated development value of approximately $350,000 and would ordinarily be capable of determination under delegated authority, it is considered appropriate that the application be determined by Council due to both the level of community interest associated with the site and the strategic planning implications arising from the proposal.

The subject land contains a long-established industrial composting, soil blending and anaerobic digestion operation that is recognised as a non-conforming use.

The site has historically generated significant community interest and has been the subject of numerous planning applications; compliance matters and Council decisions over an extended period.
In addition, although the proposal does not seek approval for a new land use, it represents a substantial investment in the ongoing operation of the facility.

The proposed expansion of the limestone hardstand area, construction of an additional leachate pond and extension of operational storage areas will increase the land area utilised for operational purposes and support the continued long-term operation of the use on the site. The proposal therefore extends beyond routine operational works and raises a broader strategic consideration as to the extent to which the City supports continued investment in, and expansion of, a non-conforming use.

Given the significance of the proposed capital investment, the expansion of operational infrastructure, the implications for the future longevity of the use and the considerable community interest associated with the site, it is considered appropriate that the application be determined by Council rather than under delegated authority.

Submission

N/A

Report

Proposal

The application seeks development approval for modifications to the existing licensed industrial composting and soil blending facility at 203 Acourt Road, Jandakot.

The proposal comprises three components: the extension of the existing limestone hardstand area used for the receival and management of green waste and untreated timber products; the construction of an additional lined leachate/catchment pond (Pond No. 5); and the change of use of an existing hardstand area, formerly associated with blueberry growing operations, for operational storage purposes.

The proposed limestone hardstand extension will increase the receival and processing area from approximately 7,958m² to approximately 18,758m².

According to the applicant, the additional area is intended to improve traffic circulation, operational efficiency and safety within the green waste receival area, as well as provide additional separation between stockpiles and greater manoeuvring space for equipment and emergency vehicles. Additional fire hydrants are also proposed within the expanded hardstand area.

The proposal also includes the construction of an additional fully lined leachate pond (Pond No. 5) in the north-western portion of the site. The pond will be interconnected with the site's existing leachate pond network and is intended to increase on-site water storage capacity by approximately 17,000m³.

The pond is proposed to occupy an area of approximately 0.9 hectares, with dimensions of approximately 150m by 60m, a maximum depth of approximately 5m and lining consistent with the site's existing leachate ponds. The stored water will be used for operational purposes, including dust suppression, composting processes and the anaerobic digestion facility.

The third component of the proposal involves the use of an existing hardstand area, previously utilised for blueberry growing tunnels, for the storage of operational equipment and mobile plant, and where required, the temporary storage of untreated timber products and green waste feedstock. No new structures are proposed within this area.

The proposal does not seek approval for any new land use and represents an expansion and modification of infrastructure associated with the ongoing operation of the existing licensed composting, soil blending and anaerobic digestion facility.

Planning Framework

An Industry –General (Licensed) land use is defined as follows under the City's TPS 3:

> *"means an industry which is a category of prescribed premises set out in Schedule 1 of the Environmental Protection Regulations, notwithstanding the production or design capacity for each category of prescribed premises specified in the Schedule, but where a prescribed premises is also included in Schedule 2 of the Health Act, the Health Act prevails, for the purposes of the Scheme."*

The site is zoned 'Rural – Water Protection' under the Metropolitan Region Scheme (MRS), and 'Resource' under the City's Town Planning Scheme No. 3 (TPS 3). The objective of the Resource zone is as follows:

> *"to provide for the protection of the Perth Metropolitan underground water resource in accordance with the requirements of State Planning Policy No. 6 published by the Western Australian Planning Commission on 12 June 1998."*

State Planning Policy 6 has since been replaced by the current *State Planning Policy 2.9 – Water (SPP 2.9).*

SPP2.9 identifies the site as a Protection Area P2 (ground drinking water). SPP 2.9 refers to Water quality protection note no. 25 - Land use compatibility tables for public drinking water source areas for guidance. As such planners are required to consider both SPP 2.3 and WQPN25 to guide land use planning considerations in the subject locality.

WQPN25 classifies ‘composting/soil blending – commercial’ as an ‘incompatible’ land use or activity within P2 areas. As such the existing business Richgro would, under current day consideration, not be permitted. This is because clause 4.10.11 of the scheme stipulates that:

> *Uses that are identified as 'incompatible' or which are not listed in Water Quality Protection Note No. 25: Land use compatibility tables for public drinking water source areas are 'X' uses in the Resource Zone.*

Notwithstanding the above, as indicated in the background section of this report, the initial approval was granted in 1986 for ‘soil mixing facility’. This was later amended on 29 March 1989 under item 712 (84/0612) to include additions. As such, the land use holds non-conforming land use rights in accordance with Clause 3.8 of TPS 3 (Non-Conforming Uses).

With the above in mind, any extension or alteration of a non-conforming land use is required to be assessed based on Clause 3.9.1 of TPS 3 (Extensions and changes to a non-conforming use), as follows:

> *“A person must not –*
> *a) Alter or extend a non-conforming use,*
> *b) Erect, alter or extend a building used in conjunction with or in furtherance of a non-conforming use,*
> *c) Change the use of land from a non-conforming use to another non conforming use, without first having applied for and obtained planning approval under the Scheme.”*

Therefore, the applicant can lodge a development approval for the alteration/extensions to a non-conforming use.

Non-Conforming Uses

The subject site contains a long-established composting, soil blending and anaerobic digestion operation which is a lawful non-conforming use under the City's current Local Planning Scheme.

A non-conforming use arises where a use was lawfully established under a previous planning framework but would not be permitted if proposed as a new use under the current zoning and planning controls.

The Western Australian planning system generally recognises and protects such uses to avoid unreasonable prejudice to landowners who have lawfully established operations and made substantial investments in reliance upon previous planning approvals.

Accordingly, the planning framework does not require non-conforming uses to cease simply because planning controls have changed. Rather, it provides a mechanism through which such uses may continue and, in appropriate circumstances, be altered or extended subject to development approval. The rationale is to balance the rights and expectations of landowners with broader strategic planning objectives and the need to protect the amenity of surrounding land uses.

When considering development associated with a non-conforming use, the decision-maker is not determining whether the existing use should continue, as that right has already been established. Instead, the key question is whether the proposed development or expansion is appropriate having regard to the planning framework, the scale and nature of the proposed works, the effect on surrounding land uses and the long-term planning outcomes sought for the locality.

This necessarily involves consideration of whether the proposal would intensify the non-conforming use, increase off-site impacts, or otherwise entrench the use beyond what may reasonably be contemplated. Conversely, regard may also be had to whether the proposal improves environmental outcomes, operational efficiency, safety or amenity management.

The State Administrative Tribunal has consistently recognised that non-conforming uses occupy a legitimate place within the planning system and should not automatically be prevented from evolving or improving simply because they are non-conforming.

In *DIGIOVANNI and City of Bayswater [2012] WASAT 93*, the Tribunal recognised that the planning framework expressly contemplates applications involving non-conforming uses and requires a merits-based assessment of the proposal rather than an assumption that expansion should be refused solely because the use is non-conforming.

The Tribunal has also recognised more generally that the protection afforded to lawful non-conforming uses reflects the substantial private investment often associated with such uses and the principle that planning schemes should not retrospectively extinguish established development rights without due process.

Recent Tribunal decisions continue to acknowledge that ongoing investment and operational changes may be consistent with the planning framework where the merits support approval and unacceptable planning impacts are not demonstrated.

In the present case, the proposal involves a capital investment of approximately $350,000, including the expansion of hardstand areas, an additional leachate pond and associated operational infrastructure.

While the application does not seek approval for a new land use, it nevertheless represents a significant investment in the ongoing operation of the facility, and an expansion of the area used for operational purposes. The proposal therefore raises a broader strategic consideration as to the extent to which Council supports further investment in, and expansion of, the established non-conforming use.

The existence of a non-conforming use is therefore neither a reason, of itself, to support nor refuse the proposal. Rather, it is a relevant planning consideration requiring Council to weigh the extent of the proposed expansion, its impacts, the ongoing investment in the operation, the planning objectives for the locality and the rights associated with the lawful continuation of the existing use. The application has been assessed on this basis throughout this report.

Assessment

Location of Development

The proposal includes the extension of an existing limestone hardstand area, the construction of an additional lined leachate pond (Pond No. 5) and the utilisation of an existing hardstand area for operational storage purposes.

The proposed works are located within the established operational area of the site and do not involve development in proximity to adjoining private properties. The nearest sensitive land uses are separated from the works by substantial distances, intervening vegetation and existing operational infrastructure.

The proposed leachate pond is located internally within the site and adjacent to the existing network of lined leachate ponds, allowing integration with the established leachate management system.

The pond has been positioned to utilise an area already associated with the site's operational activities and will not alter the external presentation of the development when viewed from surrounding roads. Similarly, the limestone hardstand extension is located adjacent to the existing receival area and represents a logical expansion of the current operational layout.

The proposal has been designed to improve the efficiency and safety of site operations by providing additional space for vehicle movements, stockpile separation and feedstock handling activities. The siting of the hardstand extension and associated pond infrastructure consolidates operational activities within the existing industrial footprint rather than dispersing activities across the broader site.

Given the location of the development within an established industrial operation, the separation from surrounding land uses and its integration with existing site infrastructure, the siting of the proposed works is considered appropriate and unlikely to result in any additional visual or land use impacts beyond those already associated with the approved operation of the site.

The south-eastern boundary is a reserve site, and the southern boundary is noted to be Jandakot Airport.

DWER Approvals

It is noted that the DWER Richgro Licence was renewed by the Department of Water and Environmental Regulation (DWER) on 22 October 2025 and is valid until 22 October 2045. As part of that licence renewal, DWER assessed and authorised prescribed premises capacities of up to 100,000 tonnes per annum for both the solid waste facility and compost manufacturing/soil blending operations, together with 25,000 tonnes per annum for liquid waste processing.

The DWER licensing process is undertaken pursuant to the environmental regulatory framework established under the *Environmental Protection Act 1986* and focuses on the environmental acceptability of the operation, including matters such as odour, noise, emissions, leachate management, groundwater protection and operational controls. The licence contains an extensive range of environmental management and monitoring requirements intended to regulate the operation of the facility.

However, the existence of a DWER licence does not remove the City's responsibility to consider the planning merits of the proposal or the appropriateness of the scale and intensity of the use from a land use planning perspective. The planning and environmental approval systems operate independently and address different statutory considerations.

In this regard, officers do not consider that the throughput capacities authorised under the current DWER licence should necessarily be taken as establishing an appropriate planning benchmark for the operation of the site. The City's historical planning approvals have generally contemplated lower operational capacities and have assessed the use having regard to the planning impacts on surrounding land uses, including matters of amenity, traffic and the broader strategic planning context.

A determination of the current application provides Council with an opportunity to establish contemporary planning conditions that clearly define the scale and operation of the use which is considered acceptable from a planning perspective. This includes the ability to impose planning conditions that cap throughput and operational activities at levels considered appropriate having regard to the site's planning history, surrounding land uses and community expectations.

Conversely, refusal of the application would not alter the capacity limits currently authorised under the DWER licence. While the proposed development would not proceed, the City would lose the opportunity presented by the current application to update planning controls and establish a contemporary planning framework, including enforceable conditions regarding operational throughput, management plans and amenity protections.

Accordingly, should Council be minded to approve the application, officers consider there is merit in imposing conditions that provide clear planning controls over operational capacity and management requirements, ensuring that future operations remain consistent with the intent of the City's planning approvals notwithstanding the broader capacities authorised under the environmental licensing framework.

Conditions

A further matter for Council's consideration is that the determination of the current application presents an opportunity to apply contemporary planning conditions and management requirements to the operation, many of which are not comprehensively addressed through the site's older planning approvals.
The facility has evolved over several decades through numerous approvals granted under different planning frameworks and regulatory expectations.

While a number of historical development approvals remain operative, some management requirements and conditions no longer reflect current best practice in relation to odour management, dust suppression, noise management, traffic movements, fire management, complaints handling, environmental monitoring and community interface matters.

As part of the assessment of this application, the applicant has submitted a suite of updated management plans which can be incorporated into any approval and given statutory effect through appropriately drafted conditions.

Should Council support the application, conditions can be imposed requiring ongoing compliance with approved management plans and updated operational standards. This provides the City with a clearer and more contemporary compliance framework through which amenity impacts can be monitored, investigated and, where necessary, enforced. It also provides an opportunity to consolidate and reaffirm key requirements relating to throughput limits, dust, noise, odour, fire management, complaint response procedures and environmental management measures.

Importantly, compliance action is generally most effective where there are clear and measurable development approval conditions against which performance can be assessed. The granting of a new approval enables Council to establish contemporary requirements that reflect the current operation of the site and current community expectations, whilst providing greater clarity regarding the obligations of the operator.

Conversely, refusal of the application would largely maintain the status quo. The existing lawful operation would continue to benefit from its established approvals and non-conforming use rights; however the City would have limited opportunity to update planning controls, impose additional management requirements or provide contemporary statutory weight to the management plans submitted as part of the current application.

While compliance action would remain available where breaches of existing approvals are identified, refusal would not in itself result in any additional controls, environmental safeguards or amenity protections beyond those that presently apply.

Accordingly, Council's decision is not solely whether the proposed works should proceed, but also whether the expansion should be accompanied by a modernised suite of planning conditions that provide greater certainty around operational management, ongoing monitoring and the resolution of amenity concerns raised by the surrounding community.

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 Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Plan for growth and sustainable development.

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.
Strengthen engagement, communication and enhance customer experience.

Budget/Financial Implications

Should the applicant lodge a review of the decision with the State Administration Tribunal, there may be costs involved in defending the decision, particularly if legal Counsel is engaged.

Legal Implications

Should the applicant lodge a review of the decision with the State Administration Tribunal, the City may require legal Counsel in regards to the matter.

Community Consultation

The City advertised the proposal to the adjoining neighbours along Merrit Loop, as indicated in the below map:

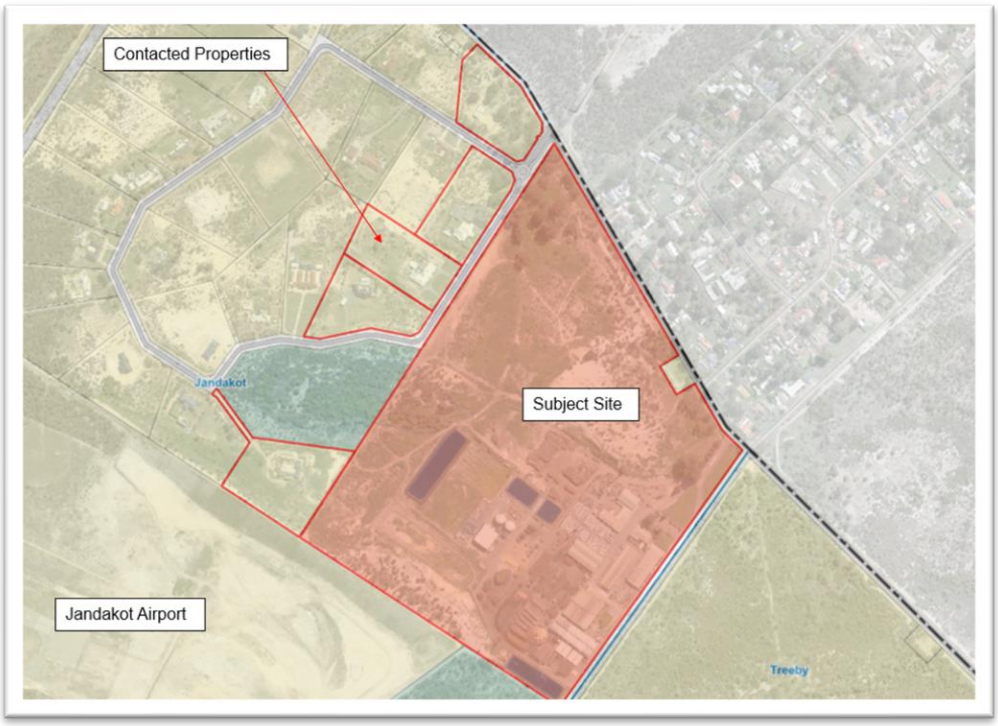


Figure One – Contacted Properties on Merrit Loop

Additionally, the City contacted residents within the City of Canning along Acourt Road (Canning Vale). The stretch of properties who were contacted is outlined in the below map:



Figure Two – Contacted Properties in the City of Canning

Two individual objections were received during the advertising period as well as a joint submission signed by the owners and occupiers of 24 properties along Merrit Loop. These can be found in attachment 2 together with officer responses.

The objections received primarily relate to concerns regarding the potential expansion and ongoing operation of the facility and the resulting impacts on surrounding residential properties. The key issues raised can be summarised as follows:

- Odour impacts, including concerns that existing odour issues have not been adequately resolved and that the proposed additional catchment pond and expanded operational areas may increase off-site odour emissions
- Bioaerosol and public health concerns, including the potential generation and dispersal of aerosols associated with composting activities, anaerobic digestate and leachate storage
- Mosquito management, with concerns that the proposed additional pond may create conditions conducive to mosquito breeding if not appropriately managed
- Dust and noise impacts, particularly from expanded hardstand areas, stockpile management, vehicle movements and ongoing operational activities
- Expansion of the industrial footprint, with submitters expressing concern that the proposal represents a continued intensification and physical expansion of industrial activities across the site
- Visual amenity impacts, including concerns regarding the appearance of additional infrastructure, stockpiles and operational areas, together with requests for increased landscaping, screening and controls on stockpile heights
- Groundwater and stormwater management, including concerns relating to liner integrity, pond failure, spill management, extreme rainfall events, long-term monitoring and protection of groundwater resources
- Traffic impacts, including concerns regarding increased heavy vehicle movements, road safety, noise and dust from truck traffic, and the condition of Acourt Road and surrounding road infrastructure
- Strategic planning concerns, with submitters questioning the need for additional operational areas and infrastructure and expressing concern that ongoing approvals may facilitate the continued expansion of a long-standing non-conforming use.

Overall, submitters sought assurance that the proposal would not result in increased amenity, environmental or health impacts on surrounding residents and requested that the application be refused unless those concerns could be satisfactorily addressed.

Risk Management Implications

The proposed development involves the expansion of infrastructure associated with an existing lawful non-conforming use. As such, Council's determination of the application carries both planning and governance risks whether the recommendation is supported or not supported.

Should Council resolve to approve the application, there is a risk that the decision may be perceived by sections of the community as supporting the continued expansion and longevity of a non-conforming use that has historically been the subject of community concern.

There is also a risk that approval may be viewed as establishing a precedent for future expansion proposals associated with the site. However, this risk is moderated by the fact that each development application must be assessed on its own merits, and the approval of this application does not create an automatic entitlement for future expansion proposals.

Conversely, approval provides an opportunity for the City to implement a contemporary planning framework for the operation through updated conditions of approval, management plans and operational controls.

This enables greater certainty regarding expectations for the operation of the site and provides clearer mechanisms for compliance monitoring and enforcement of planning requirements. Approval also allows Council to establish contemporary throughput limits and operational controls that may differ from capacities authorised under other regulatory regimes.

Should Council resolve to refuse the application, there is a risk that the City may be exposed to review proceedings before the State Administrative Tribunal. Given the lawful non-conforming status of the use and the long planning history of the site, any refusal would need to be supported by sound planning grounds capable of withstanding independent review.

Refusal would also result in the loss of the opportunity to update planning conditions, require revised management plans and establish contemporary planning controls over the operation, with the existing approvals and operational framework largely remaining unchanged.

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 10 November 2026 Ordinary Council Meeting.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

PLANNING DRAWINGS
PROPOSED ADDITIONAL CATCHMENT POND TO LOT 186, No. 203 ACOURT ROAD, JANDAKOT

-

DWG No **CONTENTS:**

1 INDEX SHEET
2 SITE PLAN
3 CATCHMENT POND PLAN

REV No.	DATE	DRAWN	PAGE No's	CHANGES / REVISIONS
A	10/03/26	TJ	ALL	REVISIONS AS PER CLIENT EMAIL RE PLANNING COMMENTS 10-3-26
B	13/03/26	TJ	2	REVISIONS AS PER CLIENT EMAIL RE PLANNING REV A COMMENTS 12-03-26

DOMESTIC DRAFTING SERVICE
A BUILDING DESIGN COMPANY

PROJECT No. 3103
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office@domesticdraftingservice.com
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25a Dorothy Street,
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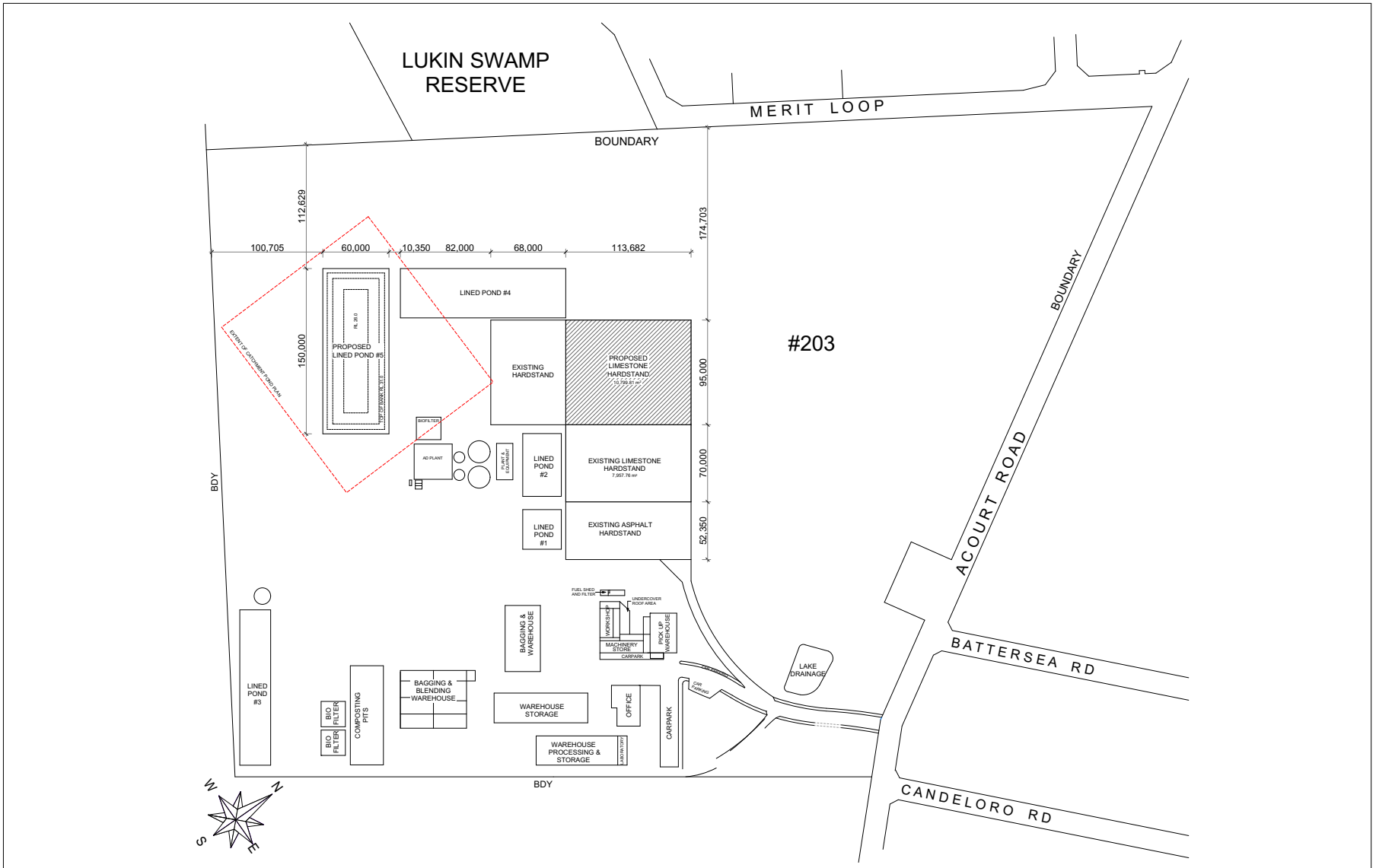
DATE: 23/02/26
SCALE: NOT TO SCALE
DRAWN: TJ
REVISION: B
DRAWING No. 1:3

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- CONTRACTORS MUST VERIFY ALL DIMENSIONS ON THE SITE PRIOR TO THE COMMENCEMENT OF ANY WORK OR THE PRODUCTION OF ANY SHOP DRAWINGS WHICH MUST BE SUBMITTED AND APPROVED BEFORE MANUFACTURE

JOB: PROPOSED CATCHMENT POND
LOT 186, No. 203 ACOURT ROAD
JANDAKOT

SHEET: INDEX SHEET

Document Set ID: 12666878
Version: 1, Version Date: 02/03/2026



SITE PLAN
SCALE 1:1500

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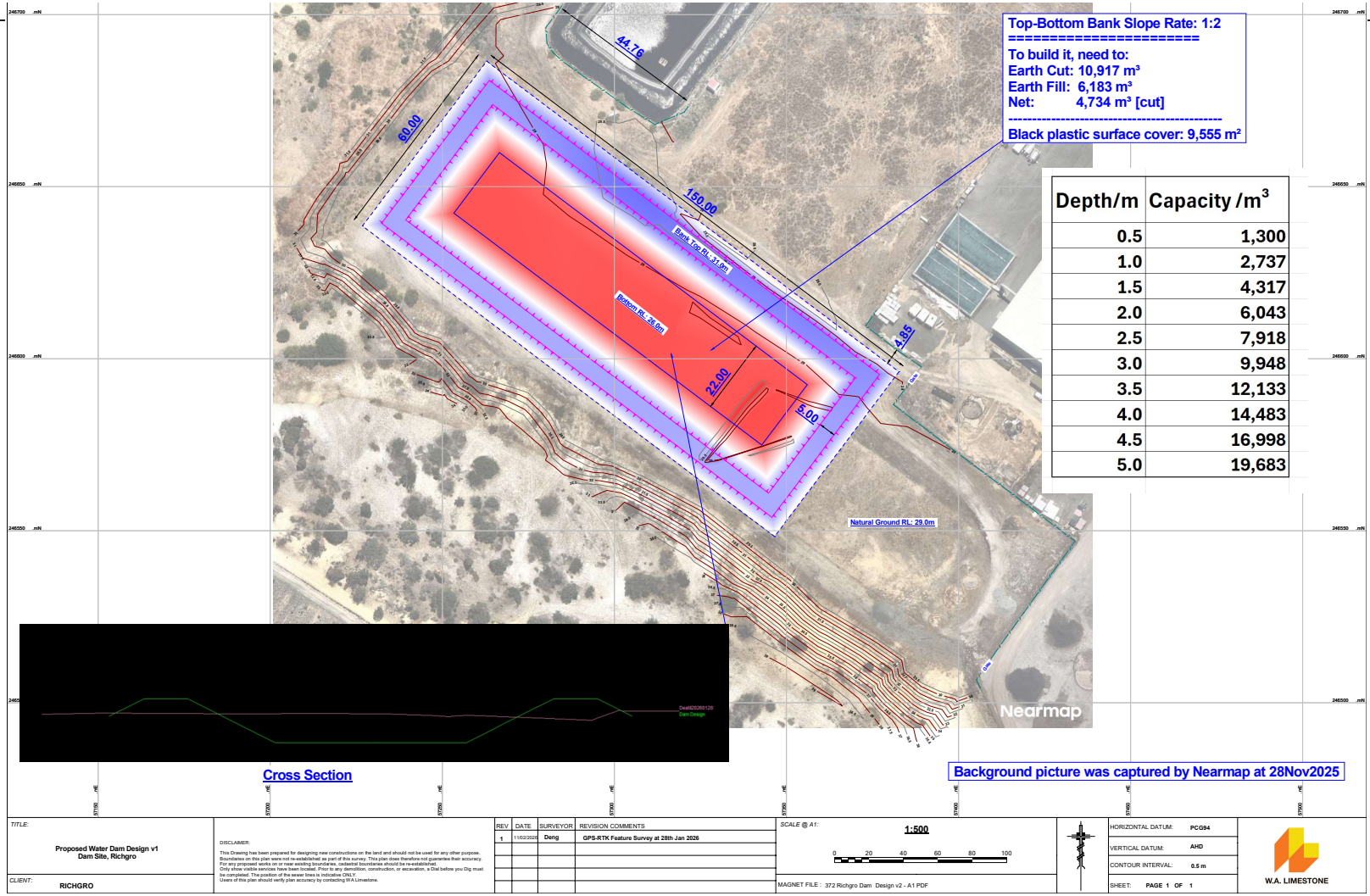
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DRAWN: TJ
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JOB: PROPOSED CATCHMENT POND LOT 186, No. 203 ACOURT ROAD JANDAKOT
SHEET: SITE PLAN

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Version: 1, Version Date: 02/03/2026



CATCHMENT POND PLAN
SCALE 1:500

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NOTES:
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JOB:
PROPOSED CATCHMENT POND
LOT 186, No. 203 ACOUR 1:500
JANDAKOT

SHEET:
CATCHMENT POND PLAN

Document Set ID: 12666678
Version: 1, Version Date: 00/03/2026

203 Acourt Road Jandakot
PO Box 1406 Canning Vale WA 6970
Richgro Ref: DA-Richgro Extend Limestone Hardstand_Dam#5

Via Online Application
9TH March 2026

Planning Department
City of Cockburn.
9 Coleville Crescent,
SPEARWOOD WA 6163

Preliminaries

Richgro, currently operate under the prescribed premises licence L7308/1998/14 issued by the Department of Water and Environmental Regulations.

It is proposed that the current prescribed premises at 203 Acourt Road, Jandakot is developed to enable clearer access around the receival area for green waste and other feedstock. And also enable the increased capacity for onsite water retention.

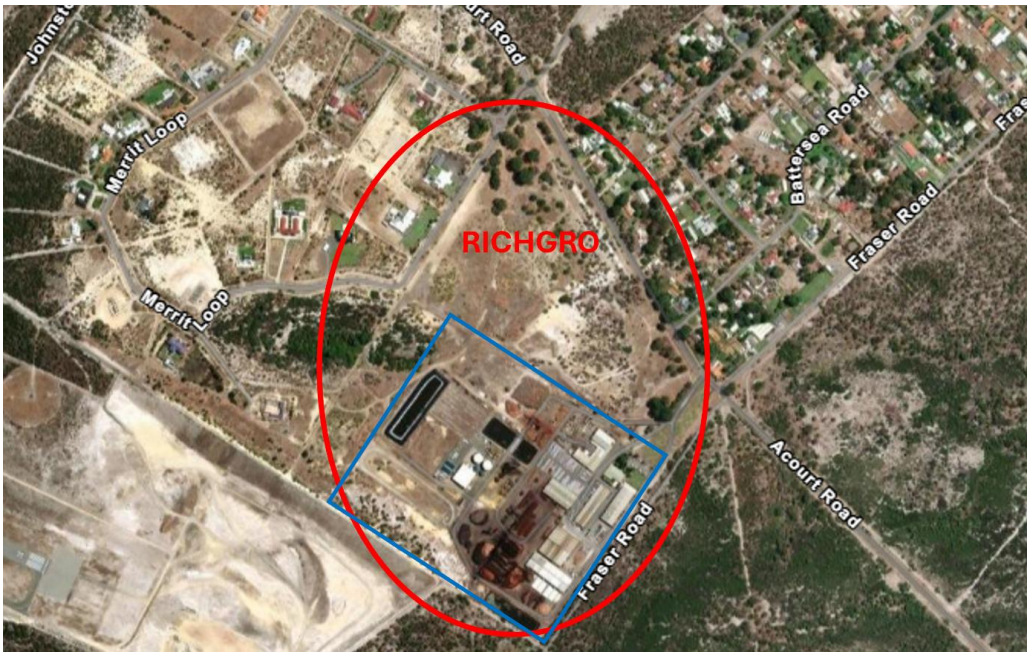


Figure 1 - Richgro Composting Facility Property & Operation Area

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Version: 1, Version Date: 09/03/2026

Proposal

Richgro proposes three alteration to the current site operational area.

1. Extension of the current limestone hardstand area whereby green waste and other untreated timber products are received. The current limestone area for receivals is approximately 2 acres (7957m^3). The extension shall create an overall limestone hardstand receipt area of approximately 4.5 acres (18,757m^3).
2. The construction of a fully lined leachate pond, that will be interconnected to the current leachate pond system. The pond shall have the capacity to retain approximately 17,000m^3 litres of treated water when at full capacity.
3. The change of use for the existing hardstand area that was previously utilised as the blueberry igloo growing tunnels. The blueberry growing activities have been dismantled and the area is now clear. The proposal is to use this hardstand area now for storage of equipment and if necessary temporary storage of untreated timber products or green waste feedstock.

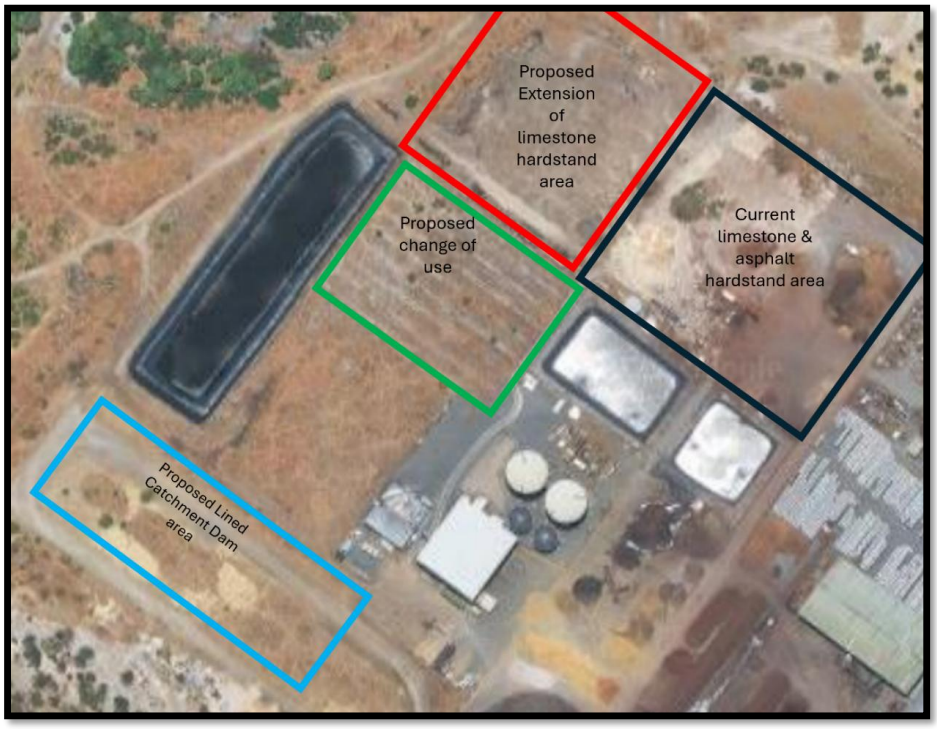


Figure 2 - Richgro Proposed Development Area

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1 Limestone Hardstand Extension

The current receival area for green waste and untreated timber products requires an extension to ensure the safety of our plant operators and drivers.

With the expansion of our Richgro Composting operations to our new facility in North Bannister, Richgro Management have realised there is a need to enlarge the receival area at Jandakot to ensure that traffic management and product receival and pickup is undertaken in a more safe and efficient manner.

The receival area at Jandakot is an active operational area, whereby our operators utilise various mobile plant to crush or break up larger feedstock (tree trunks) or load feedstock into our grinding equipment via front end loader, or load ground feedstock into transportation vehicles.

Currently Richgro receive drivers at the receival area who deliver feedstock or pickup processed (ground) green waste for our operation at North Bannister.

The active processes in this area have at times, become congested and the need to expand the footprint of the receival area is to ensure a smoother traffic flow and an appropriate separation distance between feedstock piles is maintained. This extension will greatly improve efficiencies and safety.

With the proposed extension of the limestone hardstand, Richgro seek to install additional upright fire hydrants within the area. As a business we are very aware of the changes in seasonal patterns with extended high temperatures over numerous days being experienced. The extension of the limestone hardstand and installation of additional fire hydrants will ensure that emergency services, should they be required to visit our site, have the appropriate space to manoeuvre the area and access to additional equipment to extinguish any unfortunate fires.

Current Process on Existing Limestone Area

Our limestone hardstand area is for the receipt of green waste and other untreated timber products. This feedstock is then fed into various equipment, depending on the size of the feedstock, and then ground to a specific feedstock size via the electric grinding equipment. Once ground the feedstock is temporarily stored on the asphalt hardstand area prior to being loaded into trucks to go to our Bannister site or moved by front end loader to our indoor or outdoor composting asphalt hardstand area at the Jandakot site.

The current receival area is located in the northern area of our prescribed premises licence and has a natural buffer of a sand mound that is approximately 3 metre high. Figure 3 – Extract from DWER Licence (L7308/1998/14) outlines the current limestone area in green.

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RICHGRO
SINCE 1916



Figure 2: Premises layout

L7308/1998/14

IR-T06 Licence template (v10.0) (May 2024)

Figure 3 - Premises Layout as per DWER Prescribed Premises Licence (L7308/1998/14)

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2 Additional Leachate Pond (Catchment Dam)

Richgro's production processing area is established on an established asphalt hardstand area of approximately 6.9ha. Construction of the hardstand processing area has been designed so that excess water (including rainwater) flows to catchment sumps and existing leachate ponds (Pond 1, Pond 2 & Pond 3). These leachate ponds are then connected to a larger pond #4 via a filtration system.

The interconnectivity between the ponds enables a balanced approach to leachate management.

The installation of an additional leachate pond shall ensure that Richgro maintain an adequate supply of filtrated leachate water for use on site.

The use of filtrated water ensures that our production composting areas and green waste feedstock areas are sprayed regularly during summer seasons to ensure reduction in heat and dust suppression. Along with the use of filtrated water into the Anaerobic Digestate facility.

The additional Pond (#5) is proposed to increase the water containment on the site. This catchment pond will be directly interconnected with Pond #4.

Richgro are an approved 'non-conforming use' industrial general site for composting and soil blending and Anaerobic Digestate operations. Richgro uses water in production phases and as a dust suppression on various machinery. Richgro endeavour to reduce the use of bore water by the construction of an additional catchment pond within its current pond network.

Pond Construction

The Water Catchment Pond (#5) shall be constructed on an area of 0.9ha and will have a geomembrane lining to retain water within the constructed bunded wall.

The High Density Polyethylene (HDPE) Liners have excellent longevity, UV resistance and are chemical resistance**.** The current leachate ponds (#1, #2, #3 and #4) all have HDPE lining.

Description of Construction Materials

The Pond Wall will be constructed at a height of approximately 1.0m to 2.4m above the surrounding ground level. The top of the bank will be approximately 2m wide with a slope of 1 vertical to 1.8 horizontal on both faces. The pond has a total depth of approximately 5m, with up to 3m below ground level. DWA Consulting have previously confirmed that the angle of Repose of the Bassendean Sands of this area is approximately 1 in 1.4. The design of the pond wall and angle of the slope of the bank will be flatter than the 'at rest' gradient of the in-situ sand and should therefore be stable.

The total capacity of the pond, being a depth of 4.5m with 0.5m freeboard will equate to approximately 17,000m^3 additional filtrated water for the site.

The Pond Lining – Consists of geotextile to walls and 1.5mm HDPE Liner to pond.

The Pond Fencing - A 1.9m high mesh fence surrounds the Pond to mitigate ingress from native and / or feral fauna.

Pond #5 - Dimensions:

- External width of pond – 60m / External length of pond – 150m
- Supporting wall Height 1.5m to 2.4m above surrounding ground level.
- There is a 2m wide bank surrounding the water catchment area of the Pond
- The Pond is a permanent structure and built above the natural contours of the ground.

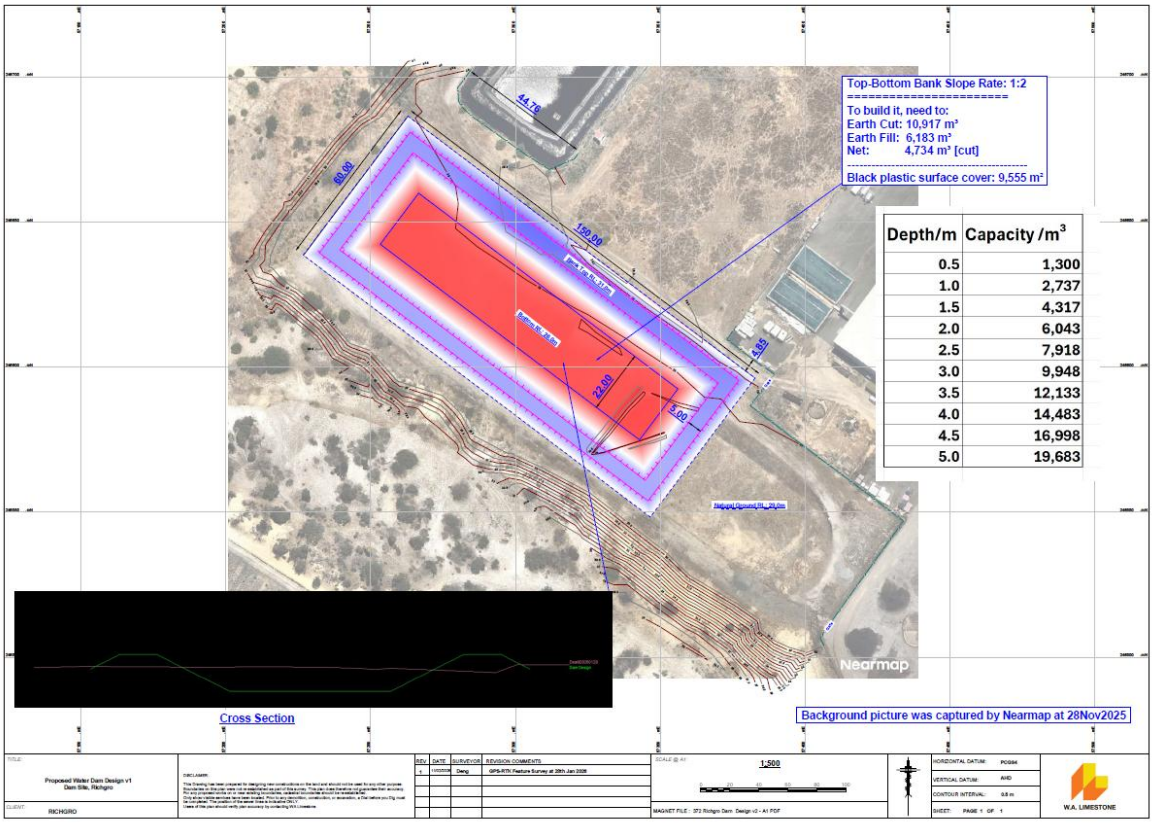


Figure 4 - Proposed Leachate Pond #5

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3 Proposed change of use for existing hardstand

The previously known blueberry igloo area is proposed to be utilised as part of our overall operations for storage of equipment and mobile plant.

The current hardstand may also be utilised to temporary store untreated timber products (pine pallets) prior to processing through the onsite electric grinding equipment.

Attachments

WA Limestone drawing 372 Richgro Dam Proposed Design v2b.pdf

Site Plans – Richgro Facility – Project No.3103 Drawing 1:3

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Fire Design Solutions Pty Ltd
ABN 42 157 810 645

G.02 Westgate
420 Bagot Road
Subiaco WA 6008

Tel: +61 8 9200 2265
Web: www.firedesignsolutions.com.au

Ref: 202004006c002

27 March 2025

Ms Cheryl Stinson
Richgro
203 Acourt Road
Jandakot WA 6164

Dear Cheryl,

RE: Richgro - 203 Acourt Road, Jandakot
Updated Fire Safety Compliance Review

1.0 INTRODUCTION

Fire Design Solutions have been engaged by Richgro to provide an updated fire safety compliance review for the existing buildings at the Richgro site in Jandakot. We originally visited site on 14 April 2020 and issued a Fire Safety Compliance report dated 7 July 2020. Since then, rectification works have progressed to address issues raised in our previous report. The major non-compliances included the following:

- Fire hydrants – coverage, location and Fire Brigade access
- Fire hose reels – coverage and location
- Egress provisions including:
  - Travel distance
  - Egress routes and door operation
- Emergency lighting and exit signs

We have not reviewed other aspects of the BCA unless specifically stated. The original site inspection was visual only and did not involve testing of any of the installed fire systems. We have not revisited site to inspect the buildings or fire systems and have relied on photos, drawings, the reports attached in Appendix A and the attached flow and pressure test in Appendix B.

2.0 LEGISLATIVE REQUIREMENTS

In accordance with the National Construction Code Series 2019 Volume 1 Amendment 1 Building Code of Australia Class 2 to Class 9 Buildings (BCA)(ABCB 2020) the buildings on site are classified as a Class 5 office, Class 7b storage, Class 8 production facility and Class 10 non-habitable structures. All the buildings are single storey and where they exceed 2,000 m^2 in floor area or 12,000 m^3 in volume are required to be of Type B construction. Where the office is connected to the laboratory and warehouse via the breezeway, the buildings are considered to be a separate building in accordance with the BCA and all required to be of Type B construction.

The following fire safety systems are required in accordance with the BCA.

- Fire hydrants in accordance with the BCA and AS 2419.1
- Fire hose reels in accordance with BCA and AS 2441
- Fire extinguishers in accordance with BCA and AS 2444
- Emergency lighting and exit signs in accordance with AS 2293.1

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3.0 FIRE SAFETY REVIEW

The following section provides a summary of the actions identified on site to rectify the non-compliances. The actions required some new installations in parts but also provided an option to explore the use of Alternative Solutions to address the issues on a performance basis which will meet the Performance Requirements of the BCA. The use of an Alternative Solution would have required consultation with the Fire Brigade and the approval authority and would have involved a 2-step process with the preparation of a Fire Engineering Brief and then a Fire Safety Engineering Report. The advantage of utilising this approach is that it provides a cost saving to the client and in many instances may be completed quicker than carrying out installation and rectification works on site. It is also safer and less interruption on an existing site where physical works do not have to be done which would require traffic management which may interfere with site operations. However, it was decided that additional hydrants, hose reels and PA doors would be installed to address the non-compliances.

3.1 Fire Hydrants

The fire hydrant system was inspected by DFES and comments provided in a letter. The hydrant system consists of a booster on Acourt Road and a number of site hydrants. The system can be used as a feed hydrant system or an attack hydrant system when boosted from the booster cabinet. It is noted that the booster is located approximately 60 m from the front entrance, which is not a compliant location, however, signs have been provided to direct Fire Brigade to the booster location which is considered acceptable.

It was noted previously that feed hydrant pressure was achieved at the site hydrants except for the remote hydrants covering the digestion plant area. Coverage was available for all buildings except for the pickup warehouse. A new hydrant has now been installed to the northeast or east of the pickup warehouse to provide coverage to this area. The flow and pressure was tested at the site by Fire and Civil on 11 February 2025 (See Appendix B). The tested locations were the booster and the identified most remote hydrant adjacent to the lined dam and to the south of the composting bins. Both locations achieved a complaint flow of 20 L/s at in excess of the required 200 kPa.

Although the hydrant at the rear of the office is in a compliant location as an attack hydrant, it cannot be used as a feed hydrant to cover the northeast end of the warehouse storage building as the Fire Brigade appliance would have to pass within 10 m of the building to set up. We recommended an additional Fire hydrant be installed at the western or northern corner of the office to provide coverage to the warehouse storage building. It is noted that this would also provide coverage to the pickup warehouse. This has now been installed at the western corner.

A clear accessway must be provided from the hydrant to the northwest of the workshop through the yard storage area to the organic soils packing shed to provide the maximum hydrant coverage to the northern corner. Coverage to most of the building is achieved from the hydrant to the south of the building.

In general, the site is a busy and complicated site and the site hydrants are difficult to locate amongst yard storage, especially at night. All hydrants must be kept clear to provide access to Fire Brigade. We recommended that additional road markings be provided to delineate a clear access zone around hydrants and additional direction signs be painted on roadways and/or buildings to direct Fire Brigade to hydrants. High posts have now been installed with signs stating “Fire Hydrant” in a triangle configuration which can be seen on approach from all directions.

As the Fire Hydrant system is now a boosted system, the entire pipe network should be hydrostatically tested to a test pressure of 1,700 kPa in accordance with AS 2419.1. This will ensure the pipework is capable of being boosted by the Fire Brigade and will not burst in a fire situation which would leave the Fire Brigade without any firefighting hydrant water on site. We have not seen any results of the hydrostatic test and still recommend this be completed.

3.2 Fire Hose Reels

Fire hose reels are installed in all buildings, however, the location of hose reels did not provide compliant coverage to all areas and not all hose reels were installed within 4 m of an exit as required by the BCA. Additional hose reels and PA doors have now been installed to rectify this issue.

AS 2441 requires all areas of the building to be reachable with a 4 m hose stream issuing from the end of a 36 m hose. A performance solution was suggested to remove fire hose reels as it is considered that dry chemical powder extinguishers provide a better extinguishment of fires compared to water. In addition, fire extinguishers are more readily used by occupants and provide a defined endpoint to the firefighting at which times occupants are forced to reassess the situation and either seek another fire extinguisher or to evacuate. Fire hose reels are also connected

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to the fire hydrant water distribution main and may be problematic when hydrostatically testing the system or when the Fire Brigade is boosting the system.

The racking in the pickup warehouse caused the fire hose reel coverage to fall short in this area. It was suggested that by removing some lower bays within the racking, egress paths and fire hose reel coverage can be made compliant. It is unclear whether this has been rectified.

3.3 Travel Distance

The BCA requires all locations in a building to be within 20 m of an exit or within 20 m of a point in which travel in 2 different directions is possible. From this point occupants are permitted to travel an additional 20 m to an exit providing a total travel distance of 40 m. Alternative exits must then be located at a maximum of 60 m apart. These travel distances must also take into account equipment and storage within the building which may cause occupants to travel a further distance.

In general, the buildings were provided with compliant travel distances except for 2 areas identified on site. These were the machinery store and a bunker area in the bagging and blending warehouse on the northwest side. In both these locations an additional PA door location was identified. We recommended the PA doors be installed to provide compliant travel distances from these locations. This has now been completed.

3.4 Egress Routes

The travel distance is one aspect of the egress requirements and the egress route and doorway is the other. The egress route must be kept clear and free of obstacles and be readily identifiable. This requires adequate lighting and direction to identify the final exit and the path to the exit. Stored items may block paths of travel and the view of the exit. Once at the exit, the door must be operable using a single handed downward or pushing action on a single device. Roller doors or large sliding doors where the force required to open them exceeds 110 N are not acceptable means of personnel egress.

There were a number of locations identified on site where the doors did not comply with the above requirements. It was advised that the door latches should be rectified and that additional PA doors should be installed. Some of these were to be located within sliding doors where a threshold would be required to step over. It is noted that the BCA requires the door sill to be no greater than 190 mm above the finished surface of the ground. We understand that this has now been completed. New doors have been fitted with external bollards to ensure exit doors are not blocked.

3.5 Emergency Lighting and Exit Signs

The BCA requires exits and paths of travel to an exit to be readily identifiable at all times of the day, even if there is a power failure. This therefore required the installation of emergency lighting, illuminated exit signs and illuminated directional exit signs in accordance with AS 2293.1. Most of the exit doors on site had compliant exit signs but additional signs and lighting were required in some locations as discussed on site and for all new doors. This has now been completed.

3.6 Fire Safety Management

All building on site must continue to be well maintained in regard to fire safety to ensure the continued safety of the occupants. The safety of the development should not deteriorate over time and the components of services must be maintained to ensure that they perform to a standard not less than they were originally required to achieve. The ongoing management of the development should include:

- Good housekeeping practices.
- Maintenance of all fire systems and essential services in accordance with AS 1851 and the relevant Australian design standard as referenced in AS 1851, the BCA and Clause 48A – Maintenance of buildings of Building Regulations 2012.
- Maintain up to date evacuation procedures and emergency escape plans in the building.

3.7 Maintenance Requirements

The maintenance and testing requirements of all relevant fire safety design systems shall be carried out in accordance with AS 1851 and the BCA are summarised in the following table.

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Fire Protective Systems	Relevant Standards	Remarks
Fire hydrant system	AS 2419.1	
Fire hose reel system	AS 2441	
Fire extinguishers	AS 2444	
Emergency lighting	AS 2293.1	
Exit signs and directional signs	AS 2293.1	
Power for essential systems	AS 3000	
Emergency & Fire Evacuation Policy	AS 3745	
Fire compartmentation	BCA Section C	
Means of escape	BCA Section D	Including door swing, door hardware, dimensions of stair treads and risers, etc.

4.0 SUMMARY

In general, the site was reasonably well equipped in terms of compliance with the BCA fire requirements. However, the following items were to be addressed:

- Additional hydrants required to provide coverage
- Clear access around all hydrants and additional markings to clearly identify hydrant locations
- Hydrostatic pressure testing of hydrant system to a test pressure of 1,700 kPa in accordance with AS 2419.1
- Rectification of fire hose reel coverage
- Installation of additional PA doors
- Rectification of existing PA doors
- Installation of additional emergency lights and exit signs

We understand that these have all been completed other than the hydrostatic testing of the fire hydrant system and the hose reel coverage within the pickup warehouse.

We suggested the following Alternative Solutions could be investigated to assist with onsite compliance, however the installation of additional fire hydrants and fires hose reels means that they are no longer required:

- Provision of fire extinguishers in lieu of fire hose reels
- 3 lengths of hydrant hose to provide complaint coverage to all areas.

The maintenance and servicing of the fire systems is paramount to the fire safety of the building and must be carried out correctly in accordance with AS 1851. We would recommend regular auditing of the system to ensure the fire services contractor is completing the required maintenance tasks adequately.

We trust this satisfies your immediate requirements, but should you require any further information, please contact the undersigned on 9200 2265.

Yours sincerely,

David Fitzpatrick
Engineering Manager/ Fire Engineer
Fire Design Solutions

BE, BCom, MIEAust, PMSFPE
Grad. Cert. (Performance Based Eng)
Grad. Dip. (Fire Safety & Risk Eng)

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27 March 2025

APPENDIX A: Competed Works Reports

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RICHGRO
SINCE 1916
Bring your garden to life

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PO Box 1406, Canning Vale WA 6970
T: (08) 6258 7100
W: www.richgro.com.au
ABN: 97 008 734 852

Richgro Ref.
D Fitzpatrick reply DEC 2024
30TH Dec 2024

Dear David,
Fire Design Solutions
Via Email – David.fitzpatrick@firedesignsolutions.com.au

With reference to your email of the 13th December Richgro would like to provide you with the following information.

1. Did you want the report updated to cover all areas of the site or just around the new canopy?
   It would be beneficial if the report could reflect the entire site, however the structure is for the workshop area and the building permit is for this area only.

2. I cannot see evidence of where the new hydrant was installed to the east or northeast of the pickup warehouse.
   I am unsure of the location for this hydrant or reference in our correspondence – there has been a hydrant installed at the rear of the office area – ref Figure Three (2020 JUN New Hydrant V3.pdf).
   There is an existing hydrant at the northeast of the warehouse -

3. I cannot see evidence of where the new hydrant was installed to the western or northern corner of the office to provide coverage to the warehouse
   At the rear of the office there is now 2 fire hydrants. These are located on the Northeast and Southeast corners. – ref Figure Three & Figure Four (2020 JUN New Hydrant V3.pdf)

4. I cannot see evidence where clear access is provided from the hydrant to the northwest of the workshop through the yard storage area to the organic soils packing shed
   This access pathway has been established.

5. I cannot see evidence where additional road markings be provided to delineate a clear access zone around hydrants and additional direction signs be painted on roadways and/or buildings to direct Fire Brigade to hydrants
   Our FESERG data is provided to the fire brigade online and all our information is clearly shown on this emergency application. Due to traffic movement on site the painting of lines on the bitumen would not be retained. All hydrants have clear bollards and signage above. The Emergency Response tube also contains the map layout of hydrants.

6. I cannot see evidence that the entire pipe network has been hydrostatically tested to a test pressure of 1,700 kPa in accordance with AS 2419.1
   Richgro will arrange for the hydrostatical test to be redone in early 2025.

7. The new hose reel appears to provide coverage to the pickup warehouse. This needs to be confirmed on site.
   There is a few new hose reels installed. Reference figures Two and Six – Number two is the hose reel on the office North veranda and number six is located near the laboratory and South of the office building. The other hose reel is at the north side of the machinery store and is located outside the building structures. This is indicated on Figure One. I will attain a photo for you.

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RICHGRO
SINCE 1916
Bring your garden to life

8. Non-compliant travel distances identified on site in the machinery store and a bunker area in the bagging and blending warehouse on the northwest side required additional PA doors. Has this been done?
   New emergency exit doors were installed in the Warehouse and bunker area of the bagging blending warehouse. Reference Figure Eight to Eleven for the Warehouse. I will attain photos of the bagging and blending exit doors for you.

9. Rectification of existing PA doors was required
   All exit PA doors have been rectified as per the recommendations.

10. Installation of additional emergency lights and exit signs was required.
    Additional lights and exits signs were installed as per the recommendations.

Richgro, are required to commence the building of the veranda near the workshop within a given time period and your assistance in relation to the Fire Engineers reports is beneficial for our submission for a certified building permit.

Should you require further photographic evidence, please do not hesitate to call or email me your requests.

Regards

Cheryl Stinson

Safety & Compliance Co-ordinator
T: (08) 6258 7100 | M: 0408 588 512

RICHGRO
SINCE 1916

203 Acourt Rd, Jandakot WA 6164
www.richgro.com.au

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RICHGRO JANDAKOT SITE – FIRE HYDRANTS, HOSES & EXIT DOORS



Figure 1 – additional fire hydrants near workshop area

Existing Fire Hydrants < 2020

New Fire Hydrant installed > 2020

New hose reels installed > 2020

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Figure 2 - New Hose reel at the North side area – towards machinery store, undercover car park area

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Figure 3 - New Hydrant at rear Northeast corner of office opposite warehouse and undercover carpark / machinery store area.

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Figure 4 - Existing Hydrant at the rear of the office on the Southeast corner opposite the warehouse and near the Activated Carbon shed.

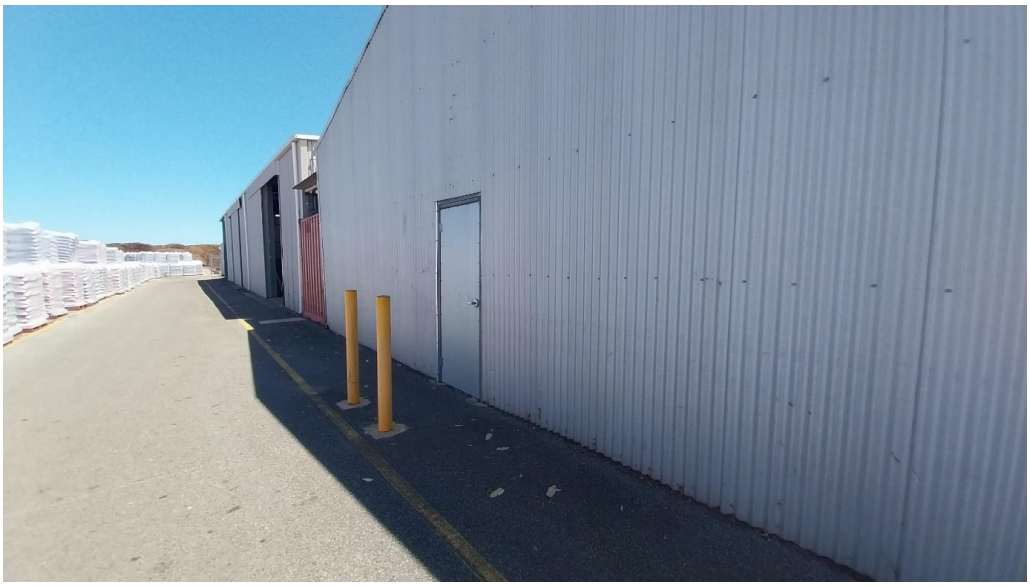


Figure 5 - Emergency exits from the machinery store area – east wall

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Figure 6 - Fire hose reel at the laboratory area on the East side of the main office area



Figure 7 - Fire Hydrant near main entry road – located West of the trade centre area

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Figure 8 – Warehouse exit door bollards external.



Figure 9 – Warehouse internal view.



Figure 10 – Warehouse external bollards



Figure 11 – Warehouse internal view.

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27 March 2025

APPENDIX B: Flow & Pressure Test Report

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Fire and Civil
(WA)

203 Acourt Road, Jandakot
Flow and Residual Pressure Test Report
-Site Number 1285-
Report C

11th February 2025

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Version: 1, Version Date: 02/03/2026

Site Number 1285 Report C – 11th February 2025
203 Acourt Road, Jandakot

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1.0- Preamble

2.0- Overview of Tests Conducted

3.0- Photograph/s of Test Location/s and Description

4.0- Site Map of Test Location/s Specified

5.0- Hydraulic Performance Evaluation Data

6.0- Calibration Certificates

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203 Acourt Road, Jandakot

1.0-Preamble
Fire and Civil WA

Company: Richgro

Address: 203 Acourt Road, Jandakot WA

Attention: Matthew Richards

Site Address: 203 Acourt Road, Jandakot

Project:

11th February 2025
Email: greg@fireandcivil.com
Greg Mobile: 041 111 5060
Sue Mobile: 041 226 3000

Postal: P O Box 7083
Applecross North
WA 6153

ABN: 65 009 442 648

Dear Matt,

We thank you for your instructions to undertake a flow and residual pressure test/s at the above site. Fire and Civil (WA) is pleased to provide the following report.

The results particularised herein were obtained by measuring the water flow and residual pressure at the listed test location/s (see section 2). Our comments and findings set out herein meet the requirements of, or are within the acceptable parameters of the following (as and if applicable): DTS (Deemed to Satisfy) provisions of the Building Code of Australia (BCA) (Vol. 1) Part E 1.3.

Please Note: The flow and residual pressure test results, set out in this report are **indicative only** and obtained solely for design/maintenance purposes.

The test results show flow and residual pressure rates for the time and date on which the tests were performed only. No representation is made or warranty given that the same result/s can be achieved in any further, or additional test/s on account of flow and pressure being affected or compromised by factors including, but not limited to:

1) Time of day/week/year of water test
2) Increased demand on infrastructure (internal/external)
3) Age/maintenance of infrastructure (internal/external)
4) Infrastructure modifications (internal/external)
5) Installation of backflow prevention device/s etc.
6) Local demand variations (internal/external) etc.
7) Water Corporation Pressure Management Programme
8) Service Performance Standards for Water Corporation supplied water is set out in Schedule 2, Sections 1.1 and 1.2 (http://www.erawa.com.au/water) for the Perth Metropolitan area being - minimum 15m head static (147 kPa) @ 20L/minute flow.

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Further Note: Whilst all care and diligence is taken using best practice methodology in trying to identify all issues or causes affecting flow and residual pressure results, many factors affecting such results are either inaccessible or undisclosable to our state of the art exploratory equipment and practices or may be limited to the specific scope of instructions given by you. Accordingly, although optional scopes of works may be suggested to overcome substandard or non-compliant pressures and flow rates in our report/s, no representation of clear and satisfactory results can be guaranteed or is warranted by us or should be inferred by your acting on such optional scopes of works suggested or is any warranty expressed or implied by us that your infrastructure will not be damaged by your acting on such optional scopes of works suggested or that your scope of instructions meet all applicable standards and regulatory requirements for the infrastructure and its use as a result of the provision of the services provided to you by Fire and Civil (WA) on this or any other occasion.

Should you require any further information, contact Greg Lock on 041 111 5060.

Regards



Greg Lock
Plumber's Licence No. 5247
Water Corporation Contractor ID: C5256718
Backflow Prevention No. 2676
PVC Handling Licence No. 13983594
White Card Holder 11th July 2013
National Police Clearance Application Number: 9038707-4754022 08/03/24
Email: greg@fireandcivil.com

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2.0-Overview of Tests Conducted

Test No.	Location (L) No.	Brief Test Description
1C	**L 1** Existing Booster feed assembly	**Flow and residual pressure test conducted** **L 1 - M 1** **“ - M 3 – Total maximum flow = 20L/s**
2C	**L 2** Most hydraulically disadvantaged onsite single riser dual headed hydrant	**Flow and residual pressure test conducted** **L 2 - M 1** **“ - M 3 – Total maximum flow = 20L/s**

NOTE:

1) The information provided in this report is correct to the best of my knowledge given the information provided by the client or their representative.
2) Tests were conducted to determine hydraulic performance ONLY.
3) Unless identified NO assessment of fire system design parameters (including hose length coverage) are considered when flow and residual pressure tests are conducted.

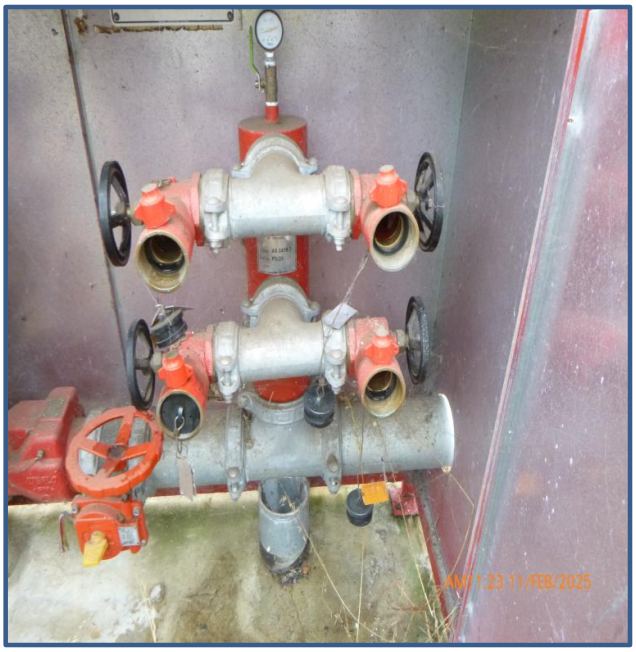
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3.0-Photograph/s of Test Location/s and Description



L 1: Booster feed assembly tested



L 1: Booster feed assembly tested



L 2: Most hydraulically disadvantaged onsite single riser dual headed hydrant tested

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4.0-Site Map of Test Location/s Specified



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5.0-Hydraulic Performance Evaluation Data

Test No. 1C- Flow and Residual Pressure Test at L 1

See 3.0 - Photograph/s of Test Location/s and Description and 4.0 Site Map

Note:

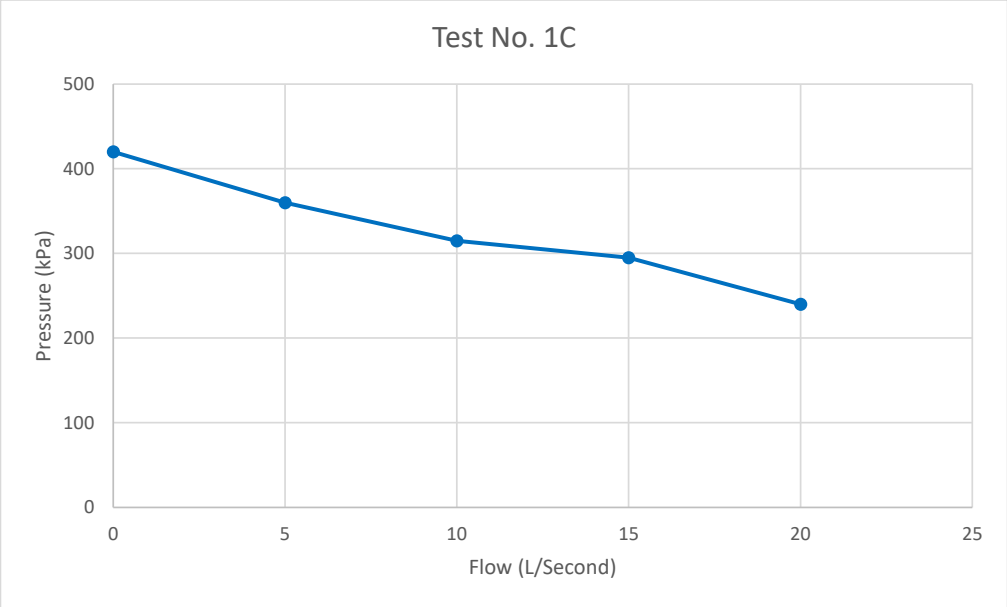
1. All data below is recorded simultaneously at the **Flow Rate** listed in 5L/s or 10L/s increments or part thereof
2. When multiple testing instruments are flowed at a single location the results are the average of the interpreted combined numerical data generated, the flow is measured in Litres per Second (L/s) and residual pressure measured in Kilopascals (kPa) and rounded up or down to the nearest 5 or 10 kPa increment.
3. No flow is required for a static pressure test.
4. Refer to 6.0- Calibration Certificates for Flow Machine (M) Instruments only.

The table below reports the flow and coinciding residual pressure testing results interpreted in 5 L/s or 10 L/s increments, or part thereof.

Test:	**Test 1C**				
Time:	**11:15**				
Date:	**11/02/25**				
Location (L):	**L 1**				
Instruments used Machine (M):	**M 1 & 3**				
Brief Current Description:	**BOOSTER FLOW & LOG**				
Flow Rate (L/s)					
Static 0	**420 kPa**				
5	**360**				
10	**315**				
15	**295**				
20	**240**				

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Test No. 2C- Flow and Residual Pressure Test at L 2

See 3.0 - Photograph/s of Test Location/s and Description and 4.0 Site Map

Note:

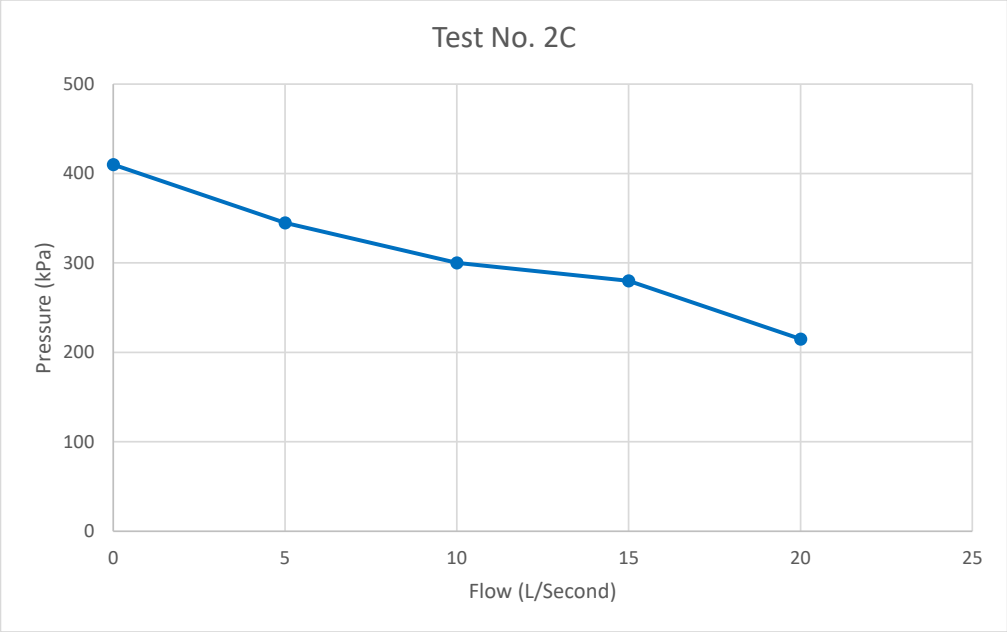
1. All data below is recorded simultaneously at the **Flow Rate** listed in 5L/s or 10L/s increments or part thereof
2. When multiple testing instruments are flowed at a single location the results are the average of the interpreted combined numerical data generated, the flow is measured in Litres per Second (L/s) and residual pressure measured in Kilopascals (kPa) and rounded up or down to the nearest 5 or 10 kPa increment.
3. No flow is required for a static pressure test.
4. Single riser dual headed hydrant (SRDHH).
5. Refer to 6.0- Calibration Certificates for Flow Machine (M) Instruments only.

The table below reports the flow and coinciding residual pressure testing results interpreted in 5 L/s or 10 L/s increments, or part thereof.

Test:	**Test 2C**				
Time:	**11:32**				
Date:	**11/02/25**				
Location (L):	**L 2**				
Instruments used Machine (M):	**M 1 & 3**				
Brief Current Description:	**Most Dis. SRDHH FLOW & LOG**				
Flow Rate (L/s)					
Static 0	**410 kPa**				
5	**345**				
10	**300**				
15	**280**				
20	**215**				

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6.0-Calibration Certificates

LES COOKE INSTRUMENT CO.PTY.LTD

NATA

NATA accredited laboratory No 1736

Certificate Number
34190/080324/3

Date Of Calibration: 07 Mar 2024
Serial No.: 1815
Customer Ref.: 15
Submitted By: Fire & Civil
PO Box 7083, Applecross North 6153

Make:
Model: Flowmaster
Range: 0/25 bar

Machine (M) No. 1

NOMINAL APPLIED VALUES		As Found		As Left		
		MEAN INDICATED VALUES	Correction	MEAN INDICATED VALUES	Correction	
bar		bar		bar		
0.00		0.00	nil	0.00	nil	
1.95		1.95	nil	1.95	nil	
2.00		2.01	-0.01	2.01	-0.01	
2.05		2.06	-0.01	2.06	-0.01	
2.50		2.50	nil	2.50	nil	
3.00		3.01	-0.01	3.01	-0.01	
5.00		5.03	-0.03	5.03	-0.03	
7.00		7.04	-0.04	7.04	-0.04	
9.00		9.03	-0.03	9.03	-0.03	
10.00		10.04	-0.04	10.04	-0.04	
13.00		13.05	-0.05	13.05	-0.05	
16.00		16.05	-0.05	16.05	-0.05	
20.00		20.04	-0.04	20.04	-0.04	
25.00		25.05	-0.05	25.05	-0.05	
20.00		20.04	-0.04	20.04	-0.04	
16.00		16.05	-0.05	16.05	-0.05	
13.00		13.06	-0.06	13.06	-0.06	
10.00		10.04	-0.04	10.04	-0.04	
9.00		9.03	-0.03	9.03	-0.03	
7.00		7.04	-0.04	7.04	-0.04	
5.00		5.02	-0.02	5.02	-0.02	
3.00		3.04	-0.04	3.04	-0.04	
2.50		2.53	-0.03	2.53	-0.03	
2.05		2.06	-0.01	2.06	-0.01	
2.00		2.01	-0.01	2.01	-0.01	
1.95		1.95	nil	1.95	nil	
0.00		0.00	nil	0.00	nil	

REMARKS maximum deviation does not exceed 0.24 % of maximum scale range

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PLUMBING TESTING Laboratory

PO Box 3225, Malaga WA 6945 Australia
Atley St (corner Victoria Rd)
Malaga WA 6090 Australia
Phone: (61 8) 6465 1888 Fax: (61 8) 9249 7700

Flow Meter Calibration

CUSTOMER: Keyrange Group Pty Ltd
PO Box 7083
Applecross, WA 6153

REPORT No: TT3295A

TEST DATE: 13/11/2023

Machine (M) No. 1

INSTRUMENT DESCRIPTION

MANUFACTURER: Flowmaster	SERIAL NO: 1815
SIZE: 65 mm	CLIENT ID:
TYPE: Magflow EMF 300E	

TEST CONDITIONS

REFERENCE INSTRUMENT: Siemens MAG 6000	
SERIAL NO: 7ME652784902N399	TEST FLUID: Water
AMBIENT TEMPERATURE: 20°C	

TEST RESULTS

NOMINAL FLOW RATE L/MIN	INSTRUMENT UNDER TEST FLOW RATE	MEASURED FLOW RATE	CORRECTION L/MIN	PERCENTAGE OF ERROR
300	300.00	307.66	7.66	2.49
600	598.33	602.65	4.32	0.72
900	900.00	895.95	-4.04	-0.45
1200	1201.66	1188.24	-13.42	-1.13
1500	1493.33	1475.22	-18.10	-1.23
1800	1798.33	1769.21	-29.11	-1.65
2100	2100.00	2058.19	-41.80	-2.03

Test Method: The instrument under test was placed in line with a reference flow meter. Six readings were recorded off both meters alternatively over a period of one minute. The readings were averaged and tabulated above.

Tested By:
Lawrence Saw
Laboratory Manager

Authorised Signatory:
Lawrence Saw
Laboratory Manager

PTL-F-0908-63

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LES COOKE INSTRUMENT CO.PTY.LTD

NATA

NATA accredited laboratory No 1736

Certificate Number
34183/060324/3

Date Of Calibration: 06 Mar 2024
Serial No.: 1845
Customer Ref.: 45
Submitted By: Fire & Civil
PO Box 7083, Applecross North 6153

Make:
Model: Flowmaster
Range: 0/25 bar

Machine (M) No. 3

NOMINAL APPLIED VALUES		As Found		As Left		
		MEAN INDICATED VALUES	Correction	MEAN INDICATED VALUES	Correction	
bar		bar				
0.00		0.00	nil	0.00	nil	
1.95		1.95	nil	1.95	nil	
2.00		1.98	+0.02	1.98	+0.02	
2.05		2.04	+0.01	2.04	+0.01	
2.50		2.52	-0.02	2.52	-0.02	
3.00		3.02	-0.02	3.02	-0.02	
5.00		5.02	-0.02	5.02	-0.02	
7.00		7.01	-0.01	7.01	-0.01	
9.00		9.02	-0.02	9.02	-0.02	
10.00		10.01	-0.01	10.01	-0.01	
13.00		13.05	-0.05	13.05	-0.05	
16.00		16.02	-0.02	16.02	-0.02	
20.00		20.03	-0.03	20.03	-0.03	
25.00		25.07	-0.07	25.07	-0.07	
20.00		20.06	-0.06	20.06	-0.06	
16.00		16.05	-0.05	16.05	-0.05	
13.00		13.05	-0.05	13.05	-0.05	
10.00		10.06	-0.06	10.06	-0.06	
9.00		9.05	-0.05	9.05	-0.05	
7.00		7.05	-0.05	7.05	-0.05	
5.00		5.02	-0.02	5.02	-0.02	
3.00		3.02	-0.02	3.02	-0.02	
2.50		2.52	-0.02	2.52	-0.02	
2.05		2.04	+0.01	2.04	+0.01	
2.00		2.00	nil	2.00	nil	
1.95		1.95	nil	1.95	nil	
0.00		0.00	nil	0.00	nil	

REMARKS maximum deviation does not exceed 0.28 % of maximum scale range

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Water Corporation

Meter Testing Laboratory
37 Lemnos Street
Shenton Park, WA 6008

NATA
No. 5471

Measurement results for volume are traceable to SI units. Reference equipment has been calibrated by the National Measurement Institute or IMTA accredited laboratories. Accredited for compliance with ISO/IEC 17025 - Calibration

METER TEST REPORT
REPORT No: MET-LAB-2023-0828-A

Customer: Fire & Drill
Street Address: PO Box 7083
Suburb: Applecross, North WA, 6153
Customer Order No: 2045146

THIS DOCUMENT SHALL NOT BE REPRODUCED EXCEPT IN FULL

Machine (M) No: 3

Meter Make: Flowmaster
Meter Type: Mag Flow
Meter Number: 1845
Meter Size: 65mm
Graduation Interval: 1 L

Test ID	Nominal Flow rate L/s	Nominal Flow rate KL/H	Calibrated Volume Litres	Time Sec	Actual Flow Rate L/s	Meter Readings (L) Initial	Meter Readings (L) Final	Meter Readings (L) Total	Error (%)	Uncertainty	Water Temp (°C) Start	Water Temp (°C) Finish	Water Pressure (kPa) Start	Water Pressure (kPa) Read 1	Water Pressure (kPa) Read 2
A	5.0	18.0	4412.9	877.6	5.03	5	4421	4416	0.07%	0.42%	19.4	19.4	50	50	50
B	10.0	36.0	7764.6	775.3	10.02	30	7833	7803	0.49%	0.42%	17.5	17.6	50	50	50
C	15.0	54.0	4751.4	319.5	14.87	18	4809	4791	0.83%	0.43%	19.2	19.2	50	50	50
D	20.0	72.0	19964.1	992.2	19.92	23	19100	19077	0.69%	0.42%	17.8	19.2	80	80	80
E	25.0	90.0	12833.6	516.5	24.84	44	13010	12965	1.03%	0.42%	17.7	17.8	80	80	80
F	35.0	126.0	13710.5	392.6	34.92	84	13920	13836	0.92%	0.43%	17.8	17.7	100	100	100

Comment:

Test Equipment Used:
Test Rig: CW592
Reference Flow Meter: Asset ID: 93024: 100mm Line (1 to 60 L/Sec)
Reference Flow Meter: Asset ID: 93026: 200mm Line (61-200 L/Sec)
Pressure Gauge: Asset ID: 93018
Timing Device: Asset ID: 59045
Thermometer: Asset ID: 93031
Calibration Procedure: AMSI-W-133

Notes:
1) Actual Flow Rate = (Calibrated Volume) / (Time)
2) Meter Readings (Total) = Final - Initial Meter Reading
3) % Error = ((Meter Registration (Total) - Calibrated Volume) / Calibrated Volume))*100
4) Reported error is calculated by using calibrated volume
5) Water used as test medium

Measurement Uncertainty:
Measurement Uncertainties are calculated on test volumes and reported at 95% confidence with a coverage factor of 2.

Tested By: R.Threlfall — 26/10/2023
Certified By: R.Turley — 26/10/2023 (Approved Signatory)
Name / Signed / Date

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JANDAKOT COMPOSTING FACILITY FIRE MANAGEMENT PLAN

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Revision History

Date	Revision No.	Revision Comment	Prepared	Reviewed	Approved
Dec 2024	1	Jandakot Fire Mgmt Plan – Initial document	CS	MS	TR

1. Bush Fires

Fires are a concern for the management of any rural property. Eucalypt forests are generally a good fuel source due to their high calorific values. The presence of oxygen and heat generated during the initial burn completes the three elements of the fire triangle. Figure 1. It is therefore necessary to monitor, control and prevent the occurrence of suitable conditions for the generation of bush fires. It is also necessary to document how best to manage and limit the impact of a fire event.

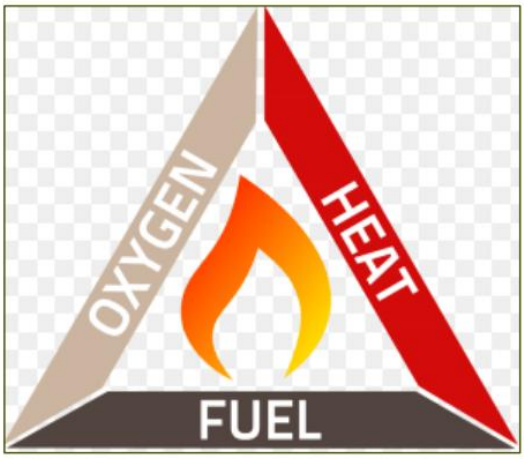


Figure 1: Fire Triangle.

Fires in bushland typically result from below standard operation practices. Combustible materials and poorly maintained fire access tracks contribute to an increased fire risk.

Fires have the potential to damage infrastructure, disrupt operations and cause threat to life and release harmful substances such as dioxins into the environment. This document describes the fires management guidelines and best practice management for the Richgro Jandakot Composting facility.

Fire can also originate from the surrounding areas, particularly during dry and hot weather conditions either naturally or due to the deliberate lighting. This document provides a framework for fire management and the protection of life and assets at the Jandakot facility and its surrounding environment during an event of fire within or outside the premises.

2. Premises Details

The Richgro Jandakot Composting Facility, is operational under Licence No L7308/1998/14, issued under the Environmental Protection Act 1986 (the Act) ON 22ND October 2025, and relate to the following category description:

- **Category 61: Liquid waste facility**
- **Category 61A: Solid waste facility**
- **Category 67A: Compost Manufacturing and Soil Blending**

This Fire Management Plan relates to the premises located at Lot 186 on Deposited Plan 109038 Certificate of Title Volume 1645 Folio 965 Jandakot WA (203 Acourt Road , Jandakot WA 6164). This premises is located in the City of Cockburn.

Approximate site area is 42 hectares. And is utilised in the following proportions.

- Richgro operational area: approximately 23 hectares

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- Remainder of the site – bush land and fire break along boundary

The Richgro operational area has the following:

- Staff & Visitor car parking areas
- Site offices & amenities
- Laboratory & office area
- Warehouse sheds
- Production blending and bagging sheds
- Storage sheds
- Maintenance & workshop sheds
- Anaerobic Digestion Facility
- Indoor composting shed
- Outdoor composting area
- Hardstand compost and soil blending area
- Limestone hardstand green waste receival area.
- Bunded fuel tank
- Fenced compound area
- 4 x Lined leachate ponds
- 10 x Water monitoring bores
- 1 x Main extraction bore
- Operational equipment (Front end Loaders, Screeners, Grinders)

The Jandakot Composting Facility Premises location and boundary for the property along with operational areas is provided in **Attachment 1.**

3. Definitions

CFMP	Composting Facility Management Plan
DWER	Department of Water & Environmental Regulator
FMP	Fire Management Plan
SOP	Standard Operating Procedure

4. Premises Users

Users of the Jandakot Composting Facility include:

- Operational, Production, Warehouse, Maintenance, Laboraytory and Office Staff working at the facility
- Transport company vehicles delivering feedstock to the facility (bulka-bags or bulk)
- Transport company vehicles removing compost products from the facility (palletised or bulk)
- Engaged contractual maintenance staff assigned to repair equipment at the facility

In summary the users of the property operate independently from each other, but are connected via communication channels via UHF radio frequencies.

- Operational yard notification UHF #14
- Operational forklift notification UHF #54

5. Legislation

The regulations and requirement related to this fire management plan are as follows:

- Bush Fires Act 1954 – regulates restrictions such as prohibited burning times, total fire bans, requirement for plant equipment to contain fire extinguishers, suitable spark arrester and other restrictions.
- Local Government Act – implementation of terms and conditions in the approved Fire Management Plan by the local government
- Environmental Protection (unauthorised discharge) regulations 2004 – These regulations make it an offence to discharge certain materials into the environment. The discharge will be in the form of visible smoke from burning of certain materials.
- Environmental Protection Regulations 1987 – these regulations are designed to minimise associate fire risks.
- Fire Brigades Act 1942 and regulations 1943 – Allows the fire authority to enter into an agreement with an owner or occupier of any premises for the provision of the receiving, monitoring and testing of equipment.
- Australian Standard AS 1851/2005 – The objective of AS 1851: Maintenance of fire protection systems and equipment, is to maximise the reliability of fire protection systems and equipment such that the systems and equipment meet the requirements of the relevant design, installation and commissioning standards ad are likely to continue to do so until the next scheduled activity.

6. Local Environment

The following information defines the surrounding environment at the premises.

- **Topography** –the natural topography of the site has been modified through historic quarrying activities and subsequent development of the composting facilities operational area, anaerobic digestate facility and additional leachate dams.

  The operational area is predominately level with designed hardstand gradient towards catchment sumps at leachate dams.

- **Geology** – the dominant geological formation within the general area of the premises is Bassendean sands. The soils in this formation consist of pale grey to white sands which are predominately medium grained, with layers of friable, limonite-cemented sand commonly known as 'coffee rock (McPherson & A Jones, 2005 Geosciences Australia).

  Borehole logs confirm the soil profile consistent with Bassendean sand. Summary of some of the Bore Log data provided in the below table. The water level was confirmed to be between 2.8m and 3.2m within these sample bores.

Bore Ref	0.0m – 2m	2m-4m	4m-6m	6m-10
Bore #5	White Sand	White Sand	Coffee Rock	Bown Coffee Rock Sand
Bore #6	White Sand / Coffee Rock	White Sand / Coffee Rock	Coffee Rock	Coffee Rock
Bore #7	White Sand / Coffee Rock	Coffee Rock	Coffee Rock	Coffee Rock
Bore #8	White Sand	White Sand	White Sand	White Sand then Brown Sand
Bore #9	White Sand	Coffee Rock / Brown Coffee Rock	Brown Coffee Rock	Brown Coffee Rock
Bore #10	White Sand	White Sand / Coffee Rock	Brown Coffee Rock	Brown Coffee Rock

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- **Climate** - The Bureau of Meteorology weather station 009172 located at the Jandakot airport has recorded the following historical data.
    - Mean Annual Rainfall (1972-2025) 810.9mm
    - Mean Maximum Temp. Annual (1989-2025) 24.7°C
    - Mean Minimum Temp. Annual (1989-2025) 11.7°C

- **Hydrology** – the site is located within priority 2 public drinking water source area (PDWSA) and immediately adjacent to a priority 1 PDWSA. The locations of the PDSWA's are depicted in Attachment 2.

- **Surrounding Land Uses –** The premises is located in the City of Cockburn, approximately 17 kilometres south of the Perth CBD.
  The surrounding area is predominantly zoned 'Parks and Recreation' and 'Public purposes – Commonwealth Government' under the Metropolitan Regional scheme. This public purpose area also comprises of the Jandakot Airport facility.
  Merrit Loop to the North West is life style dwellings within the City of Cockburn. The area to the North along Acourt Road is a dedicated kennel zone with residential dwellings located in adjacent Shire of Canning Vale.



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Direction	Zoning	Description
NORTH	Residential Merrit Loop Candelora Road	Acourt Road and Merrit Loop residential housing and kennel zones. Industry area City of Canning Vale
EAST	Candelora Road Regional Parks	Candelora Road - residential housing and kennel zones. Jandakot Regional Forest – Bush Forever Area
SOUTH	Regional Parks	Jandakot Regional Forest – Bush Forever Area
WEST	Commonwealth Government	Jandakot Airport

7. Premises Risk Assessment

Fire in natural bush and State Forrest has the potential to harm property users, damage supporting infrastructure, disrupt operations and cause environmental emissions. Escape of fire beyond the boundary of the premises has the potential to cause damage to neighbouring land, native bush, State Forrest, infrastructure and agricultural crops. The result would be loss of property, flora, fauna, air, soil and water pollution and potential threat to human life.

The risk assessment carried out has divided the premises into two distinct zones for better management of risk during a fire.

- Zone 1 – includes the surrounding Richgro property and the majority of the premises covered in natural vegetation.
  The source of fuel for fire will be
  - Natural bushland
  - Bushland / tree waste
- Zone 2 – is the main operational area that includes all current operational infrastructure.
  The source of fuel for fire will be ;
  - Green waste stock piles
  - Compost windrows
  - Plant and equipment
  - Office / workshop buildings
  - Mobile plant diesel
  - Anaerobic Digestion Facility - biogas

8. Fire Management

Activities and processes within the premises have the potential to cause fire, these being;

- Fire in haulage vehicle,
- Fire involving plant and equipment,
- Electrical fault in buildings,
- Fire – natural combustion of green waste or compost windrows,
- Fire in bush area or grass/scrub fire.
- Fire in the Anaerobic Digestion facility – gas leak

General housekeeping procedures on the premises focus on visual inspections of the areas where fires may be present. Training of personnel and provision of adequate firefighting equipment is available.

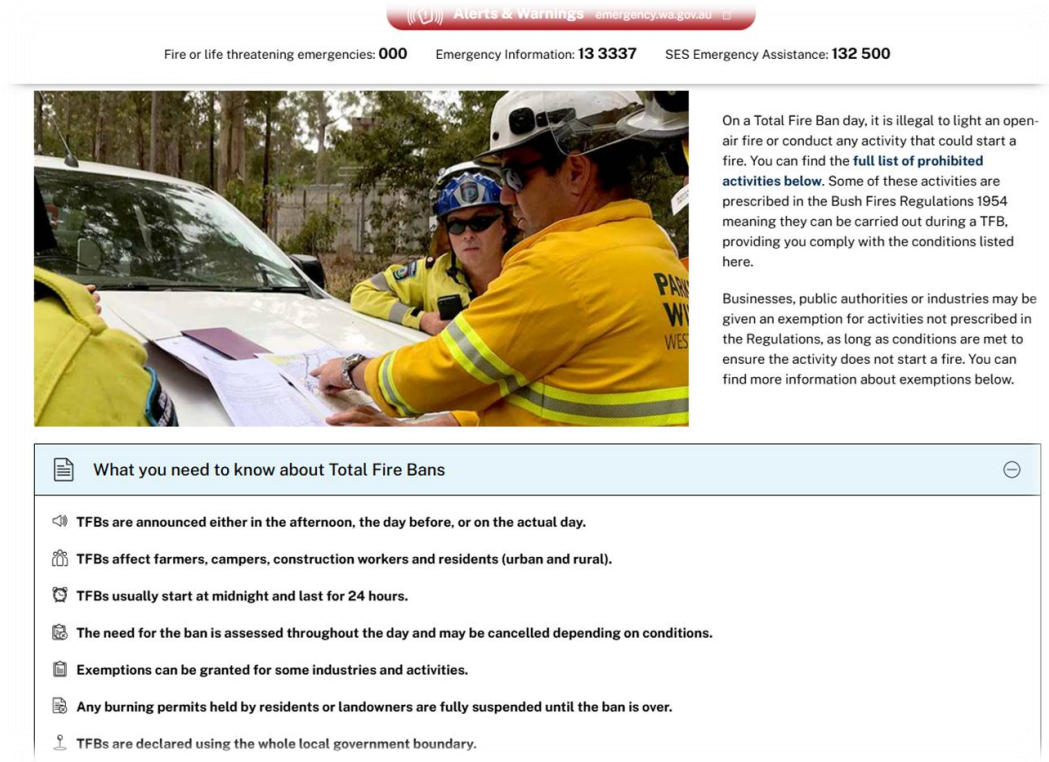
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Compliance with the City of Cockburn and Department of Fire and Emergency Services regulations is a fundamental tactic in the prevention and minimisation of the impact of fires on the premises.

Total Fire Bans

DFES declare a total fire ban on a day when a fire is most likely to spread rapidly (because of extreme fire weather) or if there are already widespread fires and DFES don't have the resources to fight more fires. The lighting of open-air fires or any other activity in the open air that is likely to cause a fire is banned.

Current DEFS Information is available on the website.

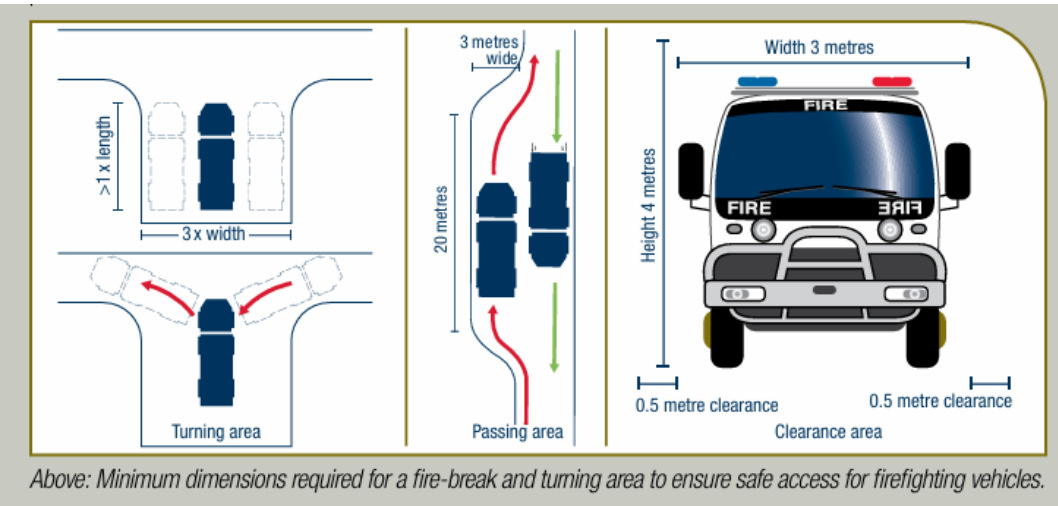


City of Cockburn Notices

The City of Cockburn issues prescribed burn notices and firebreak notices. These notices provide the site operations personnel with information on areas being burnt within proximity to the premises and also the fire management requirements for occupied and vacant land greater than 4000sqm.

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Occupied land – fire break requirements



Above: Minimum dimensions required for a fire-break and turning area to ensure safe access for firefighting vehicles.

- A 3 metre wide trafficable firebreak as close as possible to all external boundaries of the property must be installed by 1 November each year and maintained until 30 April the following year. - If it is not possible to install the firebreak adjacent to the external boundary of the property due to naturally occurring obstacles, it is acceptable to install the firebreak around the obstacle. If this requires the firebreak to be greater than 5 metres away from the external boundary, a firebreak variation is required. - Ensure a minimum vertical clearance of 4 metres is maintained along the firebreaks to enable vehicles to drive along the firebreaks without access being obstructed.
- Install and maintain a 20 metre bare earth area around all hay stacks and/or fuel storage.

Vacant Land – fire break requirements

- A 3 metre wide trafficable firebreak as close as possible to all external boundaries of the property must be installed by 1 November each year and maintained until 30 April the following year.
- Ensure a minimum vertical clearance of 4 metres is maintained along the firebreaks to ensure vehicles can drive along the firebreaks without being impeded by tree branches.

These requirements are maintained as part of the fire prevention activities to ensure fire access tracks along the inside and as close as practically possible to all external boundaries of the operational area of the premises.



9. Fire Access Track

Fire access tracks are spaces that can provide vehicle and pedestrian access in the case of fire. They shall be maintained, cleared of all flammable material for the purpose of fire control and in a trafficable condition. These areas shall be 3 metres wide as a minimum and have a 4.0 metre vertical clearance..

10. Fire Management Assets

Access Routes

Richgro Jandakot Composting premises is located has one main entry gate with one alternate access gate at the Northwest side of the premises. The main property access is at Acourt Road which is the nearest major road. The main property entry is North of the Richgro premises.

All gates will be locked at all times to prevent vandalism and unauthorised entry. Master keys have not been issued to DFES or the VBFB.

Near the main operational area of the premises contains a weatherproof cylinder attached to a post with all emergency contact numbers.

The Richgro premises will also have an emergency contact list available within all operational buildings.

Property Infrastructure

The Richgro Offices, sheds and Workshop and all mobile plant will be equipped with appropriate fire extinguishers and fire blankets. Further fire fighting equipment is available at the premises and these include:-

- Water tanker
- Front End loader – capable of moving smouldering windrow or combusted green waste stockpile
- Leachate Pond water and associated generator pump with hoses
- Bore water
- Fire Hydrants

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11. Roles and Responsibilities

The roles and responsibilities are detailed below.

Role	Responsibilities
Composting Facility Supervisor / Manager	- Overall responsibility for operation of the facility, ensuring that all activities are carried out in an appropriate manner - Responsible for consultative communication and engagement with various persons associated with the operation of the facility - Manage and comply with all relevant legislation and regulations related to the facility - Ensure compliance to the regulatory and operational requirements by testing and sampling products as and when required for quality control - Ensure the management of any health, safety and environmental risks related to operational activities are controlled - Assist and contribute into the review of the Fire Management Plan
Richgro Management	- Responsible for ensuring that Richgro satisfies all its contractual, legal and reporting requirements - Provide management and direction for the Operational team in relation to appropriate operations at the facility - Assist the Operational team to achieve compliance - Coordinate if required any community related activities - Provide advice and assistance in relation to any environmental issues that may occur on the Operational site - Provide leadership and supervision of the Composting Facilities Supervisor / Manager
All other staff, employees and contractors	- Comply with policies and procedures and risk mitigation measures - If there is likelihood of damage occurring to the equipment or the environment as a result of activities, notify their supervisor, and take appropriate corrective action including ceasing work activities, following procedures or similar corrective actions - Ensure communication external to the operations regarding incidents occurs through the designated channels - Share lessons and contribute to Operational knowledge

12. Response to Fire

Following are the responsibilities and actions required by each team member in the event of a fire.

- The Richgro Management shall ensure that all firefighting equipment is maintained and inspected on a regular basis, in accordance with current legislation, regulations and Australian Standards.
- The composting facility manager/supervisor shall contact Richgro Management in the first instance for direction in an event of fire or other emergency.
  Depending on the severity of the fire or other emergency they shall contact the DFES communication centre by telephoning 000.

Inspection frequency

The action items and frequency of inspection is given in the below Table.

Action Item	Frequency
Inspection of fire extinguishers	Biannual or after use
Inspection and maintenance of other firefighting equipment	Biannual or after use
Renewal of Contract for inspection and testing of fire extinguishers	At completion of service contract

Inspection of Fire Fighting Equipment

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Incident Response Command

Any person that discovers a fire must advice Richgro Management, or as soon as practically possible given the circumstances.

Action taken to tackle a fire at the Richgro Premises will depend on the risk to personnel safety.

Personal Protective Equipment

The minimum level of personal protective equipment (PPE) required for the premises at all times is steel capped boots, HI-Vis safety vests.

Induction

Prior to commencing work within the Jandakot Composting Facility, all personnel, subcontractors, consultants and visitors will receive a specific site induction that will include various obligations.

The induction will be reviewed annually or in the event of a substantial change to an operational procedure (including safety or environmental). This review shall ensure it reflects the most current working practices.

Emergency Drill

At least annually, an emergency drill will be undertaken at the premises to test and evaluate compliance against the emergency procedures and identify areas where further training is required and/or changes to the emergency procedures is required.

The implementation of the drill is the responsibility of the Richgro Management team and the assessment of the drill is to be recorded within the Company Safety Master File.

13. Fire Mitigation Measures

Richgro shall inform DWER and the Chief Bush Fire Control Officer (CBFCO) of any un-controlled event of fire at the premises. The information will contain:

- Time of fire
- Location of fire
- Nature of fire
- Any mitigation measures adopted; and
- Information about any affected team members or property.

Property Security

Property security measures include:

- The premises is fully fenced and property access gates closed and locked to deter entry of unauthorised persons;
- All delivery or pickup vehicles must report to the site operator via UHF radio (channel 14)
- All visitors to the site must report to the Richgro Site Office;
- When the Richgro premises is closed (after hours) the main access gate to the premises will be locked;
- All mobile plant is secured in a fenced compound area when not in operation.
- Security cameras operate 24/7 at the Richgro premises.
-

Hazard Management

Preventative measures include;

- Training to be provided to team members to identify risk of fire, operate firefighting equipment and select the most appropriate equipment to be utilised to extinguish a particular type of fire.
- Plant operators ensure any fire is recognised quickly, allowing prompt action to extinguish it;
- Equipment fire suppression systems serviced and inspected regularly and/or as required;
- Fire access tracks are maintained free of debris with clearance height of 4m;
- Flammable goods (excluding diesel and petrol) are not permitted on the premises;
- Storage of flammable goods at the premises will require the implementation of appropriate safety procedures.
- Office and lunch rooms are kept clean and tidy, with waste bins emptied on a regular basis;
- Smoking is not permitted anywhere on the operational area of the premises.
- All chemicals are clearly labelled and affixed with a placard (where required);
- HAZMAT location and manifest details will be kept at office and the emergency information cylinder located at the main gate.
- Hot work will only be undertaken by trained and competent personnel;
- Hot work will not be undertaken on days of total fire ban;
- Fire extinguishers will be serviced and inspected on a six monthly basis or more frequently if required;
- Any spillage of flammable liquid or material will be cleared up immediately;
- Water truck and other equipment for fire fighting are available on the premises.
- Items of plant and equipment will be moved to a safe distance away from the affected area; and
- Unauthorised personnel and visitors must not enter the property during a fire event, unless instructed and accompanied by emergency services or Richgro personnel and with the appropriate PPE.

Mobile Plant and Equipment

Preventative measures for plant and equipment include:

- In the event of a fire, plant and equipment where possible will be moved away from the affected area;
- All plant is to be cleaned and maintained regularly;
- Exhaust systems and spark arrestors of the plant and equipment are to be maintained properly;
- Plant and equipment is to be moved away from the fire area and any other potential fire areas when not in use and outside of facility operating hours.; and
- Plant operators to check equipment and surroundings throughout their shift to ensure that no fires or hazards are imminent.

Action to be taken for a fire in plant and equipment includes:

- The operator is to leave the machine as soon as possible, only staying to shut the equipment down if safe to do so, where possible turning off the battery isolator switch;
- The operator will notify Richgro Management of the status of the plant or equipment when left during an event of fire; and
- The plant or equipment will be inspected for any faults that may have occurred during the fire and operated only after the fault is rectified and deemed safe.

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Training

The Facilities Divisional Supervisor / Manager will monitor all personnel and contractors and where required coordinate training for relevant personnel.

Training may focus on:

- minimum procedural requirements
- emergency and incident response training
- safety, health, quality, and environment
- compliance and reporting requirements

A record of any training sessions shall be retained in accordance with the Richgro Standard Operating Procedure.

The following details must be included in training records:

- name of personnel attending the training
- overview of training content
- date of attendance
- name of trainer
- if applicable name of the organisation providing the training

Copies of training records will be retained within the Site Office or appropriate personnel file.

14. Risk Management

The purpose of risk management via a risk assessment is to capture the hazards (risks) related to the operational aspects of the Composting Facility.

This considers the various risks and hazards associated with the operation of the Composting Facility. The likelihood and impact of the hazard (risk) is then determined (using the rating system in Attachment 2). The risk assessment then identifies appropriate controls for activities to manage the hazard (risk), including reference to relevant management plans, policies and / or procedures. The likelihood and impact are reassessed to determine the residual risk.

The risk assessment has been developed with input from relevant resources, the DWER Licence and Decision Report for the facility, along with external consultant and Richgro personnel knowledge.

The risk assessment identifies the preventative measures required to minimise the risk of incidents. This risk register shall be reviewed bi-annually or at other times such as when new aspects or impacts are identified, or new plant or equipment is introduced to the operation.

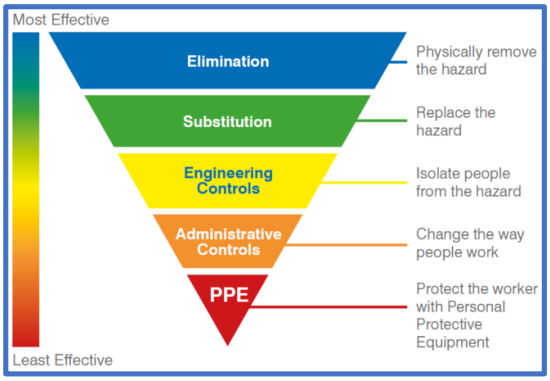
15. Hazard / Incident Reporting

Should a dangerous situation or hazard be identified at the Composting Facility it is the responsibility of all personnel, whether direct employee, contractor or vehicle driver to rectify the situation where possible and report immediately to their direct manager or Manager of a Division at Richgro.

Once a report has been made to the Supervisor/Manager using the Hazard Report Form they shall determine what action is required to make the situation safe, giving consideration to the hierarchy of control process.

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Hierarchy of control



This action may be:

- Appropriate actions to amend processes to either eliminate, isolate, or reduce the hazard
- Taking the equipment out of service and reporting the fault to the Workshop Manager or his authorised representative, if this is the case the equipment must be tagged with an out of service tag
- Determining that the fault is minor and continuing the use of the equipment and reporting the fault to the Workshop Manager or his authorised representative
- Placement of suitable safety workplace warning signs if the hazard is a non-mechanical hazard (such as a wet floor etc)

Hazards reported will be investigated as per Richgro SOP 4.02.

Corrective and/or preventive actions agreed upon, to minimise or remove the hazard shall be implemented as soon as possible to prevent incident or injury, damage to person or equipment.

Such actions may include:

- Modification of equipment or machinery by placement of guards
- Other modification which is considered to be the adequate solution for the notified hazard
- Placement of barriers to prevent persons or vehicles entering a specific area
- or other corrective action

Should a situation arise within the operational area of Richgro that results in a near miss or incident (injury to person and/or damage to property (equipment)) it is the responsibility of all personnel, whether direct employee, contractor, or vehicle driver to report the incident immediately to their direct manager or Manager of a Division within Richgro.

Once a report has been made to the Supervisor/Manager the appropriate Incident / Accident Report Form shall be completed and an investigation of the root cause of the near miss / incident / accident shall be undertaken by the appropriate person. Recommendations into remedial actions and prevention of potential recurrence will also be identified during the investigation process.

In the case of any injury or harm to the health of an employee or another person on site which requires medical attention, the appropriate receipt of first aid shall be arranged immediately. In more severe circumstances the appropriate emergency service (ambulance) shall be arranged.

Richgro have available the services of medical practitioners (Sonic Health Group Medical Centre Ph. 9455 2403) that are located within 8.5km from the site and an Emergency Department at Fiona Stanley Hospital located (12km from the site. [Robin Warren Drive, Murdock]).

16. Enquiries and Complaints Management

The Composting Facility Supervisor / Manager must immediately notify Richgro, Jandakot Management if a complaint is received in respect to environmental aspect of the operational activities (for example pollution or non-compliance). Richgro, Jandakot Management will immediately notify the appropriate State and regulatory bodies as required by legislation.

The complaints procedure is outlined in Richgro SOP 6.11.

Strict requirements will apply to the handling of complaints to ensure the cause of the complaint is investigated and if applicable rectified as soon as possible.

The means by which any enquiries or complaints received from regulatory authorities, interest groups or the general public will be managed in accordance with the Richgro SOPs. These procedures identify key communication mechanisms for enquiries and complaints.

For environmental complaints these include:

- Establishment of a 24-hour contact number
- Recording details of complaint received in respect to the activities
- Recordings details of actions taken, and response given
- Notification and reporting requirements, intended strategies to reduce complaints or incidents of a similar nature

Details of all complaints including summary of main areas and issues of complaint or the cause of the incident, action taken, response given and intended strategies to reduce complaints or incidents of a similar nature will be collated into an annual Complaints Report.

17. Environmental Management

Odour Management

All waste materials from the office and amenities shall be disposed in the appropriate bins and removed or delivered to the local refuse site.

When wastes, such as tree and vegetation cuttings are processed, the organic material may emit odour as a result of early decomposition or its natural organic composition. This odour is often described as earthy in nature.

Dust Management

The access road into the Composting Facility and the operational area are all asphalt hardstand areas. The surrounding area to the operational area is low in vegetation growth

Dust particles may arise from the operational areas due to the drying of organic materials and being windblown. The following points shall minimise the potential for dust emissions from the operations.

- All trucks delivering or removing material shall be covered.
- A watering system shall be utilised to moisten the dusty organic materials as necessary.
- Traffic speed limit of 40km/hr shall apply to all vehicles
- Organic windrow heights shall not exceed 3 metres.
- Organic windrow width shall not exceed 6 metres.
- Organic windrow length shall not exceed 120 metres.

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- Stockpile heights shall be maintained at a height of 5 metres for green waste or other feedstock materials (e.g., pine bark).

The Composting Facility will have installed a windsock for monitoring wind direction and strength during operational hours. Attachment 5 provides an overview of the proposed actions and reporting requirements given various weather conditions.

Noise Management

The operational equipment utilised at the Composting Facility shall be equipped where possible with sound reversing squelchers rather than the standard reverse beepers. Operational activities will be arranged during normal operating hours of the facility being 0600 to 1800, Monday to Sunday.

All operational vehicles at the facility shall be maintained and serviced as per SOP 7.02 Mobile Plant Machinery maintenance.

Traffic Management

Traffic visiting the facility will be either delivery or pickup vehicles suitable for the transportation of feedstock / products. The majority of the vehicles will be covered (tarpaulin) or box tipper trailers.

As the operational area consists of a large hardstand there will be a dedicated ring road for the directional flow of traffic, with a speed limit of 40km per hour.

All vehicles entering the Richgro premises are required to announce their attendance via UHF radio frequency #14 to the operation team.

Leachate Management

The composting operations at the facility shall be conducted on the hardstand area only.

The construction of the hardstand is such that any residual liquid from the composting process or natural rainfall shall flow towards a fully lined leachate pond. The leachate ponds have a combined total capacity of approximately 55,000 KL.

The water level within the pond shall be monitored by the operational team to ensure a freeboard level of at least 300mm is maintained.

Monitoring Bores

The facility has installed four monitoring bores that will be sampled on a six-monthly basis and tested for various parameters. These parameters shall be aligned with the other Richgro prescribed premises Licenses (Jandakot [L7308/1998/14]).

The parameters for testing water samples from the monitoring bores are provided within Attachment 6.

Waste Management

The Composting Facility shall generate minimal waste from operational personal, and this waste shall be disposed at the appropriate licenced waste management facility.

Feedstock arriving at the premises shall be inspected upon arrival and if deemed to be not to specification requirements, then the feedstock shall not be unloaded and the responsibility for the feedstock will be on the carrier to dispose of in the appropriate manner. An example would be green waste that has plastic or other contamination items (demolition material).

18. Emergency Preparedness

Internal procedures shall be established for the facility and the appropriate information and assembly location shall be identified at the entrance to the facility.

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The Emergency Procedures will also provide contact details and where relevant specific timeframes for notifying relevant authorities in the event of an environmental emergency. A copy of this plan is provided in Attachment 8.

19. Operational Controls

The Composting Facility operational controls shall correlate with the Richgro Quality Assurance SOPs associated with the manufacturing of composts, soil conditioners and mulches.

These procedures ensure the receival of material to the facility are supported with appropriate paperwork and are processed within a specified time period. They also provide procedures for composting methodology, testing requirements and finished product despatch arrangements.

The recording of all incoming and outgoing material is via the Richgro accounting system (Pronto).

The Composting Facility receives solid organic materials to produce composted products, mulches and / or soil blended products. It also receives sold and liquid waste material suitable for processing within the Anaerobic Digestate Facility. Attachment 7 provides an overview of operational activities at the Nowergup Facility.

20. The Management Framework.

This Management plan has been prepared in accordance with Richgro's SOPs.

Richgro's System outlines the overarching obligation to ensure the effective management and monitoring of the workplace, including the safety and environmental aspects of the workplace.

This FMP is developed to manage operational aspects so as to limit the impact on the environment.

Management Plan Review and Audit

This FMP will be reviewed in accordance with the document control procedures.

The Composting Facilities operations shall participate in an annual workplace inspection that includes all environmental aspects as per the SOP 6.09 Quality Procedures 'Audit Management'.

21. Supporting Richgro Procedures

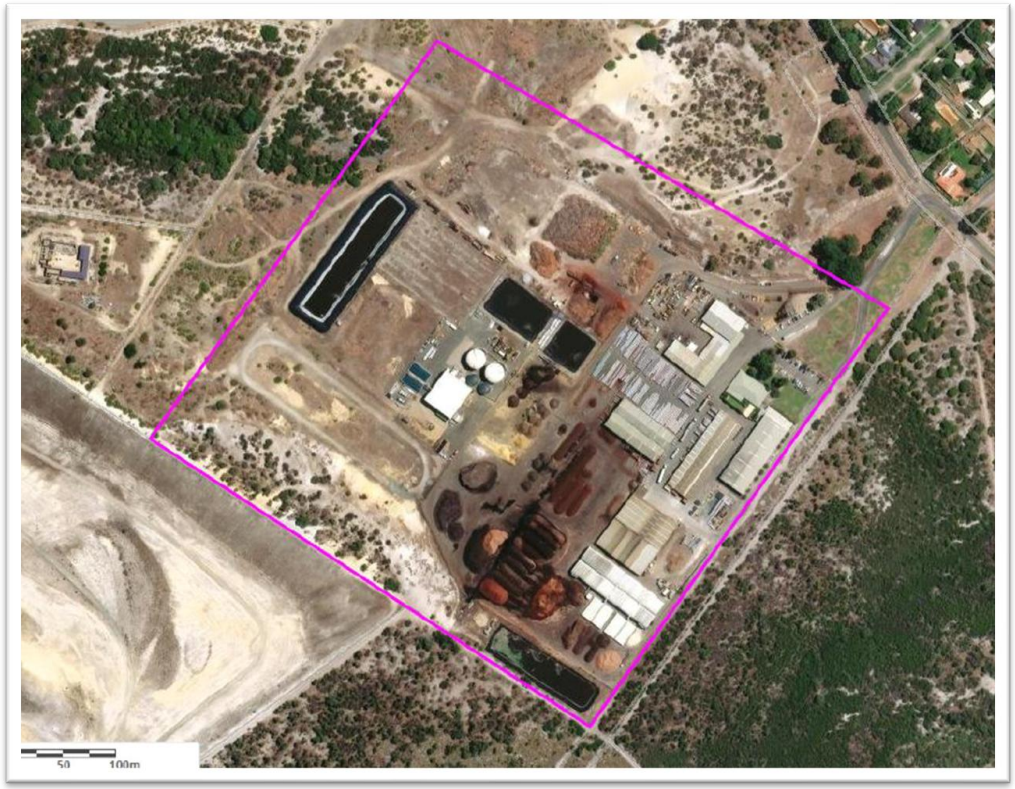
The following procedures support the implementation of this Composting Facility Management Plan.

- SOP 1.04 Company Policies & Procedures – Staff Training
- SOP 1.12 Company Policies & Procedures – Risk Management
- SOP 2.01 Incoming Material Control Procedures – Incoming Material Inspection & Testing
- SOP 3.03 Manufacturing Procedure – Composting Process
- SOP 3.03A Manufacturing Procedure – Composting Process – Harvest Quest MSAP Methodology
- SOP 4.02 Workplace Health & Safety Procedure – Hazard, Incident & Accident
- SOP 6.09 Quality Assurance Procedures – Internal & External Quality Audits
- SOP 6.11 Quality Assurance Procedures – Complaint Management
- SOP 7.02 Mobile Plant Machinery

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Attachment 1

Premises Operational Area



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Attachment 2

Risk Rating System

Likelihood Level	Descriptor	Description	Impact	Descriptor	Description	Residual Risk Level	Risk Acceptance	Risk treatment action
5	Almost certain	The risk event is expected to occur in most circumstances	5	Severe	Catastrophic onsite impacts High level offsite impacts High level or ongoing medical treatment – adverse public health or loss of life. Amenity loss on local scale permanent.	Extreme	Unacceptable	Treatment is **mandatory**. Approved treatment must be implemented IMMEDIATELY Specific approval by the Management Team is required prior to continuing. Existing controls must be reviewed on a ***quarterly basis***.
4	Likely	The risk event will probably occur in most circumstances	4	Major	High level onsite impacts Mid-level offsite impacts. Mid-level or frequent medical treatment for adverse public health. Amenity loss on local scale high.	High	May be acceptable subject to multiple controls	Treatment is **mandatory**. Approved treatment plans must be implemented. Specific approval by the Management Team is required prior to continuing Existing controls must be reviewed on a ***six mthly basis***.
3	Possible	The risk event could occur at some time	3	Moderate	Mid-level onsite impacts Low level offsite impacts Low level or occasional medical treatment for adverse public health Amenity loss on local scale mid-level	Medium	Accept Risk	Treatment is **not mandatory**. Any further approved treatment plans must be implemented within six months. Existing controls must be reviewed on an ***annual basis***.
2	Unlikely	The risk event will probably not occur in most circumstances	2	Minor	Low level onsite impacts Minimal offsite impacts Potentially no impact on public health Amenity impact on local scale low level	Low	Accept risk	Treatment is **not mandatory**. Existing controls must be reviewed on an ***annual basis***.
1	Rare	The risk event may only occur in exceptional circumstances	1	Slight	Minimal onsite impact Amenity impact on local scale minimal. Nil impact on public health			

The Likelihood multiplied by the Impact of a Hazard / Risk provides the Inherent risk or residual risk.

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Impact	Likelihood of any incident or harm to Environment				
	Rare	Unlikely	Possible	Likely	Almost Certain
Slight	1	2	3	4	5
Minor	2	4	6	8	10
Moderate	3	6	9	12	15
Major	4	5	12	16	20
Severe	5	10	15	20	25

Risk Assessment Information

No.	Activity/Task	Describe Hazard	Risk Assessment (before control measures)			Controls	Risk Ranking (after control measures)		
			Likelihood	Consequence	Risk		Likelihood	Consequence	Risk
1.	DUST	Dust produced as a result of operational activities on site - vehicle movement - air windborne pathways impact on water ways or impact to human amenities	Likely 4	Moderate 3	12	Watering devices to be available on site to supress potential dust emissions from any materials on site. During extreme weather conditions potentially, dusty operations are to be postponed.	Unlikely 2	Slight 1	2
2.	NOISE	Noise produced as a result of operational activities on site - vehicle movement - impact to human amenities	Likely 4	Moderate 3	12	Operations on site to be during approved operational times. Combined (activities) noise levels to be avoided. Reversing squelches. Regular maintenance of operational machinery.	Unlikely 2	Slight 1	2
3.	ODOUR	Odour emitted as a result of operational activities on site - liquid application to green waste - impact to human amenities	Almost Certain 5	Major 4	20	Odour emitting organic waste to be processed within specified timeframe. Harvest Quest composting methodology reduces frequency of turning process for composting windrows. All general waste to be disposed of via appropriate facility on regular basis.	Possible 3	Moderate 3	9
4.	LEACHATE	Leachate as a result of operational activities on site - liquid application to green waste - storage of leachate in leachate pond - seepage of groundwater / overflow from leachate pond	Likely 4	Major 4	16	Operational Hardstand graded to a dedicated lined leachate pond. Hardstand ring road to be cleared regularly of organic build-up that may cause pooling of water and prevent natural flow to leachate pond. Regular monitoring of groundwater.	Unlikely 2	Moderate 3	6
5.	VERMIN	Vermin attracted to site as a result of operational activities on site	Likely 4	Moderate 3	12	All rubbish that vermin may be attracted to shall be removed regularly and disposed at an appropriate facility on regular basis.	Unlikely 2	Minor 2	4
5.	FIRE	Extreme conditions resulting in self-combustible compost / green waste pile - particulates (smoke)	Possible 3	Major 4	12	Monitoring of windrow (stockpile) temperatures Sprinkler system within the operational area to dampen windrow (stockpile). Firefighting equipment & fire breaks	Rare 1	Major 4	4

Note: Nearest sensitive receptor is the Three Ways Roadhouse, 3.8km south, southeast. Nearest water ways (Gringer Creek tributary of the Hotham River) are located 4.4km south

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Attachment 3

Obligations Register

This on-site Register shall identify all Obligations (Commonwealth and State legislation, approvals, licences, permits and policies) specific to the Composting Facility at Richgro, Nowergup.

Level of Regulation	Regulatory Body	Comment
State	Department of Environment (DWER)	Environment Protection Act 1986 Environment Protection Regulations 1987
	Department of Environment (DWER)	Controlled Waste Fact Sheet #9: Controlled Waste Facilities (Receipt of Liquid Waste -K category)
	City of Cockburn	Council Planning Approval Council Permit to Occupy
	Work Safe. WA	Code of Practices
	Department of Mines, Industry Regulations and Safety	Occupational Safety & Health Act 1984 WA
Federal	Work Safe Act	Applicable Health & Safety legislation Work Health & Safety Act 2011 (Australian Government)
	Work Safe Regulations	Applicable Health & Safety Regulations Work Health & Safety Regulations 2011 (Australian Government)
Richgro Internal Documents	Management Plans	Composting Facility Management Plan (Nowergup) Fire Management Plan (Nowergup)
	Procedures	All SOP's relevant to the composting operations of the facility
	Policies	Safety Policy Environmental Policy Quality Policy
	Safe Work Practices	All SWP's applicable to the operation of the facility

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Attachment 4

Incident Response Plan

All incidents and emergency preparedness and response will be managed in accordance with a Richgro, Nowergup Composting Facility Specific Emergency Response Plan.

Incident	Impact	Response	Contacts	Actions
Flood from damage to water mains or other water pipework.	Excessive water in Operational area or office amenities area. Restriction to water supply to the facility. Damage to civil works or other parts of the Site office amenities.	Emergency services If required (Fire Brigade)	Dial 000 Local Water Services Local Shire Ranger Contract Richgro Jandakot Management	If equipment available arrange directional flow of water away from structural buildings or footings.
Flood from excessive rain	Excessive water on Facility site. Damage to civil works or other parts of Facility.	Emergency services if required. Cease works on site.	Dial 000 Contact Richgro, Jandakot Management	If equipment available arrange directional flow of water away from structural buildings & footings. If pumps available arrange drainage of water away when rain has ceased.
Fire from Lightning, Bushfire or other external source	Damage to buildings and parts of plant and equipment. Potential damage to Richgro, property. Damage to surrounding vegetation	Emergency services Fire Brigade On-site Hose Reel or Fire Extinguisher	Dial 000 Contact Richgro, Jandakot Management	If equipment available and safe to do so, use appropriate firefighting equipment to extinguish the fire. Evacuate the area and raise the alarm as per evacuation procedures
Fire from repairs or maintenance work related activities	Damage to buildings and parts of plant and equipment. Potential damage to Richgro, property	Emergency services Fire Brigade On-site Hose Reel or Fire Extinguisher	Dial 000 Contact Richgro, Jandakot Management	If equipment available and safe to do so, use appropriate firefighting equipment to extinguish the fire. Evacuate the area and raise the alarm as per evacuation procedures
Damage to Electrical mains due to Facility repairs and maintenance activities. I.e.: downed power line, exposed and damaged power cables	Potential for electrical shock to persons or equipment becoming electrified.	Emergency services Fire Brigade	Dial 000 Local Power supply Contact Richgro, Jandakot Management	Evacuate the immediate area remain at least 8 metres away. Isolate the area, if possible, by removing electrical sources.

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Incident	Impact	Response	Contacts	Actions
Dust from Facility site effecting the surrounding amenity.	Creating dusty layer on other facilities and surrounding buildings.	Dust suppression activities to be undertaken in dry weather to prevent the creation of dust during the life of the Facility operations.	Contact Richgro, Jandakot Management	Placement of appropriate wetting equipment at various locations of the Facility site so that Facility personnel can access easily.
Spill of substances i.e.: diesel, engine oil etc.	Causing contamination to the soil on site Causing damage to Facility operational area (concrete / plastic pipework / machinery).	Depending on the size of the spill Use Spill kit for immediate containment of the substance. Use absorbing substance Emergency Services if required (Fire Brigade)	Contact Richgro, Jandakot Management Dial 000	Contain the spill, when possible, remove any item that may be damaged from the spread of the spill. Remove any flammable items from the flammable substances. Where possible cover the substance with absorbing material such as sand. Clean up area and remove contamination to appropriate facility
Leak in pipework or holding tanks during operations of the facility	Excessive water or other liquid substance on the site.	Emergency services if required. Cease works on site.	Dial 000 Contact Richgro, Jandakot Management	Control flow of liquid in the pipework/tanks immediately leak is noticed. If equipment available arrange directional flow of liquid in the right direction. If able attempt to capture recycle the water/liquid with organic material.

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Attachment 5

Weather Monitoring

The below table provides an overview of the proposed actions and reporting requirements given various weather conditions.

Weather Category	Impact	Response	Contacts
Severe Electrical Storm	Potential lightning strike to surrounding area (Jandakot National Park, or operational area). Subsequent fire from lightning strike.	During Operational Hours - Ensure personal safety at all times - Remove personal from open area - Cease operations. - Site Supervisor / Operator to monitor weather pattern. Non-Operational Hours - Management to monitor weather pattern within area of Composting Facility. - Management to instruct operational team of any amendments to normal operational requirements before or after storm activity.	Contact Richgro, Jandakot Management Dial 000 if required
Severe Winds (Easterly)	Potential increase in dryness to organic material on site. Potential for increase in air (windblown) particulates Subsequent increase in temperature of organic windrow or stockpiles. Subsequent increase in windblown organic material causing extreme dusty conditions.	During operational hours - ensure personal safety at all times. - personal to wear appropriate PPE eye wear. - operational watering controls to be activated to reduce dryness of organic material on site. - if very severe winds, operational activities that create uplift of organic particles to be postponed (ceased). Non-Operational Hours - Management to monitor weather pattern within area of Composting Facility. - Management to instruct operational team of watering requirements at the commencement of shift.	Contact Richgro, Jandakot Management Dial 000 if required

The following wind speed descriptions shall be utilised to guide operational personal.

Wind Speed (KmPH)	Term	Description
0-5	Calm	Smoke goes straight up
6-20	Light	Wind is felt on face; weathervanes turn, leaves rustle
21-39	Moderate	Raises dust; flags flap
40-61	Strong	Large branches move; umbrellas turn inside out.
>61	Extreme	Large branches move and trees may bend, persons are unable to walk horizontally, equipment may be moved by wind force.

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Attachment 6

Water Samples – Monitoring Bores

Leachate Ponds and Monitoring Bores located at the Jandakot facility.



Leachate Pond and Monitoring Bore water samples are collected on a quarterly basis and tested in accordance with the current DWER licence requirements.

Each leachate pond shall maintain a freeboard of 300mm.

The leachate pond system is interconnected, whereby Pond 1 and Pond 2 connect to Pond 3. Pond 3 connects to Pond 4 via filtration system.

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Attachment 7

Operational Activities

Hardstand Clearance

The parameter of the operational hardstand shall consist of a 4-metre clearance area for directional traffic flow.

Windrow Construction

Windrows shall be constructed of appropriate organic material and positioned in the allocated area on the hardstand. (Refer Attachment 1)

The windrows shall not exceed a length of 120 metres, maximum height of 3 metres and maximum width of 6 metres. The separation distance between windrows shall be maintained to enable sufficient access for firefighting equipment to pass between.

Production Monitoring

The following Richgro SOPs shall govern the manufacturing of composts, soil conditioners and mulches.

- SOP 2.00 – Incoming Material Management Procedures
- SOP 3.00 – Manufacturing Management Procedures

In summary these procedures (as at October 2021) outline the testing parameters in relation to temperatures, moisture, oxygen concentration, carbon to nitrogen ratio and length of time for compost to mature.

- An input nutrient balance (carbon: nitrogen ratio) of 25:1 to 35:1 is to be achieved when forming windrows.
- Moisture levels in the composting windrows shall be maintained between 40 to 60 percent.
- Oxygen levels in composting windrows should be maintained at optimal range of 12 to 15% throughout the pile.
- Temperature, Oxygen and Moisture levels of each composting windrows to be monitored twice weekly and results recorded.
- The core temperature of the composting windrows shall be maintained between 55 ºC and 65 ºC for a period of at least two consecutive weeks, with at least two weekly measurements being taken per week, (at least three days apart).
- Composting Windrows to be turned as required by the Harvest Quest Methodology SOP 3.03A, adopted and approved by the Australian Standards (SAI Global).

Standards and Certification of Products

Richgro have the approval for some of our products as part of Australian Standards AS4454 and also organic verification of some of our products in accordance with Australian Certified Organic (ACO) Standard 2019 v1.

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Attachment 8

Emergency Management Plan

Jandakot– Emergency Evacuation Procedure

Activities associated with the Acourt Road Operations involve continued operation of large moving equipment. Should an emergency situation arise at all personnel are to act according to the severity of the situation.

Minor Emergency	Moderate Emergency	Major Emergency	Catastrophic Emergency
Examples - Small mulch or green-waste smoulder burn - Minor Fuel Spill - Minor chemical spill - Minor Vehicle incident	**Examples** - large mulch or green-waste smoulder burn - Large Fuel Spill - Large Chemical Spill - Plant or Equipment fire that is contained	Examples - non contained mulch or green-waste fire - Plant or Equipment fire that is NOT contained - localised controlled bushfire	Example - Out of control Mulch or green waste fire - Out of control Plant or Equipment Fire - Out of control Bush Fire near or approaching the site
Action Required - Assess the situation ensure all personnel are safe - Implement firefighting equipment or clean up equipment to contain smoulder or spill.	**Action Required** - Assess the situation ensure all personnel are safe - Implement fire fighting equipment to contain & extinguish burn / fire. - Use clean up equipment & additional soil to contain spill.	**Action Required** - Assess the situation ensure all personnel are safe - Implement firefighting equipment to contain fire if safe to do so. - **call** Triple Zero **(000) for assistance if required** - If unsafe - Evacuate to muster point.	**Action Required** - Inform all personnel on site to Evacuate - Evacuate via safest route - Evacuate with vehicle if required - **call Triple Zero (000)** - inform management of situation
Reporting Requirement - Verbal notification to Management - Complete Accident / Incident report - Follow up Investigation Report - Implement Changes	**Reporting Requirement** - Verbal notification to Management - Complete Accident / Incident report - Follow up Investigation Report - Implement Changes - Notification to Regulatory authorities if required due to infrastructure damage.	**Reporting Requirement** - Verbal notification to Management - Complete Accident / Incident report - Follow up Investigation Report - Implement Changes - Notification to Regulatory authorities.	**Reporting Requirement** - Verbal notification to Management - Complete Accident / Incident report - Follow up Investigation Report - Implement Changes - Notification to Regulatory authorities
Personnel / Visitors **Remain on site**	**Personnel / Visitors** **Remain on site if safe to do so**	**Personnel / Visitors** **Assemble at Evacuation Muster Point** **Assess to remain or leave site.**	**Personnel / Visitors** **Evacuate site & area immediately**

SITE EMERGENCY MUSTER POINT

IS AT THE FRONT GATE NEAR MAIN OFFICE

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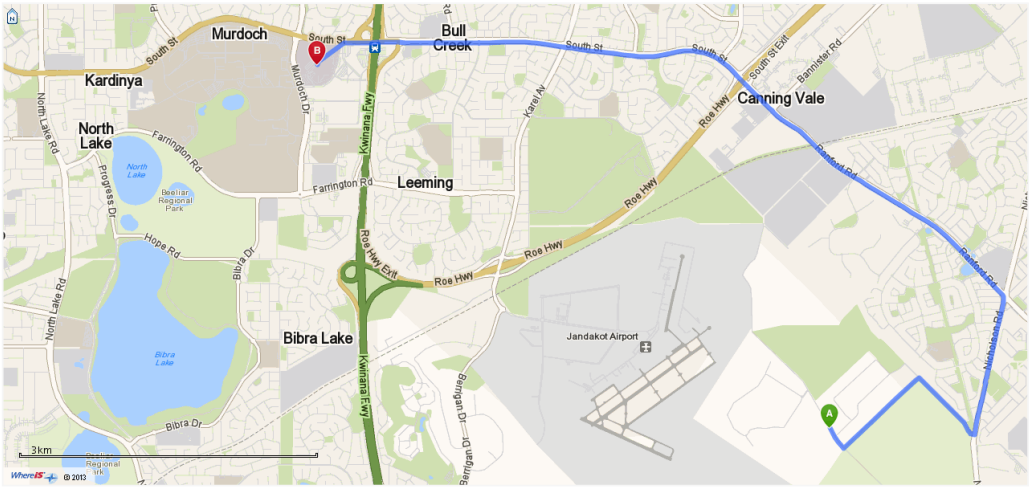
Accident & Emergency Hospital Route

This appendix shows the route to the nearest Accident & Emergency Hospital including a map and directions.

Nearest
Accident & Emergency Hospital: Fiona Stanley Hospital
Emergency Department
Robin Warren Drive
Murdoch , WA

PH 6152 2222

Directions:



1. ***Exit right out of the Richgro Site*** **onto Acourt Road for (250 metres)**
2. **Turn left onto Fraser Street (1.0 km)**
3. **Turn right onto Clifton Road (800 metres)**
4. **Turn left onto Nicholson Road (1.4 km)**
5. **Turn left onto Ranford Road (3.1 km)**
6. **Continue onto South Street (4.6 km) cross over the Kwinana Freeway**
7. **Turn left onto Fiona Wood Road (800 metres) follow directional signs to the Emergency Department**

Arrive at Fiona Stanley Emergency Department

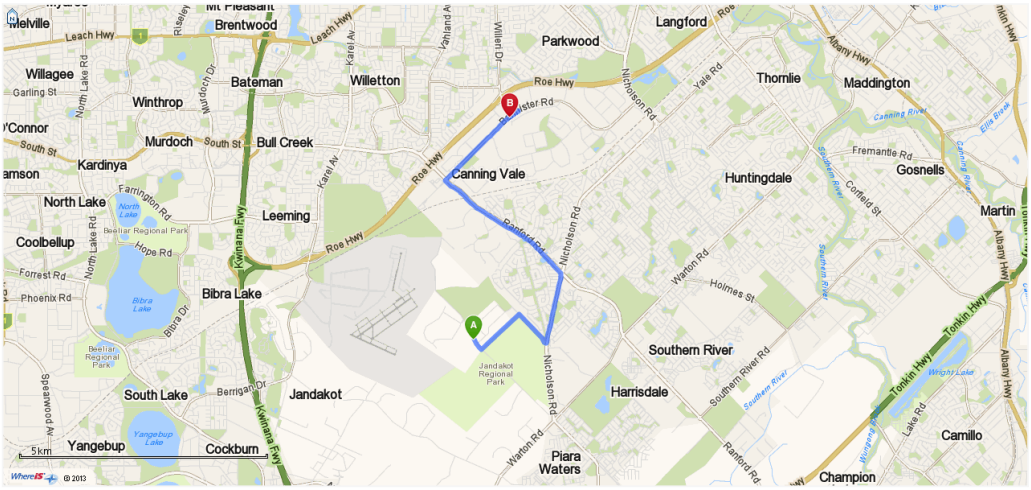
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Accident & Emergency Medical Centre Route

This appendix shows the route to the nearest Medical centre (Doctors) including a map and directions.

Nearest
Accident & Emergency Hospital: Sonic Health Group
Unit 5/ 190 Bannister Road
Canning Vale WA
Open MON 7.30am – 4pm TUE-FRI 7.30am – 3.30pm
Phone: 9455 2403

Directions:



1. ***Exit right out of the Richgro Site*** **onto Acourt Road for (250 metres)**
2. **Turn left onto Fraser Street (1.0 km)**
3. **Turn right onto Clifton Road (800 metres)**
4. **Turn left onto Nicholson Road (1.4 km)**
5. **Turn left onto Ranford Road (3.1 km)**
6. **Turn right onto Bannister Road (2.1km)**
7. **Arrive at Prime Health Group**

1.

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Emergency & Contact Details

Emergency Department	000
Fire / Ambulance / Police	
Police	131 444
Sonic Health Group Medical Centre Monday to Friday from 7.30am – 3.30pm	9455 2403
Fiona Stanley Emergency Hospital 24 Hours	6152 222
City of Cockburn Council Ranger Services	9411 3444 1300 267 233 A/Hours

Richgro Management

Richgro Managing Director Tim Richards	0412 378 012
Richgro Operations Manager Troy Franks	0412 378 015
Richgro Production Manager John Giglia	0412 684 335

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City of Cockburn
Planning Services
PO Box 1215
Bibra Lake WA 6965

Development Application – Proposed Additional Catchment Pond
Lot 186, No. 203 Acourt Road, Jandakot

Dear Planning Officer,

We submit this development application on behalf of the landowner for the proposed construction of an additional catchment pond at the above-mentioned property. This letter is intended to accompany the client's supporting documentation and briefly outline the proposal in relation to the submitted drawings.

Project Overview

The application relates to the construction of an additional lined catchment pond within an established industrial/commercial site. The subject site already contains multiple existing ponds and associated infrastructure, with the proposed pond (identified as Pond #5) located internally within the lot.

As shown on the *site plan (page 2)* and *pond plan (page 3)* of the submitted drawings , the new pond is positioned to integrate with the existing drainage and operational layout of the site. The works include excavation, battering, and lining of the pond to accommodate stormwater management requirements.

Approval Requirements / Non-Compliance

Based on the nature of the works, development approval is required for site modification and the addition of new infrastructure.

The proposal is considered consistent with the existing approved use of the site and does not introduce any new land use conflicts. The pond is located well within the property boundaries and does not impact setbacks, building envelopes, or adjoining land uses.

Phone: 93982139 **Email:** office@domesticdraftingservice.com



Additional Notes

The proposed works are considered a logical extension of the existing site infrastructure and will improve on-site water management capacity. The design has been prepared to align with the operational needs of the site while minimising any external impact.

Conclusion

We trust the above, along with the accompanying documentation, provides sufficient detail for assessment. This submission is intended to support the client's application and does not duplicate the detailed justification already provided by the applicant.

Should you require any further information or clarification, please do not hesitate to contact our office.

Yours sincerely,

Domestic Drafting Service
08 9398 2139
office@domesticdraftingservice.com

Government of Western Australia
Department of Water and Environmental Regulation

OFFICIAL

Licence

Licence number	L7308/1998/14
Licence holder	A. Richards Pty Ltd
ACN	008 734 852
Registered business address	203 Acourt Road JANDAKOT WA 6164
DWER file number	INS-003082
Duration **Date of issue**	23/10/2025 to 22/10/2045 22/10/2025
Premises details	Richgro Garden Products 203 Acourt Road JANDAKOT WA 6164 Legal description - Part of Lot 186 on Deposited Plan 109038 As defined by the coordinates in Schedule 2

Prescribed premises category description (Schedule 1, *Environmental Protection Regulations 1987*)	Assessed production / design capacity
Category 61: Liquid waste facility – premises on which liquid waste produced on other premises (other than sewerage waste) is stored, reprocessed, treated or irrigated.	25,000 tonnes per annual period
Category 61A: Solid waste facility – premises (other than premises within category 67A) on which solid waste produced on other premises is stored, reprocessed, treated or discharged onto land.	100,000 tonnes per annual period
Category 67A: Compost manufacturing and soil blending – premises on which organic material (excluding silage) or waste is stored pending processing, mixing, drying or composting to produce commercial quantities of compost or blended soils.	100,000 tonnes per annual period

This licence is granted to the licence holder, subject to the attached conditions, on 22 October 2025, by:

Steve Checker

Digitally signed by Steve Checker
Date: 2025.10.22 16:36:28 +08'00'

Stephen Checker
MANAGER, WASTE INDUSTRIES
an officer delegated under section 20 of the *Environmental Protection Act 1986* (WA)

Licence history

Date	Reference number	Summary of changes
17/10/2014	L7308/1998/13	Licence reissue
29/04/2016	L7308/1998/13	Department initiated licence amendment to extend the licence duration
12/02/2018	L7308/1998/13	Licence review including occupier initiated licence amendment to include an anaerobic digestion plant onto licence
20/03/2018	L7303/1998/13	Department initiated amendment to correct administrative errors and minor changes following granting of licence reissue
18/09/2018	L7303/1998/13	Amendment Notice 1: Department initiated amendment to modify groundwater monitoring requirements
16/03/2020	L7303/1998/13	Licence Amendment: Amendment to licence conditions to reflect the Harvest Quest method of composting and to incorporate infrastructure previously omitted
20/10/2022	L7303/1998/13	Licence Amendment: Amendment to licence to include additional wooden feedstocks into waste acceptance and amalgamation of licence into current format including the removal of redundant conditions.
22/10/2025	L7303/1998/14	APP-0028140 Licence renewal granted

Interpretation

In this licence:

(a) the words ‘including’, ‘includes’ and ‘include’ in conditions mean “including but not limited to”, and similar, as appropriate;

(b) where any word or phrase is given a defined meaning, any other part of speech or other grammatical form of that word or phrase has a corresponding meaning;

(c) where tables are used in a condition, each row in a table constitutes a separate condition;

(d) any reference to an Australian or other standard, guideline, or code of practice in this licence:

  (i) if dated, refers to that particular version; and

  (ii) if not dated, refers to the latest version and therefore may be subject to change over time;

(e) unless specified otherwise, any reference to a section of an Act refers to that section of the EP Act; and

(f) unless specified otherwise, all definitions are in accordance with the EP Act.

NOTE: This licence requires specific conditions to be met but does not provide any implied authorisation for other emissions, discharges, or activities not specified in this licence.

Licence conditions

The licence holder must ensure that the following conditions are complied with:

Feedstock controls

1. The licence holder must only accept feedstock materials at the premises if:

(a) It is of a type specified in Table 1; and

(b) It meets any specification of quantity limit specified in Table 1.

Table 1: Feedstock Table

Material	Specification or quantity limit
Solid wastes	
Green waste	30,000 tonnes/annual period
Sawdust	20,000 tonnes/annual period
Pine bark	15,000 tonnes/annual period
Poultry manure	Combined limit of 10,000 tonnes/annual period
Cow manure	
Sheep manure	
Grain wastes	Combined limit of 15,000 tonnes/annual period
Packaged and unpackaged solid food wastes	
Untreated wooden timber products	10,000 tonnes/annual period
Liquid wastes	
Waste water from animal processing facilities	Combined limit of 25,000 tonnes/annual period
Waste from grease traps limited to milk solids	
Food and beverage processing wastes	

2. The licence holder must ensure that the following feedstocks are added to the anaerobic digestion process within 48 hours of being received:

(a) Grain wastes;

(b) Solid and liquid food wastes;

(c) Waste water from animal processing facilities;

(d) Waste from grease traps limited to milk solids; and

(e) Unpackaged food and beverage wastes.

Infrastructure and equipment

3. The licence holder must ensure that the site infrastructure and equipment listed in Table 2 and located at the corresponding infrastructure location is maintained and operated in accordance with the corresponding operational requirement set out in Table 2.

Table 2: Infrastructure and equipment controls table

Site infrastructure and equipment	Operational requirement	Infrastructure location
Liquid and leachate controls		
Asphalt hardstand	• 40mm of asphalt underlain by 400mm limestone and road base; • Surface area of approximately 71,945 m^2; • Has a hydraulic conductivity of less than 1 x 10^{-8} m/s; and • Graded to a 1 in 100 fall towards leachate ponds.	Figure 2: Premises layout in Schedule 1
Limestone hardstand	• 500mm compacted limestone; • Surface area of approximately 6,825 m^2; and • Graded to a 1 in 100 fall towards leachate ponds.	Figure 2: Premises layout in Schedule 1
Pond 1	• 7,200 m^3 capacity; • Dimensions of 45m x 40m x 4m; and • Lined with 1.5mm HDPE.	Figure 2: Premises layout in Schedule 1
Pond 2	• 10,400 m^3 capacity; • Dimensions of 65m x 40m x 4m; and • Lined with 1.5mm HDPE.	Figure 2: Premises layout in Schedule 1
Pond 3	• 16,000 m^3 capacity; • Dimensions of 100m x 40m x 4m; and • Lined with 1.5mm HDPE.	Figure 2: Premises layout in Schedule 1
Pond 4	• 24,000 m^3 capacity; • Dimensions of 150m x 40m x 4m; and • Lined with 1.5mm HDPE.	Figure 2: Premises layout in Schedule 1
Groundwater monitoring bores	• One bore at each of the locations MB1, MB2, MB3, MB4, MB5, MB6, MB7, MB8, MB9, MB10 and MB11.	Figure 2: Premises layout in Schedule 1
Wash Down Bay	• 15mx5m concrete pad raised above bitumen surrounding; • Two interconnected catchment sumps; • Filtration system Ø2200 x 1800 deep storage tank, 100mm wall thickness; • 6.217 L capacity; • Tank lid Ø650mm x 200mm thick; and	Figure 2: Premises layout in Schedule 1

Site infrastructure and equipment	Operational requirement	Infrastructure location
	• Pump system to filter storage shed.	
Clearmake waste pre-treatment system	• CL 1.5 SS; • 0.42 litres per second flow rate (max); and • Outlet to sump that is interconnected to onsite leachate dam system.	Located with Wash Down Bay as shown in Figure 2: Premises layout in Schedule 1
Odour Controls		
Pond aeration system	• One subsurface diffuser aerator and snorkel system (Pond 1); • One aerator pump fitted with four aeration units floating on pond surface (Pond 2); • Two aerator pumps, each fitted with four aeration units floating on pond surface (Pond 3); • Two aerator pumps, each fitted with four aeration units floating on pond surface (Pond 4) and • Operational 24 hours a day in ponds.	Associated with Ponds 1 to 4 as shown in Figure 2: Premises layout in in Schedule 1
Pond sump and screens	• To prevent solid material entering the ponds; • Five 4.5m x 6m with sediment traps (Three servicing Pond 1, two servicing Pond 2); and • One 4.5m x 15.5m with sediment trap (servicing Pond 3).	Associated with Ponds 1 to 4 as shown in Figure 2: Premises layout in in Schedule 1
Receival Hall with odour extraction system	Operated 24 hours a day under negative pressure and consisting of: • Cool room panelling; • Graded concrete flooring to drainage sump connected to mixing tank; • Two automatic closing doors for vehicle access; • Minimum of one pedestrian access door; • Integrated waste macerator, de-packager and separator connected to mixing tank; • Mixing tank with 11m diameter connected to air extraction system; • Three x 3 sided loading bays for waste storage; and • Air extraction system that is directed to the biofilter for the receival hall.	Figure 3: Anaerobic Digestion Facility in in Schedule 1
Biofilter for Receival Hall	Operational 24 hours a day and to be comprised of:	Figure 3: Anaerobic Digestion Facility in in Schedule 1

Site infrastructure and equipment	Operational requirement	Infrastructure location
	• 20m x 13.4m; • 320m^3 spongelite (fossilised sea sponges compromised predominantly of silica) biofilter bed; and • 7m stack.	
2 x Anaerobic Digestion (AD) tanks	Operational 24 hours a day each with: • 18.7m diameter; • 500m^3 capacity for gas; • Double membrane biodomes; • Pressure detection system; and • Piping to flare and biogas generators.	Figure 3: Anaerobic Digestion Facility in in Schedule 1
Mixing tank	11m diameter enclosed tank connected to the odour extraction system within Receival Hall	Within the Receival Hall as shown in Figure 3: Anaerobic Digestion Facility in Schedule 1
Dosing tank	11m diameter enclosed tank connected to the AD tanks	Figure 3: Anaerobic Digestion Facility in Schedule 1
Final tank	11m diameter enclosed tank connected to the AD tanks	Figure 3: Anaerobic Digestion Facility in Schedule 1
Water treatment system	Consisting of: • Sand filtration; • Chlorine dosing unit; and • Pump system between Pond 3 and 4.	Figure 2: Premises layout in Schedule 1
2 x Generators	Biogas generators each with 1.2MW capacity and connected to AD plant including: • Heat exchanger; • Associated pipework between the AD tanks and biogas generators; and • 8m exhaust stack.	Figure 3: Anaerobic Digestion Facility in Schedule 1
2 x Flare	Enclosed gas flare connected to AD tanks with combustion rate of up to 400m^3/hour.	Figure 3: Anaerobic Digestion Facility in Schedule 1
Composting shed with odour extraction system	Operated under negative pressure with an air extraction system for odour management consisting of: • 4 concrete floored bays (6m wide, 72m long,	Figure 2: Premises layout in Schedule 1

Site infrastructure and equipment	Operational requirement	Infrastructure location
	1.8m high with 150mm thick concrete walls); and • Rapid open/close roller doors at the access points.	
2 x Biofilter for composting shed	Each to be comprised of: • 20m x 13.4m; and • 320m^3 spongelite (fossilised sea sponges compromised predominantly of silica) biofilter bed. Operated 24 hours a day when feedstock is being stored or when composting activities are being undertaken inside this shed.	Figure 2: Premises layout in Schedule 1
Dust controls		
Irrigation ring main	N/A	Equipment associated with the entire site
Fixed and mobile sprinklers	• Operate when visible dust is generated from stockpile surfaces on the premises; • Operate proactively subject to weather forecasting over a 24 hour period; • Reticulated sprinklers must be capable of wetting down the entire surface of all stockpiles on the premises that are subject to dust lift-off simultaneously or within a period of thirty minutes; • Spray reach and rate of flow of sprinklers must be sufficient to reach the top of all stockpiles specified above; and • Spray reach and rate of flow of sprinklers must be maintained in good working order.	Mobile equipment and associated with the irrigation ring main
Water sprays/sprinklers on green waste grinders	Must be functioning when the equipment is in operation.	Equipment associated with mobile equipment
Water sprays/sprinklers on screener		Equipment associated with mobile equipment
Water truck with 12,000L capacity	The water cart must be fitted with high volume side and rear spray bars and/or water cannon to ensure complete coverage of stockpiles and roadways and to assist with dust suppression as required.	Mobile equipment
Abstraction bore(s)	Must be maintained in good working order to ensure that an adequate water supply for the reticulation main is available at all times	Figure 2: Premises layout in Schedule 1

Site infrastructure and equipment	Operational requirement	Infrastructure location
Bagging station	Two bagging plants each consisting of: • Enclosed building; • Hopper; • Conveyor system; • Asphalt floor; and • Dust extraction unit.	Figure 2: Premises layout in Schedule 1
Green waste grinders	• One slow speed Diesel grinder (up to 80m^3/hour) without water sprays; • One high speed electric grinder (up to 400m^3/hour) with water sprays; and • One high speed wood fibre electric grinder system (up to approx. 300m^3/hour) with grinding chamber water injection dust control system. One electric grinder may be used at any one time.	Mobile equipment, electric grinder shown on Figure 2: Premises layout in Schedule 1
Screeners	• One screener (up to 120m^3/hour) for damp compost stockpiles and products (no water sprays); and • One screener (up to 120m^3/hour) for sands and dry products with water sprays.	Mobile equipment
Noise controls		
Vehicles and forklifts	All vehicles and forklifts under operational control of the licence holder must be fitted with broadband reversing alarms.	Mobile equipment

Operational controls

4. The licence holder must only operate the green waste grinder at the location marked 'electric grinder' on Figure 2: Premises layout in Schedule 1 of this licence.

5. The licence holder must not operate the green waste grinder between the hours of 7pm and 7am.

6. The licence holder must ensure that the vehicle access doors on the Receival Hall and Composting Shed are only open when vehicle access is required and that the pedestrian door(s) is used for pedestrian access at all other times.

7. The licence holder must ensure that pond water/leachate used for dust suppression and outdoor composting processes is treated through the water treatment system as depicted on Figure 2: Premises layout in Schedule 1, prior to use.

8. The licence holder must only store and process the materials specified in Table 3 in accordance with the requirements specified in Table 3.

Table 3: Storage and processing requirements

Material	Storage and Processing Requirements
Green waste	Stored and pre-treated on Limestone Hardstand as specified in the Premises Layout Map in Schedule 1 Stored in accordance with the below specifications: i. Stockpiles/windrows must be no larger than 50 m long, 10 m wide and 5 m high. ii. Stockpiles/windrows must be separated by at least 5 m of clear ground and clear of any combustible material. iii. A 100 m buffer zone containing a fuel load below 4 tonnes per hectare must be maintained at all times. iv. . Storage is limited to 21 days from date of receival Monitor temperature and moisture content to ensure: i. temperatures within stockpiles/windrows are maintained below 75ºC. ii. moisture content of materials undergoing mechanical processing is maintained at less than 20 per cent or greater than 45 per cent. Pasteurised, composted and matured only on Asphalt Hardstand or in Composting Shed as specified in the Premises Layout Map in Schedule 1.
Pine bark	Stored, pasteurised, composted and matured on Asphalt Hardstand as specified in the Premises Layout Map in Schedule 1.
Sawdust	Stored, pasteurised, composted and matured on Asphalt Hardstand as specified in the Premises Layout Map in Schedule 1.
Manures	Stored within an enclosed building at all times prior to bagging operations and/or limited use within the composting process for nutrient content purposes.
Grains and solid food waste	Waste may only be stored and pre-treated within Receival Hall as specified in the Premises Layout Map in Schedule 1 when the biofilter serving the AD Plant is in operation and prior to waste entering the mixing tank.
Untreated timber products	Processed on Limestone Hardstand as specified in the Premises Layout Map in Schedule 1. Stored in accordance with the below specifications: i. Stockpiles/windrows must be no larger than 50 m long, 10 m wide and 5 m high. ii. Stockpiles/windrows must be separated by at least 5 m of clear ground and clear of any combustible material. iii. A 100 m buffer zone containing a fuel load below 4 tonnes per hectare must be maintained at all times. Stored, pasteurised, composted and matured on Asphalt Hardstand as specified in the Premises Layout Map in Schedule 1.

Material	Storage and Processing Requirements
Waste water from animal processing facilities	Waste to be unloaded directly from tanker into the mixing tank. Waste may only be to stored and pre-treated within the enclosed mixing tank and dosing tank when the biofilter serving the AD Plant is in operation and prior to processing in the enclosed AD tanks as specified in the Premises Layout Map in Schedule 1
Grease trap waste limited to milk solids	
Vegetable and food processing liquid wastes	
Digestate from on-site Anaerobic Digestion plant	Stored within the final AD tank prior to reuse on-site or removal off-site.

9. The licence holder must maintain a freeboard of at least 300mm within all ponds at all times.

10. The licence holder must maintain at least one metre of leachate or stormwater within all ponds between July and November in each year.

11. The licence holder must ensure that:

(a) the asphalt hardstand areas are maintained and clearance between windrows is maintained to enable leachate or seasonal rainfall to flow to leachate ponds 1, 2 or 3; and

(b) leachate does not pool on open hardstand areas and that the hardstand is graded to convey flow of leachate from the hardstand into leachate ponds 1, 2 or 3.

12. The licence holder must manage the outdoor compost windrows such that:

(a) Windrows are made up of blended materials and turned after the 30th and 44th day of windrow construction;

(b) The core temperature of the composting windrows is maintained between 55 ºC and 65 ºC for a period of at least two consecutive weeks, with at least two measurements being taken per week, at least three days apart;

(c) Moisture level in the composting piles is maintained between 40 to 65 percent;

(d) An input nutrient balance (carbon: nitrogen ratio) of 25:1 to 35:1 is to be achieved when forming windrows;

(e) Windrows shall not exceed three metres high, six metres wide and 120 metres long; and

(f) Individual windrows must be set back from other windrows to allow sufficient access for firefighting equipment to pass between.

13. The licence holder must manage the indoor compost windrows such that:

(a) Windrows are turned within the indoor compost sheds initially and again at four weeks;

(b) The core temperature of the composting pile is maintained between 55 ºC and 65 ºC for a period of at least two consecutive weeks, with at least two measurements being taken per week, at least three days apart;

(c) Moisture level in the composting piles is maintained between 40 to 65 percent;

(d) An input nutrient balance (carbon: nitrogen ratio) of 25:1 to 35:1 is to be achieved when forming windrows;

(e) Digestate from the AD Plant is only blended with feedstock within the indoor composting sheds. The application of digestate to feedstock is via dedicated pipework and blended by mobile plant;

(f) For each compost batch, a maximum of 486.1 tonnes of digestate is blended with a minimum of 595.24 tonnes of green waste within the composting shed;

(g) Compost is only moved outside of the composting shed once the criteria specified in condition 14 have been met.

14. The licence holder must ensure that the following requirements are met before the digestate blended compost is moved outside the composting shed:

(a) Initial blending of green waste with digestate occurred a minimum of four weeks prior;

(b) The compost meets a level of at least 4.5 on the Solvita Compost Maturity Index; and

(c) Following pasteurisation of the compost, the temperature, oxygen and moisture levels of each indoor compost windrow are monitored and results recorded and have remained stable across three consecutive measurements.

15. The licence holder must ensure that temperature, oxygen and moisture levels of each indoor compost windrow are monitored twice weekly and results recorded and maintained.

16. The licence holder must manage the power generators in a manner that air emissions do not exceed the emissions limits specified in Table 6.

Groundwater monitoring and actions

17. The licence holder must undertake groundwater monitoring in accordance with the requirements specified in Table 4.

Table 4: Groundwater monitoring

Parameter	Location as shown on Site Plan	Groundwater Action Criteria	Frequency	Sample	Method
Sanding water level (m bgl and m AHD) [1]	MB1 to MB11	N/A	Six-monthly	In-field measurement	AS 5667.1 AS 5667.11
Temperature[1]					
Electrical Conductivity[1]					
pH[1]					
Redox Potential[1]					
Dissolved oxygen[1]					
Biological oxygen demand (BOD)				Spot sample	
Chemical Oxygen Demand (COD)					

Parameter	Location as shown on Site Plan	Groundwater Action Criteria	Frequency	Sample	Method
Total dissolved solids (TDS)					
Nitrate + nitrite (as nitrogen)					
Ammonia nitrogen		5 mg/L			
Total nitrogen		5 mg/L			
Total phosphorus		N/A			
Total organic carbon					
Bicarbonate + carbonate					
Arsenic					
Calcium					
Chloride					
Iron					
Magnesium					
Potassium					
Sodium					
Sulfate					
Manganese					
Antimony					
Beryllium					
Cadmium					
Chromium					
Cobalt					
Molybdenum					
Thallium					

Note 1: In-field non-NATA accredited analysis permitted.

18. In the event that groundwater action criteria as specified in Table 4 are exceeded, the licence holder is required to resample the bore(s) that showed the exceedance within two weeks of the exceedance being identified and sample for all of the parameters listed in Table 4.

19. If the results from the resampling round specified in condition 18 show that the groundwater action criteria are still being exceeded, the licence holder is required to:

(a) immediately, upon receipt of the exceedance, notify the CEO in writing and include the following information:

(i) date of the exceedance;

(ii) bore location where the exceedance(s) were identified; and

(iii) laboratory analysis data.

(b) upon immediately receiving the sampling results for the monitoring described above in part (a) of this condition, undertake an investigation to determine the source of the exceedance; and

(c) provide the resampling data and findings of the investigation into the source of the exceedance within one month of the resampling event.

Pond and monitoring actions

20. The licence holder must undertake pond monitoring in accordance with the requirements specified in Table 5.

Table 5: Pond monitoring

Parameter	Location as shown on Site Plan	Pond Action Criteria	Frequency	Sample	Method
pH[1]	Pond 1 Pond 2 Pond 3 Pond 4	N/A	Quarterly (January, April, July and October)	In-field measurement	AS 5667.1 AS 5667.11
Tempurature[1]					
Biological oxygen demand (BOD)				Spot sample	
Volume of sludge[1]		30% of pond capacity	Annually	N/A	None specified

Note 1: In-field non-NATA accredited analysis permitted.

21. The licence holder must ensure that if monitoring undertaken in accordance with condition 20 demonstrates the volume of sludge exceeds the pond action criterion, action is taken to desludge the pond within two months.

22. Prior to the ponds being desludged in accordance with condition 21 above, the licence holder must submit to the CEO a Pond Desludging Management Plan that describes the methods proposed to undertake the desludging activities and addresses what actions or other measures will be undertaken to mitigate odour and leachate emissions during this activity.

23. The licence holder must ensure that at all times, no mosquito larvae are present within Ponds 1 to 4 and all sumps associated with these ponds.

Air emissions monitoring and actions

24. The licence holder must undertake air emissions monitoring at standard temperature and pressure and under normal operating conditions in accordance with the requirements specified in Table 6.

Table 6: Air emissions monitoring

Parameter	Location	Units	Frequency	Emission Limits	Method
Sulfur dioxide	Generator Stacks	mg/m^3	Annually	350 mg/m^3	USEPA Method 6C
Oxides of nitrogen (NO_x and NO_2)				600 mg/m^3	USEPA Method 7E
Carbon monoxide				1000 mg/m^3	USEPA Method 10
Total volatile organic compounds				1000 mg/m^3	USEPA Method 18
Non-methane volatile organic compounds				75 mg/m^3	
Odour concentration		ou.m^3/s		N/A	Table 11: AS4323.3
Stack temperature		°C		Between 145 and 300°C	None Specified
Stack flowrate		m^3/min		Minimum of 70 m^3/min	USEPA Method 2

25. The Licence Holder must prepare and submit to the CEO a Biofilter Management Plan for the premises by 23 October 2026.The Biofilter Management Plan must:

(a) Detail the biofilter infrastructure and operations;

(b) Detail how the biofilters are monitored and maintained, including but not limited to:

(i) Air quality parameters for inlet and outlet concentrations of odorous compounds including but not limited to ammonia (NH_3), hydrogen sulfide (H_2S), volatile organic compounds (VOCs), total reduced sulfur (TRS), and odour units;

(ii) Biofilter media conditions including but not limited to moisture content, pH of media, temperature, porosity, and organic matter content;

(iii) Operational parameters including but not limited to pressure drop across the biofilter, airflow rate and residence time, and humidity of incoming air; and

(iv) Microbial Health parameters including but not limited to microbial activity, biofilm development, and presence of key microbial groups.

(c) Details the monitoring frequency required;

(d) Detail odour emission contingencies during upset conditions or process failures in the biofilter;

(e) Include a discussion of the quality of the biofilter media and how it is to be maintained and monitored to ensure efficiency and reliability; and

(f) Details any improvements required to ensure biofilter efficiency and reliability.

Monitoring

26. The licence holder must undertake monitoring and records in accordance with the requirements specified in Table 7.

Table 7: Monitoring and recording of inputs and outputs

Input/Output	Parameter	Units	Frequency
Feedstock Inputs	Material type detailed in Table 1.	Tonnes	• Each load arrived at the premises; and • The total digestate and green waste mixed per each Compost Batch.
Waste Outputs	Waste type as defined in the Landfill Definitions		Each load leaving or rejected from the Premises.
Other Outputs	• Digestate from AD plant; • Compost products produced on-site; • Mulch products produced on-site; and • Blended soils produced on-site.		• Each load produced on the Premises; and • Each load leaving the Premises.

27. The licence holder is to undertake the product quality testing in accordance with the requirements of Table 8. Where the processes and product parameters deviate from the requirements listed in Table 8, the licence holder must provide evidence, with reference to testing regimes and controls, to demonstrate how it meets suitability for end use.

Table 8: Product assessment

Product	Monitoring point	Frequency	Method
Compost, mulch, potting mix and blended soils	Finished product stockpiles	As per AS4454 or AS3743 or AS4419	As per AS3743 or AS4454 or AS4419

Records and reporting

28. The licence holder must ensure that all laboratory samples taken in accordance with Conditions 17, 20 and 24 are submitted to and tested by a laboratory with current NATA accreditation for the parameters being measured unless indicated otherwise in the relevant table.

29. The licence holder must record the following information in relation to complaints received by the licence holder (whether received directly from a complainant or forwarded to them by the Department or another party) about any alleged emissions from the premises:

(a) the name and contact details of the complainant, (if provided);

(b) the time and date of the complaint;

(c) the complete details of the complaint and any other concerns or other issues raised; and

(d) the complete details and dates of any action taken by the licence holder to investigate or respond to any complaint.

30. The licence holder must:

(a) undertake an audit of their compliance with the conditions of their licence during the preceding annual period; and

(b) prepare and submit to the CEO by 31 March each year an Annual Audit Compliance Report in the approved form.

31. The licence holder must submit to the CEO by no later than 31 March each year, an Environmental Report for the preceding annual period for the conditions listed in Table 9, and which provides information in accordance with the corresponding requirement set out in Table 9.

Table 9: Environmental Report

Condition	Requirement
-	A summary of any failure or malfunction of any pollution control equipment or any incidences that have occurred during the annual period and any action taken.
-	A summary of the dates and durations of any flare activity servicing the AD plant that has occurred during the annual period.
17	Monitoring of ambient groundwater quality for the annual period including: (a) An interpretive summary and assessment of all ambient groundwater quality monitoring results against relevant assessment levels for water as published in the Contaminated Sites Guidelines; and (b) An interpretive summary and assessment of ambient groundwater quality monitoring results against the previous 4 years of monitoring results. Trend graphs shall be provided in support of this assessment.
20	A tabulated summary of pond monitoring for the annual period.
24	A tabulated summary of air emission monitoring for the annual period.
26	A summary of inputs and outputs for the annual period
27	A summary of product assessment testing for the annual period.
29	Complaints summary.

32. The licence holder must comply with a CEO request, within 7 days from the date of the CEO request or such other period specified in the CEO request.

33. The licence holder must maintain accurate and auditable books including the following records, information, reports, and data required by this licence:

(a) the calculation of fees payable in respect of this licence;

(b) any maintenance of infrastructure that is performed in the course of complying with condition 3 of this licence;

(c) monitoring programmes undertaken in accordance with conditions 17, 20, 26 and 27 of this licence; and

(d) complaints received under condition 29 of this licence.

34. The books specified under condition 33 must:

(a) be legible;

(b) if amended, be amended in such a way that the original version(s) and any subsequent amendments remain legible and are capable of retrieval;

(c) be retained by the licence holder for the duration of the licence; and

(d) be available to be produced to an inspector or the CEO as required.

Definitions

In this licence, the terms in Table 10 have the meanings defined.

Table 10: Definitions

Term	Definition
ACN	Australian Company Number
AD	Anaerobic Digestion
Annual Audit Compliance Report (AACR)	means a report submitted in a format approved by the CEO (relevant guidelines and templates may be available on the Department's website).
annual period	a 12 month period commencing from 1 January until 31 December.
approved policy	has the same meaning given to that term under the EP Act.
AS AS4323.3	means the Australian Standard AS AS4323.3: Stationary source emissions Determination of odour concentration by dynamic olfactometry.
AS 5667.1	means the Australian Standard AS 5667.1: Water Quality – Sampling – Guidance of the Design of sampling programs, sampling techniques and the preservation and handling of samples.
AS 5667.10	means the Australian Standard AS 5667.10: Water Quality – Sampling – Guidance on sampling of waste waters.
AS 5667.11	means the Australian Standard AS 5667.11: Water Quality – Sampling – Guidance on sampling of groundwaters.
books	has the same meaning given to that term under the EP Act.
CEO	means Chief Executive Officer of the Department. "submit to / notify the CEO" (or similar), means either: Director General Department administering the *Environmental Protection Act 1986* Locked Bag 10 Joondalup DC WA 6919 or: info@dwer.wa.gov.au
compost batch	means a full compost cycle undertaken for one windrow.

Term	Definition
compost cycle	means the composting process involving the acceptance of green waste into the Composting Shed and the initial mixing and pasteurisation phases undertaken to reach compost stability, prior to removal outside.
compost product	means the material generated through the process of composting at the premises.
Department	means the department established under section 35 of the *Public Sector Management Act 1994* (WA) and designated as responsible for the administration of the EP Act, which includes Part V Division 3.
digestate	means the untreated liquid waste produced from the biodegradation of feedstock within an Anaerobic Digestion plant.
discharge	has the same meaning given to that term under the EP Act.
emission	has the same meaning given to that term under the EP Act.
EP Act	*Environmental Protection Act 1986* (WA)
EP Regulations	*Environmental Protection Regulations 1987* (WA)
green waste	means waste that originates from untreated trees or plants.
implementation agreement or decision	has the same meaning given to that term under the EP Act.
Landfill definitions	means the document titled “Landfill Waste Classification and Waste Definitions 1996” published by the Chief Executive Officer of the Department of Environment as amended from time to time.
Leachate	means liquid released by or water that has percolated through waste and which contains some of its constituents.
licence	refers to this document, which evidences the grant of a licence by the CEO under section 57 of the EP Act, subject to the specified conditions contained within.
licence holder	refers to the occupier of the premises, being the person specified on the front of the licence as the person to whom this licence has been granted.
material environmental harm	has the same meaning given to that term under the EP Act.
NATA	means the National Association of testing Authorities, Australia.
NATA accredited	means in relation to the analysis of a sample that the laboratory is NATA accredited for the specified analysis at the time of the

Term	Definition
	analysis.
pasteurisation	means the process whereby organic materials are treated to significantly reduce the numbers of plant and animal pathogens and plant propagules.
premises	refers to the premises to which this licence applies, as specified at the front of this licence and as shown on the premises maps in Schedule 1 to this licence.
prescribed premises	has the same meaning given to that term under the EP Act.
quarterly	means the four inclusive periods from 1 January to 31 March, 1 April to 30 June, 1 July to 30 September, and 1 October to 31 December in each year
unreasonable emission	has the same meaning given to that term under the EP Act
USEPA Method 2	means the document titled Method 2 - Determination of Stack Gas Velocity and Volumetric Flow Rate (Type S Pitot Tube) published by the United Stated Environmental Protection Agency.
USEPA Method 6C	means the document titled Method 6C - Determination of Sulfur Dioxide Emissions from Stationary Sources (Instrumental Analyzer Procedure) published by the United Stated Environmental Protection Agency.
USEPA Method 7E	means the document titled Method 7E - Determination of Nitrogen Oxides Emissions from Stationary Sources (Instrumental Analyzer Procedure) published by the United Stated Environmental Protection Agency.
USEPA Method 10	means the document titled Method 10 - Determination of Carbon Monoxide Emissions from Stationary Sources published by the United Stated Environmental Protection Agency.
USEPA Method 18	means the document titled Method 18 - Measurement of Gaseous Organic Compound Emissions by Gas Chromatography published by the United Stated Environmental Protection Agency.
waste	has the same meaning given to that term under the EP Act.

END OF CONDITIONS

OFFICIAL

Schedule 1: Maps

Premises maps

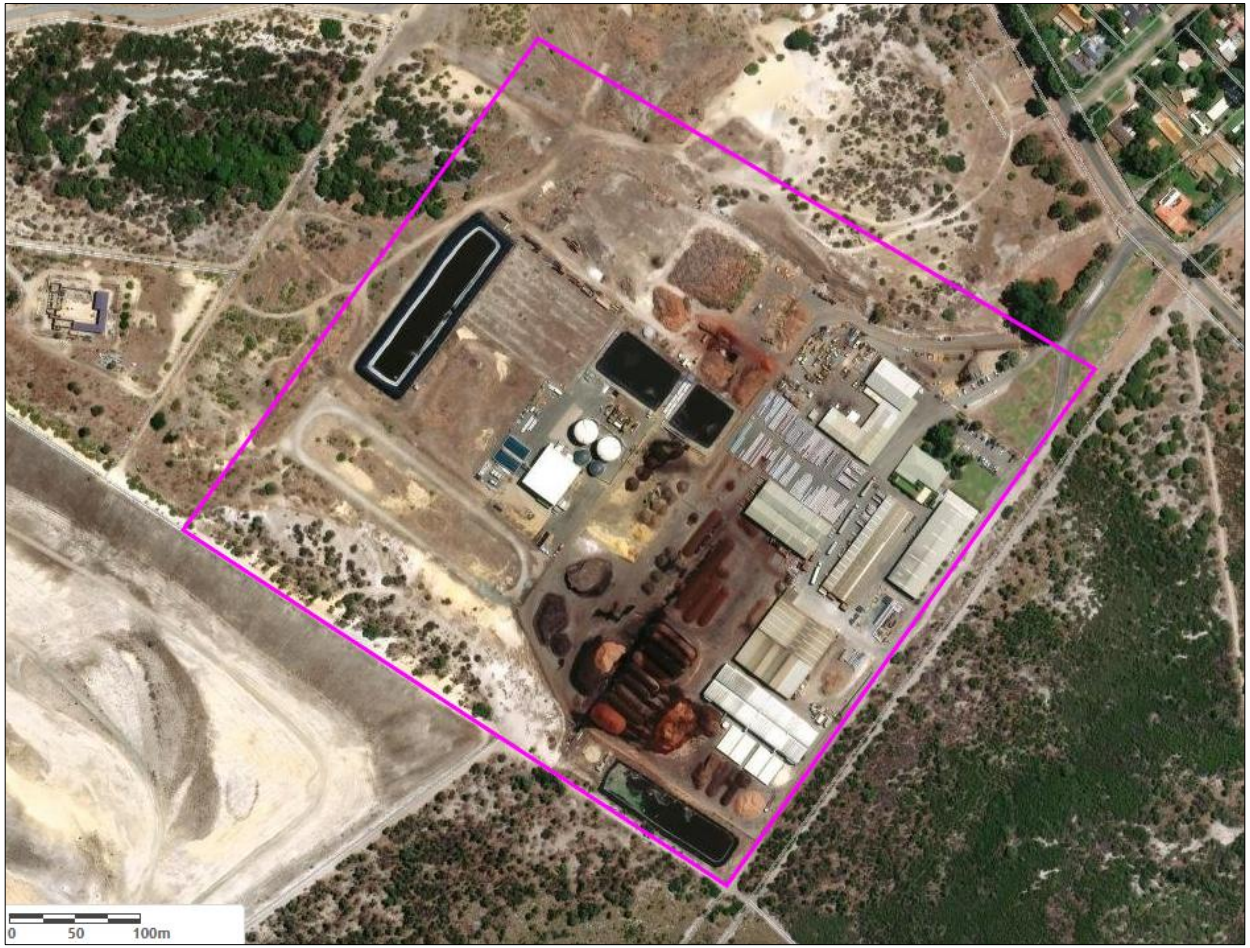


Figure 1: Map of the boundary of the prescribed premises



Figure 2: Premises layout



Figure 3: Anaerobic Digestion Facility

Schedule 2: Premises boundary

The corners of the premises boundary are the coordinates listed in Table 11.

Table 11: Premises boundary coordinates (GDA2020)

	Easting	Northing	Zone
1.	395768.51324	6447831.75304	GDA 2020 Zone 50
2.	396198.16282	6447584.61223	GDA 2020 Zone 50
3.	395919.39900	6447187.28234	GDA 2020 Zone 50
4.	395499.14972	6447454.38697	GDA 2020 Zone 50

Schedule of Submissions -DA26/0259

Submission Type	Submission	Officer Comment
Objection	Environmental pollution. Underground water pollution and bad smells. Many local residents didn't receive letter. They all reject the project.	Noted. The Department of Water and Environmental Regulation have not raised concerns pertaining to water pollution, and the applicant's licensing arrangements contains mitigation measures. As for odour, the City is recommending an odour management plan. It is not anticipated that these specific development will increase the risk of odour. The City advertised to adjoining neighbours as outlined in the report but has received the petition on behalf of the wider community.
Objection (Joint submission signed by the owners and occupiers of 24 Properties located at Merrit Loop)	The residents of Merrit Loop formally object to the development application. The submission acknowledges that Richgro is an established local business that provides a service to the community, however concerns are raised regarding the proposed expansion of the site's industrial footprint through the extension of the limestone hardstand, increased outdoor storage and the construction of a fifth lined catchment (leachate) pond. The submission states that residents have experienced impacts from the facility for many years and believe neighbouring residents should be able to enjoy their homes without unnecessary impacts on their health, wellbeing and amenity. The residents request that the City not approve the application unless it is satisfied that the proposal will not increase odour, visual, environmental or amenity impacts on surrounding residents. **Existing Odour Impacts** The submission states that residents have experienced prolonged and, at times, severe odour beyond Richgro's boundaries. It raises concerns regarding whether odour-generating materials and processes are consistently and adequately managed under all operating and weather	The concerns raised by the residents of Merrit Loop are acknowledged and have been carefully considered as part of the assessment of the application. With respect to odour, bioaerosols, public health, mosquitoes, dust and noise, these matters are primarily regulated through the environmental licensing framework administered by the Department of Water and Environmental Regulation (DWER). The site operates under a current DWER licence which contains environmental monitoring, management and reporting requirements relating to the operation of the composting and soil blending facility. Nevertheless, these matters remain relevant planning considerations to the extent they may affect the amenity of the locality. The applicant has advised that the proposed hardstand extension is not intended to facilitate an increase in

	conditions. The submission contends that the application does not demonstrate that a fifth leachate pond and expanded outdoor operations will not worsen existing odour impacts. **Bioaerosols and Public Health** The submission states that the application appears to lack an assessment of bioaerosol emissions that may result from biologically active leachate. Concerns are raised regarding the composting process, the use of anaerobic digestate and runoff directed into leachate ponds. The submission notes that compost turning and leachate pond aeration may generate aerosols containing microorganisms, pathogens and organic particulates, which may contribute to odour impacts. Residents state that impacts appear to vary depending on temperature, wind direction and wind speed, suggesting airborne dispersion of biological material. Additional concerns are raised regarding cumulative odour from all five ponds, changing weather patterns, prolonged storage following rainfall, decreasing water levels during summer, groundwater protection, visual amenity impacts and the need for an additional 17,000m³ of storage capacity. **Mosquito Management** The submission raises concerns that the proposed pond could create mosquito breeding habitat if not effectively managed and notes that no mosquito management strategy appears to accompany the application. **Dust and Noise** The submission states that residents currently experience excessive dust during spring and summer and contends that expanded outdoor storage areas, together with increased vehicle movements across a larger hardstand, have the potential to increase dust and operational noise affecting nearby residents. **Expansion of Industrial Activities** Residents express concern that the proposal represents a gradual expansion of industrial activities across more of the site. The submission states that while each individual change may appear relatively small, collectively the changes increase the industrial footprint through additional hardstand, outdoor storage and another large leachate pond. Concerns are raised that this may further alter the character of the area and increase impacts on surrounding residents. **Visual Amenity** The submission requests that the City consider whether the proposal satisfies Clause 3.9.3 of Town Planning Scheme No. 3, particularly regarding expansion and protection of the amenity of	throughput but rather to improve site operations, traffic circulation, stockpile separation, safety outcomes and emergency vehicle access. Similarly, the proposed catchment pond is intended to provide additional leachate and water storage capacity associated with the existing operation. The application has been referred to relevant City officers and State agencies for technical review, and no objection has been raised subject to the imposition of appropriate conditions. The City's assessment has also considered the cumulative nature of the proposed works. While the proposal does not seek approval for a new land use, it does represent an expansion of the operational area associated with the existing non-conforming use through the extension of hardstand areas, additional water storage infrastructure and expanded operational storage areas. This matter is discussed elsewhere in this report and forms part of the broader strategic consideration of whether further investment in the ongoing operation of the site should be supported. In relation to visual amenity, the proposed works are located within an established industrial operation and are generally contained within the existing operational area of the site. The proposed catchment pond is located adjacent to existing ponds and is not anticipated to materially alter the visual character of the locality. The request for additional landscaping and screening measures has been considered, however the site already benefits from substantial separation distances and established vegetation buffers. The concerns raised regarding groundwater protection, stormwater management, liner integrity, storage capacity and contingency measures have been referred to relevant technical agencies. The proposed pond is to be constructed as a lined facility consistent with the existing leachate management system and is subject to separate environmental regulation by DWER.

	the surrounding locality. Concerns are raised that the proposal will increase the industrial appearance of the site. If approved, residents request the establishment and maintenance of a substantial landscape buffer of mature trees and native shrubs along the western and northern boundaries, together with restrictions on stockpile and equipment heights to ensure they are screened from surrounding residential properties. **Groundwater and Stormwater** The submission seeks additional information regarding leak detection systems, liner failure contingencies, long-term monitoring, extreme rainfall events, pump failures, power outages and climate resilience. **Traffic Management** The submission raises concerns regarding the potential for increased vehicle movements associated with transporting green waste, compost products, equipment and operational materials. Residents contend that increased heavy vehicle traffic may: • Increase traffic along Acourt Road and surrounding local roads; • Increase noise and dust generated by trucks and heavy machinery; • Reduce road safety for residents, pedestrians and cyclists; and • Contribute to the gradual intensification of industrial activity near residential properties. The submission states that the application does not appear to contain a detailed traffic assessment demonstrating that the proposal will not increase vehicle movements or adversely affect the surrounding road network and requests that an independent traffic impact assessment be undertaken. **Conclusion** The submission concludes that while Richgro is an established business, residents seek confidence that further expansion will not reduce their quality of life. The submission requests that the City carefully consider the concerns raised and states that the information provided does not demonstrate that the proposal can proceed without increasing impacts on nearby residents. Accordingly, residents request refusal of the application unless the identified concerns are satisfactorily addressed.	In relation to mosquito management, the concerns raised by submitters are acknowledged. Whilst the applicant has advised that the proposed pond will form part of the site's existing water and leachate management system, officers consider there is merit in requiring the review and update of the site's existing Mosquito Management Plan as a condition of approval. This would ensure the plan addresses the proposed additional pond and incorporates contemporary monitoring, management and response measures to minimise the potential for mosquito breeding and associated nuisance impacts. The updated plan could then be given statutory effect through the development approval, providing an appropriate mechanism for ongoing compliance and management of the issue. With respect to traffic, the application does not propose any changes to approved access arrangements. Whilst submitters have expressed concern regarding potential increases in heavy vehicle movements, the application has been assessed on the basis that the proposed works support the existing operation rather than facilitate a significant increase in traffic generation. The proposal was referred to the City's engineering officers, who did not raise any objection to the application. The concerns relating to existing amenity impacts are recognised. However, it is also relevant that the determination of the current application provides an opportunity for the City to impose contemporary planning conditions and give statutory effect to updated management plans where considered appropriate. This would provide a clearer compliance framework for the ongoing operation of the site than would be the case if the application were refused and the existing approvals remained in place unchanged.

		Accordingly, whilst the matters raised in the submission are acknowledged, they are not considered to warrant refusal of the application subject to the recommended conditions of approval.
Objection	Ongoing issues with offensive smells have still not been eliminated, despite many years of complaints by myself and others to council, Richgro and DEWR. No expansion of operations should be permitted until existing issues have been dealt with. An additional pond will potentially increase the odour problem. Expansion of operations will clearly increase traffic from large trucks, which is already too much for existing road infrastructure. The bitumen sides and sand shoulders along Accourt Road are already being damaged by heavy truck traffic, and there has been no work done to remedy this. The proposal mentions increasing the hardstand for receival of green waste. Can you clarify the definition of "green waste" in this context? Is it purely plant material, or does it include food waste? Again, this has the potential to increase the odour problem.	

Direct Indial: Lee Reddell – 9411 3606
Our Ref: 5513304 - DA12/0633
Your Ref: N/A

12/50255

5513304 (9)

491

16 November 2012

Geoff Richards
203 Acourt Road
JANDAKOT WA 6164

Dear Geoff,

Industry – General Licensed (Closed System Liquid Composting Facility)
203 Acourt Road JANDAKOT

Council at its meeting held on 8 November 2012 considered the above application for approval to commence development and resolved to grant its approval in accordance with the conditions specified on the attached M.R.S. Form 2 Notice of Approval to Commence Development. This approval is granted pursuant to clause 26 of the Metropolitan Region Scheme and clause 10.3 of Town Planning Scheme No. 3.

PRIOR TO ANY WORKS WHATSOEVER COMMENCING ON-SITE, AN APPLICATION FOR A BUILDING LICENCE MUST BE SUBMITTED TO THE CITY UNDER THE PROVISIONS OF THE BUILDING REGULATIONS AND APPROVAL FROM THE CITY IS REQUIRED IN THE FORM OF A BUILDING LICENCE. AS PART OF THE BUILDING LICENCE APPLICATION, ALL INFORMATION NECESSARY FOR THE PURPOSE OF ADDRESSING CONDITIONS IN THE ATTACHED APPROVAL SHOULD ALSO BE PROVIDED.

Should you be aggrieved by Council's decision or conditions there may be a right to apply for a review under Part 14 of the Planning and Development Act 2005. The application for review must be submitted within 28 days of the date of this decision to the State Administrative Tribunal, 12 St Georges Terrace, Perth. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or go to its website: http://www.sat.justice.wa.gov.au

Regards,

L. Reddell

Lee Reddell
SENIOR STATUTORY PLANNER

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Document Set ID: 2661221
Version: 2, Version Date: 12/12/2022

REF No: 5513304 - DA12/0633 **Issue Date: 16 November 2012**

SCHEDULE 9

NOTICE OF DETERMINATION ON APPLICATION FOR PLANNING APPROVAL

METROPOLITAN REGION SCHEME Form 2

CITY OF COCKBURN

Description of proposed development:
Industry – General Licensed (Closed System Liquid Composting Facility)

APPROVAL TO COMMENCE DEVELOPMENT

Owner Name & Address: A Richards Pty Ltd
PO Box 1406
CANNING VALE DC WA 6970

LOCATION: 203 Acourt Road JANDAKOT WA 6164
LOT: 186 PLAN/DIAGRAM: 109038
FOLIO NO: 965 VOL NO: 1645
Application Date: 31/7/12 Received on: 31/7/12

Approval to commence development in accordance with the submitted plans (date stamped 1 August 2012) is **granted** subject to the following conditions:

CONDITIONS

1. No expansion of the existing composting use, in respect to capacity or production, is permitted by this approval.

2. All stormwater being contained and disposed of on-site to the satisfaction of the City.

3. The premises shall be kept in a neat and tidy condition at all times by the owner/occupier to the satisfaction of the City.

4. The wastewater management system and lined ponds (shown on the site plan) shall be capable of managing:

   a) A 72 hour duration, 1 in 10 year ARI critical rainfall event without overflow;
   b) Sufficient storage for a 90th percentile wet year with enough freeboard to prevent overflows from wave action;

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Version: 2, Version Date: 12/12/2022

c) Store the above rainfall flows plus the total maximum liquid volume of the anaerobic digestion plant.

5. The pond liner shall be at least 2m above the maximum groundwater level.

6. Storage of the composting materials should be in a fully enclosed weatherproof cover on an impermeable surface as per *Table 1: Recommended designs according to rainfall and type of organic material.*

7. The compost storage area shall be bituminous concrete with membrane underlay and perimeter containment bund, graded and maintained to provide efficient surface drainage and slope towards the contained water storage or treatment system.

8. Any spillage shall be cleaned up immediately.

9. A contingency plan should be prepared to address emergency responses in the event of any accidents, fires, chemical spills and vandalism that may affect water resources to the satisfaction of the City on advice from the Department of Water. This plan shall be made readily available for staff reference at all times.

FOOTNOTE

a) This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, with any requirements of the City of Cockburn Town Planning Scheme No. 3, or the requirements of any other external agency.

b) In regards to Condition 1, as per advice from the applicant dated 27 September 2012, the application does not propose an expansion to the existing composting facilities at the premises but rather represents an interim step in the processing of organic waste, so as to extract energy before composting in the normal way.

As per the Department of Water's advice to the City of Cockburn dated 5 March 2009, no expansion of the development will be supported by the Department of Water.

c) In regards to Condition 2, the City requires the on-site storage capacity be designed to contain a 1 in 20 year storm of a 5 minute duration. This is based on the requirements to contain surface water by Building Codes of Australia.

d) In regards to Condition 10, Water quality protection note No. 10 *Containment Spills: Emergency Response* can be used for further guidance on spills response.

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e) Any spill or contamination should be reported to DEC (ph: 1300 762 982) and the Water Corporation immediately (ph: 13 13 75, all hours).

f) Water quality protection notes, drinking water source protection plans and environmental guidelines are available online at www.water.wa.gov.au to provide information on the best environmental practices in public drinking water source areas or contact the Department of Water regional office on (08) 9550 4222.

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the Council having first been sought and obtained.

SIGNED: DATED: 16/11/12

Lee Reddell
SENIOR STATUTORY PLANNER
for and on behalf of the City of Cockburn.

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Document Set ID: 2661221
Version: 2, Version Date: 12/12/2022

Contact Officer: Don Bothwell (08) 9411 3444
Our Ref: DA17/0181 -5513304

24 July 2018

A Richards Pty Ltd
PO Box 1406
CANNING VALE DC WA 6970

Agriculture Intensive (Orchard), Modifications to Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filters) and Modification to Hours of Operation
203 Acourt Road JANDAKOT WA 6164

I refer to your application dated 16/03/2017 for the above and advise that Council at its meeting held on 12 July 2018 resolved to grant conditional approval in accordance with the attached Notice of Determination on Application for Planning Approval. This approval was granted pursuant to clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 under the requirements for development approval stipulated in clause 60. Delegated authority was exercised by clause 82 of the Planning and Development (Local Planning Schemes) Regulations 2015.

PRIOR TO ANY WORKS WHATSOEVER COMMENCING ON-SITE, AN APPLICATION FOR A BUILDING PERMIT MUST BE SUBMITTED TO THE COUNCIL UNDER THE PROVISIONS OF THE BUILDING REGULATIONS AND APPROVAL FROM COUNCIL IS REQUIRED IN THE FORM OF A BUILDING PERMIT. AS PART OF THE BUILDING PERMIT APPLICATION, ALL INFORMATION NECESSARY FOR THE PURPOSE OF ADDRESSING CONDITIONS IN THE ATTACHED APPROVAL SHOULD ALSO BE PROVIDED.

Should you be aggrieved by the City's decision or a condition there is a right to apply for a review under Part 14 of the Planning and Development Act 2005. The application for review must be submitted within 28 days of the date of this decision to the State Administrative Tribunal, 6th Floor, 565 Hay Street Perth. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or http://www.sat.justice.wa.gov.au

Planning approval does not remove the need for any other approvals, licences or permits that may be required.

Document Set ID: 7682758
Version: 1, Version Date: 24/07/2018

Regards,



Don Bothwell
SENIOR PLANNING OFFICER

Cc: Lewis Blyth & Hooper
Level 1, 43 Kishorn Road
APPLECROSS WA 6153

Cc: State Administrative Tribunal
565 Hay Street
PERTH WA 6000

Document Set ID: 7682758
Version: 1, Version Date: 24/07/2018

REF No: 5513304 - DA17/0181 **Issue Date: 24 July 2018**

NOTICE OF DETERMINATION ON APPLICATION FOR DEVELOPMENT APPROVAL

PLANNING AND DEVELOPMENT ACT 2005

Owner Name & Address A Richards Pty Ltd

LOCATION: 203 Acourt Road JANDAKOT WA 6164
LOT: 186 PLAN/DIAGRAM: P / 109038
FOLIO NO: 965 VOL NO: 1645
Application Date: 16/03/2017 Received on: 16/03/2017

Description of proposed development: Agriculture Intensive (Orchard), Modifications to Industry General (Licenced) (AD Plant and Compost Manufacturing Bio Filters) and Modification to Hours of Operation

The application for planning approval is **granted** subject to the following conditions:

CONDITIONS

1. The hours of operation shall be as per the following:
   (a) From 12 July 2018 to 1 June 2019, all truck movements to, from and around the site and truck waiting shall be limited to 6.30am to 10pm Monday to Saturday, and not at all on Sundays and Public Holidays;
   (b) From 1 June 2019 onwards, all truck movements to, from and around the site and truck waiting shall be limited to 7am to 10pm Monday to Saturday, and not at all on Sundays and Public Holidays;
   (c) Bagging operations including folk lift and front end loader movements are permitted to operate 24 hours provided they are carried out in a fully enclosed shed with the exception of one door which may be left open to allow the movement of forklifts or front end loaders to shift materials associated with bagging operations; and
   (d) The Anaerobic Digestate Plant Bio Filter and Compost Manufacturing Bio Filter operations are permitted to operate 24 hours.

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2. The Anaerobic Digestate Plant Bio Filter and Compost Manufacturing Bio Filter are permitted to operate 24 hours a day, seven days a week.

3. If an odour detected at an adjacent premises is deemed to be offensive by the City, then any process, equipment and/or activities that are causing the odour shall be stopped until the process, equipment and or activity has been altered to prevent odours to the satisfaction of the City.

4. The wash down of plant, vehicles or equipment shall be carried out over a wash down pad with waste water treated to remove solids and hydrocarbons prior to discharge to the environment.

5. The existing buildings or structures, housing the AD Plant and Compost Manufacturing Bio Filters, shall not be located within 1.2 metres of any septic tank or apparatus for the treatment of sewage or within 1.8 metres of any onsite waste water disposal system.

6. All stormwater being contained and disposed of on-site to the satisfaction of the City.

7. The Laboratory Services existing on-site do not form part of this approval and require a separate retrospective development application to be submitted to and assessed by the City.

8. The Anaerobic Digestate shall be applied to greenwaste or similar pre-composted materials within the composting shed, and not externally in the yard.

9. Compost shall not be transferred from the composting shed to the yard if it has a strong offensive odour that may be detectable at the property boundary.

10. Deliveries of manures and any other material that has a strong offensive odour shall not be permitted to offload on-site.

11. Manures shall be bagged within an enclosed shed.

12. Dams and sumps shall be checked weekly for mosquito larvae and if found then the larvae shall be exterminated within 24 hours.

13. The throughputs for the site including solid and liquid wastes are limited to the following volumes:

    Solid Waste – combined gross volume of 75, 000 tonnes/annual period; and

    Liquid Waste – combined gross volume of 25, 000 tonnes/annual period.

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Version: 1, Version Date: 24/07/2018

ADVICE NOTES

(a) This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3. Prior to commencement of any works associated with the development, a building permit is required.

(b) Further to Condition 5 above, an 'Application to Install Apparatus for Wash-down Bay' shall be submitted to the City, together with building plans prior to the issue of a BAC Certificate. The application shall be accompanied by detailed plans, the appropriate fee and specifications demonstrating to the satisfaction of the City that the Apparatus meets criteria drawn from Table 1 entitled Mechanical Equipment Washdown - WQPN68 in the Department of Water publication "Indicative Wastewater Discharge Criteria". The facility should include a bunded area, draining to a petrol and oil arrestor system which is protected by a roof and a spray barrier.

(c) The property is not connected to mains sewerage. Therefore an application to install an onsite effluent disposal system shall be lodged with the City's Health Service PRIOR to the submission of a BAC Certificate for the premises being lodged with the City.

(d) The development is to comply with the noise pollution provisions of the *Environmental Protection Act 1986*, and more particularly with the requirements of the *Environmental Protection (Noise) Regulations 1997* (as amended).

(e) With regards to Condition 6, all stormwater drainage shall be designed in accordance with Australian Standard AS3500.

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the Council having first been sought and obtained.

Note 3: If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of determination.

Document Set ID: 7682758
Version: 1, Version Date: 24/07/2018

SIGNED: DATED: 24/07/2018



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Don Bothwell
SENIOR PLANNING OFFICER

for and on behalf of the City of Cockburn.

Document Set ID: 7682758
Version: 1, Version Date: 24/07/2018

Contact Officer: Don Bothwell (08) 9411 3444
Our Ref: DA17/0357 -5513304

18 December 2017

A Richards Pty Ltd
PO Box 1406
CANNING VALE DC WA 6970

General Industry (Licensed) – Existing Water Catchment Dam
203 Acourt Road JANDAKOT WA 6164

I refer to your application dated 08/05/2017 for the above and advise that Council at its meeting held on 14 December 2017 resolved to grant conditional approval in accordance with the attached Notice of Determination on Application for Planning Approval. This approval was granted pursuant to clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 under the requirements for development approval stipulated in clause 60. Delegated authority was exercised by clause 82 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Should you be aggrieved by the City's decision or a condition there is a right to apply for a review under Part 14 of the Planning and Development Act 2005. The application for review must be submitted within 28 days of the date of this decision to the State Administrative Tribunal, 6th Floor, 565 Hay Street Perth. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or http://www.sat.justice.wa.gov.au

Planning approval does not remove the need for any other approvals, licences or permits that may be required.

Regards,

Don Bothwell
SENIOR PLANNING OFFICER

Document Set ID: 6952313
Version: 1, Version Date: 18/12/2017

REF No: 5513304 - DA17/0357 **Issue Date: 18 December 2017**

NOTICE OF DETERMINATION ON APPLICATION FOR DEVELOPMENT APPROVAL

PLANNING AND DEVELOPMENT ACT 2005

Owner Name & Address A Richards Pty Ltd

LOCATION: 203 Acourt Road JANDAKOT WA 6164
LOT: 186 PLAN/DIAGRAM: P / 109038
FOLIO NO: 965 VOL NO: 1645
Application Date: 08/05/2017 Received on: 17/05/2017
Description of proposed development: General Industry (Licensed) Existing Catchment Dam

The application for planning approval is **granted** subject to the following conditions:

CONDITIONS

1. All stormwater being contained and disposed of on-site to the satisfaction of the City.

2. If an odour detected at adjacent premises is deemed to be offensive by the City, then any process, equipment and/or activities that are causing the odour shall be stopped until the process, equipment and or activity has been altered to prevent odours to the satisfaction of the City.

3. The aeration system for Dam 4 is to operate 24 hours a day, 7 days a week.

4. Prior to the issue of a BAC Certificate, a Mosquito Management Plan is to be prepared and submitted for approval by the City of Cockburn's Manager, Health Service to ensure that the potential for mosquito breeding to occur in association with the development is managed, with the satisfactory arrangements having been made for the implementation of the approved plan.

5. The wash down of plant, vehicles or equipment shall be carried out over a wash down pad with waste water treated to remove solids and hydrocarbons prior to discharge to the environment.

6. The proposal shall not be located within 1.2 metres of any septic

tank or apparatus for the treatment of sewage or within 1.8 metres of any onsite waste water disposal system.

Advice Notes

1. This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3. Prior to commencement of any works associated with the development, a building permit is required.

2. The property is not connected to mains sewerage. Therefore an application to install an onsite effluent disposal system shall be lodged with the City's Health Service PRIOR to the submission of the Building Permit Application for the application being lodged with the City.

3. Further to Condition 5 above, an 'Application to Install Apparatus for Wash-down Bay' shall be submitted to the City, together with building plans prior to the issue of a Building Permit. The Application shall be accompanied by detailed plans, the appropriate fee and specifications demonstrating to the satisfaction of the City that the Apparatus meets criteria drawn from Table 1 entitled Mechanical Equipment Washdown - WQPN68 in the Department of Water publication "Indicative Wastewater Discharge Criteria". The facility should include a bunded area, draining to a petrol and oil arrestor system which is protected by a roof and a spray barrier.

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the Council having first been sought and obtained.

Note 3: If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of determination.

SIGNED: DATED: 18/12/2017



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Don Bothwell
SENIOR PLANNING OFFICER

for and on behalf of the City of Cockburn.

Document Set ID: 6952313
Version: 1, Version Date: 18/12/2017

Contact Officer: Don Bothwell (08) 9411 3444
Our Ref: DA17/0474 -5513304

18 December 2017

A Richards Pty Ltd
PO Box 1406
CANNING VALE DC WA 6970

General Industry (Licensed) – Existing Demountable Office and Amenities Building
203 Acourt Road JANDAKOT WA 6164

I refer to your application dated 21/06/2017 for the above and advise that Council at its meeting held on 14 December 2017 resolved to grant conditional approval in accordance with the attached Notice of Determination on Application for Planning Approval. This approval was granted pursuant to clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 under the requirements for development approval stipulated in clause 60. Delegated authority was exercised by clause 82 of the Planning and Development (Local Planning Schemes) Regulations 2015.

Should you be aggrieved by the City's decision or a condition there is a right to apply for a review under Part 14 of the Planning and Development Act 2005. The application for review must be submitted within 28 days of the date of this decision to the State Administrative Tribunal, 6th Floor, 565 Hay Street Perth. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or http://www.sat.justice.wa.gov.au

Planning approval does not remove the need for any other approvals, licences or permits that may be required.

Regards,

Don Bothwell
SENIOR PLANNING OFFICER

Document Set ID: 6952438
Version: 1, Version Date: 18/12/2017

Reference number: DA19/1013 - 5513304

15 July 2021

A Richards Pty Ltd
PO Box 1406
CANNING VALE DC WA 6970

Industry – General (Licenced) - Soil Blending & Compost Facility (Retrospective Laboratory), Sea Container, Storage Shed and Verandah

Property address:203 Acourt Road JANDAKOT WA 6164

I refer to your application dated for the above and advise that Council at its meeting held on 8 July 2021 resolved to grant conditional approval in accordance with the attached Notice of Determination on Application for Planning Approval. This approval was granted pursuant to clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 under the requirements for development approval stipulated in clause 60. Delegated authority was exercised by clause 82 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Should you be aggrieved by the City's decision or a condition there is a right to apply for a review under Part 14 of the Planning and Development Act 2005. The application for review must be submitted within 28 days of the date of this decision to the State Administrative Tribunal, 6th Floor, 565 Hay Street Perth. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or www.sat.justice.wa.gov.au.

Planning approval does not remove the need for any other approvals, licences or permits that may be required.

André Pinto
Planning Officer

9 Coleville Crescent, Spearwood WA 6163, PO Box 1215, Bibra Lake DC WA 6965
T: 08 9411 3444 E: customer@cockburn.wa.gov.au
W: cockburn.wa.gov.au ABN 27 471 341 209

Document Set ID: 10625943
Version: 2, Version Date: 20/07/2021

REF No: DA19/1013 - 5513304 Issue Date: 15 July 2021

NOTICE OF DETERMINATION ON APPLICATION FOR DEVELOPMENT APPROVAL

PLANNING AND DEVELOPMENT ACT 2005

Description of proposed development: Industry – General (Licenced) - Soil Blending & Compost Facility (Retrospective Laboratory), Sea Container, Storage Shed and Verandah

Owner Name & Address A Richards Pty Ltd
PO Box 1406 CANNING VALE DC WA 6970

LOCATION: 203 Acourt Road JANDAKOT WA 6164
LOT: 186 PLAN/DIAGRAM: P / 109038
FOLIO NO: 965 VOL NO: 1645
Application Date:24/12/2019 Received on: 24/12/2019

The application for planning approval is **granted** subject to the following conditions:

CONDITIONS

1. The development must be carried out in accordance with the details of this application as approved herein, and any approved plan.
2. All stormwater must be contained and disposed of on-site, to the satisfaction of the City of Cockburn.
3. The number of staff employed on site is limited to a maximum of 47.
4. All disposal of waste from the laboratory must be undertaken in accordance with the approved Waste Management Plan 'Laboratory Waste Management Plan' Version 3.0 and dated November 2020.
5. If an odour detected at adjacent premises is deemed to be offensive by the City, then any process, equipment and/or activities that are causing the odour shall be stopped until the process, equipment and/or activity has been altered to prevent odour to the satisfaction of the City.

Document Set ID: 10625943
Version: 2, Version Date: 20/07/2021

FOOTNOTES

a) This is a Planning Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3, or with the requirements of any external agency.

b) The development shall comply with the requirements of the Building Code of Australia.

c) Further to Condition 3, any proposal to increase the number of full time staff will require the capacity of the on-site waste water disposal system servicing the site to be increased. This will require prior approval by the City's Environmental Health Services and/or the Department of Health.

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the Council having first been sought and obtained.

Note 3: If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning and Development Act 2005* Part 14. An application must be made within 28 days of determination.

SIGNED: DATED: 15/07/2021

……

André Pinto
Planning Officer
for and on behalf of the City of Cockburn.

Document Set ID: 10625943
Version: 2, Version Date: 20/07/2021

Reference number: DA23/0539

18 December 2023

Gable Constructions
517A Bickley Road
MADDINGTON WA 6109

General (Licenced) Industry – Lean-to Addition

203 Acourt Road JANDAKOT WA 6164

I refer to your application dated 25/07/2023 for the above and advise that the proposed development has been conditionally approved in accordance with the attached Notice of Determination on Application for Planning Approval. This approval was granted pursuant to clause 68 of the Planning and Development (Local Planning Schemes) Regulations 2015 under the requirements for development approval stipulated in clause 60. Delegated authority was exercised by clause 82 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Should you be aggrieved by this determination, there is a right of review by the State Administrative Tribunal under Part 14 of the *Planning and Development Act 2005*. The application for review must be submitted within 28 days of the date of this decision to the State Administrative Tribunal, 6th Floor, 565 Hay Street, Perth. It is recommended that you contact the State Administrative Tribunal for further details (telephone 9219 3111) or via website: www.sat.justice.wa.gov.au.

Planning approval does not remove the need for any other approvals, licences or permits that may be required.

Chantala Hill
SENIOR STATUTORY PLANNING OFFICER

9 Coleville Crescent, Spearwood WA 6163, PO Box 1215, Bibra Lake DC WA 6965
T: 08 9411 3444 E: customer@cockburn.wa.gov.au
W: cockburn.wa.gov.au ABN 27 471 341 209

Document Set ID: 11742312
Version: 2, Version Date: 18/12/2023

REF No: DA23/0539 **Issue Date: 18 December 2023**

NOTICE OF DETERMINATION ON APPLICATION FOR DEVELOPMENT APPROVAL
PLANNING AND DEVELOPMENT ACT 2005

Description of proposed development**: General (Licenced) Industry – Lean-to Addition**

APPROVAL TO COMMENCE DEVELOPMENT

Owner Name & Address	A Richards Pty Ltd PO Box 1406 CANNING VALE DC WA 6970

LOCATION: 203 Acourt Road JANDAKOT WA 6164

LOT: 186	PLAN/DIAGRAM: P/109038
FOLIO NO: 965	VOL NO: 1645
Application Date: 25/07/2023	Received on: 04/09/2023

The application for development approval is approved subject to the following conditions:

CONDITIONS

1. Development shall be carried out in accordance with the approved plans (including any amendments marked in red).
2. No building or construction activities shall be carried out before 7.00am or after 7.00pm, Monday to Saturday, and not at all on Sunday or Public Holidays, unless otherwise approved by the City.
3. The premises shall be kept in a neat and tidy condition at all times by the owner/occupier to the satisfaction of the City.
4. The lean-to shall only be used for machinery repairs and machinery storage associated with the existing land use.
5. Any activity in the lean-to is limited to 7am to 7pm, Monday to Saturday only and not at all on Sundays or Public Holidays.

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6. This approval relates to the lean-to indicated on the hereby approved plans only. The conditions of all other current development approvals on the site remain valid and continue to have effect.

7. All stormwater being contained and disposed of on-site to the satisfaction of the City.

8. The wash down of plant, vehicles or equipment shall be carried out over a wash down pad with waste water treated to remove solids and hydrocarbons prior to discharge to the environment.

9. The floor of the lean-to shall be durable and non-permeable, finished and graded to contain any spilled material, to the satisfaction of the City.

FOOTNOTES

a) This is a Development Approval only and does not remove the responsibility of the applicant/owner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3 or with the requirements of any external agency.

b) In accordance with Clause 26 of the Metropolitan Region Scheme (MRS) text, this development approval under Town Planning Scheme No.3 is also deemed to be an approval under the Metropolitan Regional Scheme.

c) The development is to comply with the noise pollution provisions of the Environmental Protection Act 1986, and more particularly with the requirements of the Environmental Protection (Noise) Regulations 1997 (as amended).

Note 1: If the development the subject of this approval is not substantially commenced within a period of 2 years, or such other period as specified in the approval after the date of the decision, the approval shall lapse and be of no further effect.

Note 2: Where an approval has so lapsed, no development shall be carried out without the further approval of the Council having first been sought and obtained.

Note 3: If the applicant or owner is aggrieved by this determination there is a right of review by the State Administrative Tribunal in accordance with the *Planning*

and Development Act 2005 Part 14. An application must be made within 28 days of determination.

SIGNED: DATED: 18 December 2023



……..

Chantala Hill
SENIOR STATUTORY PLANNING OFFICER

for and on behalf of the City of Cockburn.

Document Set ID: 11742312
Version: 2, Version Date: 18/12/2023

14.1.2 (2026/MINUTE NO 0169) Henderson Research and Innovation Hub (HRIH) Business Case Development

Responsible Executive	Director Sustainable Development and Safety
Author(s)	Economic Development Officer
Attachments	1. Business Case for the Henderson Research and Innovation Hub ⇩

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) RECEIVES the Henderson Research and Innovation Hub Business Case (Business Plan);

(2) ENDORSES the HRIH Business Case (Business Plan) for the purpose of public advertisement, in accordance with section 3.59(4) of the Local Government Act 1995; and

(3) NOTES that any submissions made will be presented to Council for consideration, prior to Council resolving to proceed with the Henderson Research and Innovation Hub Business Case (Business Plan).

CARRIED 8/0

Background

Council has previously supported the progressive development of the Henderson Research and Innovation Hub (HRIH), including in-principal endorsement at the 8 September 2022 Ordinary Council Meeting (OCM) (Minute No. 0190) and delegated authority at the 13 April 2023 OCM (Minute No. 0103) to secure a suitable leased facility at 1 Channel Close, Henderson.

At the 10 December 2024 OCM (Minute No. 0293), Council resolved to:

1. Accept the Business Case for the establishment of the HRIH;
2. Direct the CEO to investigate and enter into a commercial lease agreement or purchase of a suitable facility for HRIH, as set out in the Business Case; and
3. Authorise the CEO to enter into funding agreements with both government agencies and commercial enterprises in support of HRIH.

This was based on the City locating and leasing a suitable premises in Henderson.

Since that resolution, the project's scope and funding requirements have evolved considerably, with the site now proposed at 3 Amur Close, Henderson, close to the newly confirmed Henderson Defence Precinct.

In 2026, the City engaged Vescient to independently assess whether the $9 million HRIH concept is strategically and commercially sound to proceed to the next stage of development, ahead of Council consideration in November 2026.
On 20 October 2026, Vescient briefed Elected Members on the outcome of their assessment. Vescient's Concept Assessment (31 August 2026) findings are summarised below.

Submission

N/A

Report

Vescient reviewed the HRIH business case documentation and supporting financial model, and conducted stakeholder interviews with six industry, defence and research organisations, to independently test whether the HRIH concept is ready to progress.

Vescient's overall conclusion is that the HRIH concept is strategically and commercially sound at this stage of development, and it recommends Council approve progression to the next stage – subject to a defined set of conditions being addressed and validated through that next stage, as set out below. Details of the next stages will be forwarded when the HIRH Business Case is tabled for Council's consideration, following the public advertising.

Strategic rationale

Vescient considers the HRIH concept strategically and commercially sound at this stage of development. The proposed 3 Amur Close site sits within the broader Henderson maritime and defence ecosystem and close to the newly confirmed Henderson Defence Precinct, strengthening HRIH's relevance as a research and innovation hub supporting defence, maritime and advanced technology activity. The concept addresses a recognised gap for a central facility connecting small-medium enterprises (SMEs), defence primes, research institutions and government.

Commercial review

The $9 million facility concept (comprising approximately $6 million in build costs and $3 million in site works) provides a reasonable basis to progress, subject to further validation. The financial model assumes occupancy ramping to 95% within 12 months; Vescient considers this should be tested and strengthened through the Opportunity, Options and Market (OOM) report and pre-feasibility, alongside the capital cost estimate (based on costings now approximately two years old) and the proposed funding mix of City, State Government and industry contributions (ranging between $6 million and $9 million).

Stakeholder engagement

Of the six stakeholders interviewed (including Curtin University, UWA Oceans Institute, Babcock International Group, Global Coating Systems, Hyperion Systems and Trident Australia), 66% indicated they were interested or likely to proceed, and 17% were ready to commit subject to terms. Most stakeholders require further information on pricing, lease terms, security provisions and tenant mix before making firm commitments – indicating positive but not yet confirmed demand.

Comparative hub models

State Government Engagement

The City has continued to engage with the State Government, through Defence West, on potential State co-investment in the Henderson Research and Innovation Hub (HRIH). Defence West has engaged an independent consultant to assess the HRIH proposal. The consultant will recommend the value of any potential State Government funding contribution and assess the broader economic value of the Hub to Western Australia. City officers have been working with the consultant and providing available information to support this work. The consultant's report is expected to be finalised by December 2026 with a decision on any funding recommendations anticipated from Treasury by February 2027.

The City is also working with Development WA on the provision of the proposed HRIH site at 3 Amur Close, Henderson, including the potential for a peppercorn lease arrangement.

The outcome of this process will inform the level and timing of any State contribution and, in turn, the City's overall funding strategy for the HRIH.

Conclusion

Vescient recommends progressing the HRIH concept through the (OOM) report and pre-feasibility stage as a staged assurance process, rather than a final investment decision. This work would comprise:

1. Developing the business case and commercial analysis and validating the $9 million facility baseline during the OOM stage.
2. Using structured engagement to convert stakeholder interest into firmer lease, membership or participation commitments.
3. Establishing a proportionate Project Management Office (PMO) from the OOM stage to coordinate scope, funding, risk and stage-gate reporting.

Strategic Plans/Policy Implications

Our Economy
Attracting investment, supporting business and visitor growth and boosting local jobs through vibrant hubs.
• Attract investment to the City by promoting innovation and economic opportunity. Facilitate vibrant, connected commercial hubs and visitor experiences.

Our Environment
Valuing natural assets, building climate resilience and using resources sustainably. • Enhance climate resilience and champion environmental initiatives to mitigate impacts.

Budget/Financial Implications

The HRIH concept assessed by Vescient is based on a total facility cost of approximately $9 million (ex GST), comprising approximately $6 million in build costs and $3 million in site works. These costings are based on information now approximately two years old and require validation as part of the OOM stage.

The financial model considered by Vescient assumes funding contributions of between $6 million and $9 million from a combination of the City, State Government and industry, with upfront capital required ahead of tenancy income being received.

Approving progression to the OOM stage is not a final investment decision and does not itself commit Council to the $9 million facility cost. A confirmed funding pathway, updated cost estimate and full financial model will be presented to Council with the finalised Business Plan following OOM and pre-feasibility.

Legal Implications

The advertising of the Business Case (plan) must comply with the requirements of section 3.59 of the Local Government Act 1995, as amended.

Community Consultation

N/A

Risk Management Implications

Vescient's Business Case identifies nine strategic risks across financial, operational, reputational and political categories, each with proposed mitigations (see attached Business Case, Table 1). Key risks include:

- Demand conversion – stakeholder interest may not convert into signed commitments if pricing, lease terms, or tenant mix do not align with expectations
- Commercial viability – lower occupancy, delayed revenue, cost escalation or unconfirmed funding may increase the City's financial exposure

- Secure facility/SCIF pathway – if secure facility requirements are not tested during OOM, the City may underestimate the extent to which defence tenants' commitments depend on secure access and accreditation
- State Government alignment and funding pathway – HRIH may not secure State Government support or funding if its role is not clearly differentiated from other emerging defence, research and innovation initiatives
- Ecosystem alignment – the Hub may duplicate or be perceived to compete with other defence maritime and innovation initiatives if its role and value proposition are not clearly differentiated.

There is also a risk in delaying progress on HRIH, given the momentum built through existing industry and government interest, and the recent confirmation of the Henderson Defence Precinct site nearby.

Vescient recommends these risks be developed into a proportionate project risk register during the OOM stage.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Business Case for the Henderson Research and Innovation Hub

3 Amur Close, Henderson
October 2026

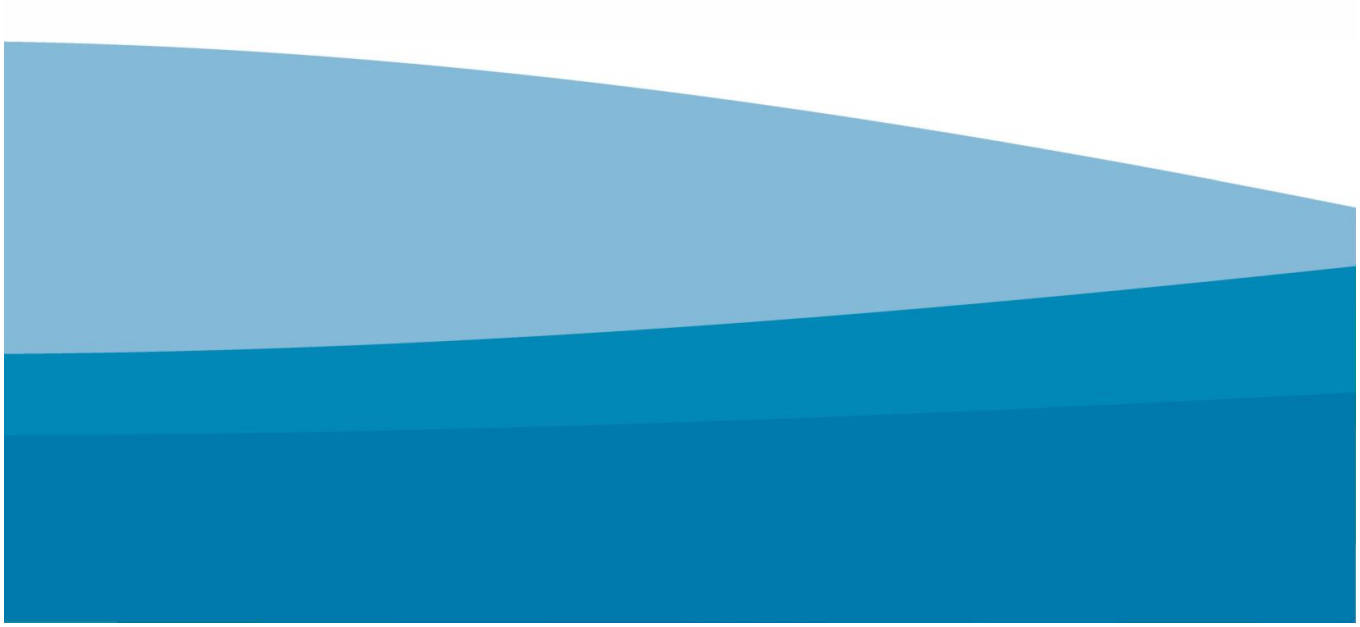


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Acknowledgement of Country

The City of Cockburn acknowledges the Nyungar people of Beeliar Boodjar. Long ago, now and in the future they care for Country. We acknowledge a continuing connection to Land, Waters and Culture and pay our respects to Elders, past and present.

Executive summary

The City of Cockburn recommends progressing the Henderson Research and Innovation Hub (HRIH), an industry-led facility supporting research, innovation and commercialisation across the blue economy, defence and technology sectors.

The strategic case for the HRIH has strengthened following the Australian Government's August 2026 announcement confirming the location of the Henderson Defence Precinct (HDP) and anticipated growth in naval shipbuilding, submarine sustainment and related industry activity. The proposed HRIH site is strategically located near the HDP and is viewed as an important component of the Western Defence Forge initiative, which supports the State Government's priority to coordinate defence innovation infrastructure, research capability and industry collaboration.

The HRIH would address a recognised gap by providing a central facility connecting SMEs, defence primes, research institutions and government within the broader Henderson defence, maritime and blue economy ecosystem. Aligned with the 2026 Defence Innovation, Science and Technology Strategy, it could build local capability in subsea robotics, autonomous systems, artificial intelligence, quantum technologies, cyber and climate-change mitigation while supporting employment, innovation, AUKUS participation and sovereign industrial capability.

The concept has an indicative capital cost of approximately $9 million which comprises initial facility construction, land development, selected facility fit out, and soft costs such as approvals, project management, and engineering. It should be noted that a greater demand from industry, both domestic and foreign, may justify higher capital investment based upon secured leases predevelopment. The current funding assumption is an equal contribution from the Western Australian Government, the City of Cockburn and industry.

The proposed funding structure, venture vehicle and return based upon a 31-year peppercorn lease - as well as the project scope, costs, demand, property arrangements, operating model, security requirements and funding commitments - must all be validated through concept design, market testing, cost planning and independent assurance.

It is recommended that Council approve the HRIH business plan for statutory public advertising as a Major Land Transaction and authorise the establishment of a proportionate Project Management Office to complete the development and assurance work required for subsequent Council decisions. This approval would progress consultation and project development but would not constitute a final investment decision.

The scope, configuration, cost, commercial model and delivery model will be refined through the PMO-led options, market, concept-design and assurance work before the proposal returns to Council. Future investment decisions will be subject to:

- consideration of submissions received through statutory public advertising;
- validated tenant under binding commercial heads of agreement;
- an agreed minimum viable scope, property, delivery, governance and operating model for the facilities;
- confirmed funding model and validated viable commercial feasibility and agreed ROI; and
- assurance of project parameters inclusive of design requirements, cost to an Association for the Advancement of Cost Engineering (AACE) class 2 estimate, risk, security requirements and operational management, and schedule.

The HRIH presents a significant opportunity to strengthen Cockburn's defence, maritime and innovation ecosystem, attract investment, create local jobs and build sovereign industrial capability. The project should progress through the recommended staged pathway, maintaining momentum while validating the evidence, safeguards and delivery arrangements required for a final investment decision. Delivery would remain accountable within the City's governance framework, supported by strategic industry guidance from a Steering Committee.

OFFICIAL: Sensitive

1 Introduction

The purpose of this business case is to provide the City of Cockburn with a structured basis for deciding whether and how to progress the Henderson Research and Innovation Hub (HRIH).

The HRIH is proposed as an industry-led facility supporting collaboration, research, innovation, commercialisation, workforce capability and business participation across the defence, maritime, advanced manufacturing and blue-economy sectors. It is intended to provide a focal point in Henderson where businesses, researchers, education providers, government and industry partners can access facilities, develop projects and progress technologies or services toward testing, adoption and commercial application.

On 10 December 2024, Council approved the establishment of the HRIH and authorised the Chief Executive Officer to purchase, rent or build a facility suited to the Hub and its stakeholders. Subsequent work identified 3 Amur Close, Henderson, as a potential location and developed an initial facility, tenancy and financial concept.

The proposed scope includes:

- flexible office, workshop, laboratory, storage and laydown space;
- shared meeting, training and demonstration facilities;
- facilities and services supporting research, development and commercialisation;
- business-readiness and defence supply-chain support for small and medium enterprises;
- workforce development and industry-linked training;
- a curated mix of tenants and participating organisations;
- an active project-brokerage and collaboration function;
- an outsourced facilities and operational management function; and
- governance through Council-approved arrangements supported by industry, research and training stakeholders.

The immediate decision is to progress the business plan to statutory public advertising as a Major Land Transaction and authorise the establishment of a Project Management Office (PMO) to complete the development and assurance work required for subsequent Council decisions. The scope, configuration, cost, commercial design and delivery model will then be refined through the PMO-led options, market, concept-design and assurance work before the proposal returns to Council.

2 Organisational Objective/Alignment with the Strategic Community Plan

The organisational objective is to strengthen Cockburn's position as a centre for defence, maritime and blue-economy capability by creating a practical pathway through which industry needs can be connected to businesses, researchers, training providers, specialist facilities, funding and potential customers.

The HRIH supports the City's broader goals by:

- encouraging local economic diversification and investment;
- supporting employment, workforce development and business growth;
- improving opportunities for local small and medium enterprises to participate in defence and maritime supply chains;
- strengthening collaboration between industry, education, research and government;
- supporting innovation, commercialisation and sovereign industrial capability;
- leveraging Henderson's established industrial and maritime strengths;
- improving Cockburn's attractiveness as a location in which to work, invest and develop advanced capability; and
- supporting sustainable economic development through blue-economy and marine-technology activity.

The proposal is aligned with the City's values:

- **Customer service:** responding to identified industry and stakeholder needs through accessible facilities, information and support.
- **Safety:** incorporating appropriate workplace, physical-security, cyber-security and defence-related requirements into the design and operating model.
- **Accountability:** applying transparent governance, stage-gate approvals, financial assurance, risk management and performance reporting.
- **Sustainability:** supporting long-term economic resilience, adaptable facilities and innovation in marine and blue-economy sectors.
- **Excellence:** creating a disciplined pathway for collaboration, capability development, testing and adoption rather than relying on co-location alone.

The HRIH should be positioned as part of the wider WA defence and innovation ecosystem and be aligned with the 2026 Defence Innovation, Science and Technology Strategy. Its role must be differentiated from other research and innovation hub initiatives and coordinated with State Government, Defence West, universities, training providers, industry associations, defence primes and existing facilities.

3 Situational assessment and problem statement

Henderson is a nationally significant maritime, shipbuilding and defence precinct, but it does not currently have a dedicated, fit-for-purpose research and innovation hub that integrates flexible industry accommodation with research, training, secure collaboration, business support and active project development.

The principal problems are:

- **Fragmentation:** businesses, research organisations, training providers, government and defence stakeholders operate across separate facilities and programs without a single Henderson-based pathway for collaboration.
- **Barriers for smaller businesses:** small and medium enterprises may lack suitable premises, specialist facilities, connections, accreditation support and access to defence or prime-contractor opportunities.
- **Workforce pressure:** expansion in shipbuilding, sustainment and advanced maritime activity is creating demand for skilled workers and closer alignment between employers, training organisations and education providers.
- **Limited innovation infrastructure:** Henderson lacks a dedicated environment in which industry problems can be matched with researchers, technology providers and pathways for testing, demonstration and adoption.
- **Uncoordinated investment risk:** without an agreed role, operating model and relationship with other initiatives, new facilities could duplicate existing services or fail to convert interest into practical projects and outcomes.
- **Commercial uncertainty:** stakeholder interest has not yet been converted into sufficient documented commitments to confirm the minimum viable facility, service offering or revenue base.

The HRIH is intended to provide:

- a front door for Henderson-based defence, maritime and blue-economy innovation;
- flexible accommodation and shared infrastructure;
- active brokerage to identify industry problems and form collaborative projects;
- pathways for research, training, testing, demonstration and commercialisation;
- business-readiness and supply-chain support;
- stronger links between small and medium enterprises, primes, education providers, researchers and government; and
- a platform that complements, rather than duplicates, other Western Australian initiatives.

The problem is not solved by providing property alone. The HRIH will require a clearly defined mission, differentiated services, accountable governance, a capable operator and measurable pathways from industry need to project formation, testing, external commitment and adoption.

4 Assumptions and constraints

4.1 Assumptions

The current business case is based on the following assumptions. The PMO should record the evidence required to validate each assumption, assign an owner and review date, and identify the decision gate by which it must be confirmed or treated as a risk.

- the site currently identified at 3 Amur Close can be secured on acceptable tenure and commercial terms, subject to confirmation of ownership, availability, site condition, access, servicing, development obligations and permitted use;
- the proposed location and facility can satisfy applicable planning, building, environmental, servicing, access and security requirements;
- the minimum viable facility scope can be defined through concept design and stakeholder validation;
- stakeholder interest can be converted into leases, memberships, projects or other documented commitments;
- external capital or in-kind contributions may be available from the Western Australian Government, industry partners or other eligible funding sources, but the amount, timing, conditions and certainty of these contributions must be confirmed before any final investment decision;
- Investment will require a special purpose vehicle to assure investment returns and remove capital risk;
- the City will define and approve a maximum acceptable financial exposure before any final investment decision;
- commercial subleasing and day-to-day facilities management can be delivered by an appropriately qualified operator with demonstrated capability in tenant management, defence-industry environments, security compliance, facilities operations, performance reporting and stakeholder coordination;
- the HRIH can attract and retain an effective mix of businesses, research organisations, education providers and industry partners;
- targeted market engagement will test whether other tenant opportunities exists in the market beyond what has been contemplated by domestic users;
- subject to Council approval, the City will establish and appropriately resource a proportionate project management office to coordinate HRIH development, manage scope, design, schedule, cost, risk, stakeholder engagement and assurance, and support stage-gate reporting and decision-making;

- capital and operating costs can be validated using contemporary design information, market testing and appropriate contingency;
- the HRIH can be differentiated from other research and innovation initiatives;
- progression will occur through stage-gate decisions rather than a single investment decision; and
- The Council decision sought in October 2026 is approval to publicly advertise the business plan for the proposed Major Land Transaction and to undertake the parallel development and assurance work; it is not approval of an unconditional final investment.

4.2 Constraints

Key constraints include:

- unconfirmed demand to support detailed scoping and costing;
- unconfirmed property, lease and site-development arrangements;
- environmental and approval requirements;
- limited internal project-management and asset-management capacity;
- dependence on external funding and partner contributions; and
- uncertainty about whole-of-life operating costs, including utilities, maintenance, insurance, security compliance, specialist systems, operator fees and asset renewal, and the resulting affordability and subsidy requirements.

5 Target benefits

The HRIH is intended to deliver measurable economic, industry, innovation and workforce outcomes. The PMO should establish a benefits realisation plan that defines each benefit, its baseline, target, measurement method, accountable owner, reporting frequency and expected timeframe.

- increased participation by Cockburn and Western Australian businesses in defence, maritime and advanced-industry supply chains, measured through supplier engagement, contracts awarded, revenue generated and progression toward relevant industry and security requirements;
- stronger collaboration between industry, researchers, education providers, primes and government;
- conversion of genuine industry problems into structured research, innovation and commercial projects;
- increased opportunities for technology testing, demonstration, trial and adoption;
- improved workforce-development pathways aligned with employer needs;
- additional external funding, private investment, collaborative projects and

partner contributions secured for HRIH-related activities, with the source, value, purpose and conditions of each commitment recorded;
- more effective use of Henderson's location within the broader defence and maritime ecosystem;
- increased visibility of Cockburn as a place for advanced-industry investment and capability development; and
- a staged and evidence-based pathway for building sovereign and local industrial capability.

Benefits should be tracked through a connected conversion pathway that shows how qualified industry needs progress into collaborative projects, testing or trials, external commitments and ultimately operational or commercial adoption. The PMO should monitor conversion rates, elapsed time, attrition and barriers between each stage.

1. **Qualified industry problems:** documented needs with an identified problem owner, strategic relevance, a credible pathway to HRIH support and sufficient information to assess potential participants, resources, security requirements and intended outcomes.
2. **Collaborative projects commenced:** qualified problems converted into formally approved projects with defined scope, participants, milestones, resources, governance, security requirements, intended benefits and accountable ownership.
3. **Projects progressing to testing or trial:** projects reaching technical validation, demonstration, prototype testing or operational trial.
4. **External commitment secured:** written confirmation of funding, investment, customer support, procurement intent or partner contributions, including the value, conditions, timing and responsible organisation.
5. **Technology or service adopted:** HRIH-supported outputs being used by an operational or commercial customer.

Economic and workforce benefits should also be measured through jobs created or supported, apprenticeships and training outcomes, workforce participation, business growth, new market entry, contracts secured and investment attracted. Targets should distinguish direct HRIH outcomes from wider economic activity influenced by the Henderson Defence Precinct or other initiatives.

Occupancy, memberships, events, attendance, stakeholder engagement and media coverage may be reported as enabling or activity measures. They should not be presented as evidence of innovation, commercialisation or economic impact unless a demonstrated contribution to the conversion pathway or an agreed benefit measure can be shown.

6 Assessment of risks

The risk table below provides a preliminary assessment only. On establishment, the PMO should develop a detailed risk register using the City's approved risk-management framework and criteria, including risk appetite and tolerance, likelihood, consequence, inherent and residual ratings, control effectiveness and escalation thresholds. The register should be reviewed throughout public advertising, project development and each subsequent Council decision gate.

Each risk record should capture the risk, ratings, controls, treatments, owners, deadlines, escalation threshold and status. The PMO should report material and emerging risks, overdue actions and aggregate exposure.

The PMO should assess risk interdependencies and cumulative exposure rather than considering each risk in isolation. In particular, delays in funding, approvals, scope definition or tenant commitments may combine to increase cost, defer revenue, weaken stakeholder confidence and reduce the project's strategic advantage. Scenario analysis should be used to test these combined effects before each investment decision.

Category	Risk	Description	Proposed controls and treatments
Financial	Demand conversion	Stakeholder interest may not be converted into binding commitments if pricing, lease terms, facilities, security arrangements or tenant mix do not meet expectations.	Issue clear information packs and indicative terms; test willingness to pay; establish a tenant-conversion pipeline; obtain minimum of 60% binding heads of agreement commitments before approving major investment.
Financial	Commercial viability	Lower occupancy, delayed revenue, cost escalation, funding shortfalls or understated operating costs may increase the City's exposure and delay break-even.	Rebuild and independently assure the financial model; apply sensitivity testing and contingency; confirm funding; define an affordability ceiling; use stage-gate approvals.

Operational and financial	Scope and cost definition	An insufficiently defined facility scope may result in inaccurate budgets, scope growth, unsuitable facilities or unplanned lifecycle costs.	Establish an indicative design and scope baseline; document inclusions and exclusions; prepare contemporary cost plans; include contingency and change control.
Operational and governance	Delivery and operating model	Unclear ownership model under funding arrangements. Responsibilities between the City, operator, Steering Committee and partners may create gaps in accountability and decision-making.	Define the investment vehicle structure and the ownership model. Approve a governance framework, decision rights, delegations, operator responsibilities, escalation pathways and performance measures.
Operational and financial	Delivery timeline	Funding, approvals, procurement, design dependencies or unresolved scope decisions may delay implementation and cause prospective participants to pursue alternatives.	Develop an integrated schedule with dependencies, contingencies, owners and go/no-go gates; maintain a live dependency register and regular reporting.
Political, operational and strategic	Ecosystem alignment	HRIH may duplicate or be perceived to compete with other defence, maritime, research and innovation initiatives.	Map related initiatives; consult State Government, Defence West, universities and industry; define complementary roles and referral pathways; review alignment at each stage.
Political, financial and strategic	State Government alignment and funding	State support may not be secured if HRIH's role is unclear or insufficiently aligned with wider defence and innovation priorities.	Develop a clear value proposition and funding case; demonstrate complementarity; engage government early; identify alternative funding and staged-scope options.

Table 1: Preliminary Risk Assessment

7 Identification of Stakeholders

The following stakeholders have been identified.

7.1 Internal stakeholders

- Council;
- Chief Executive Officer;
- Executive Leadership Team;
- Economic Development;
- Finance;
- Strategic Planning;
- Governance and Legal;
- Procurement and Contracts;
- Property and Asset Management;
- Planning and Development;
- Infrastructure and Engineering;
- Information and Cyber Security;
- Communications and Engagement;
- Work Health and Safety; and
- the proposed HRIH project sponsor, project manager and project management office, with responsibilities clearly distinguished between executive accountability, day-to-day delivery coordination and project controls.

7.2 External stakeholders

- WA Government agencies, including DevelopmentWA, Defence West and relevant economic-development, training and planning agencies;
- Australian Government and Defence stakeholders;
- Henderson Defence Precinct stakeholders;
- Henderson Alliance and relevant industry associations;
- defence primes and major maritime-sector businesses;
- local small and medium enterprises;
- universities and research organisations;
- South Metropolitan TAFE and other education and training providers;
- current and prospective tenants, members and project partners, including Australian and US defence-adjacent businesses identified through targeted market engagement;
- facility-management and specialist service providers;
- the landowner, property counterparties, utilities providers, planning authorities and environmental and other regulatory bodies relevant to tenure, access, servicing, approvals and development obligations;

- investors and funding partners;
- local businesses and the wider Cockburn community; and
- related research and innovation initiatives at Henderson, Rockingham, Murdoch and elsewhere in Western Australia.

The PMO should maintain a stakeholder register that records each stakeholder's interests, influence, decision role, information needs, engagement owner, engagement method and required evidence of support or commitment. Stakeholders should be prioritised according to their ability to affect statutory approvals, funding, site access, security accreditation, demand, delivery and benefits realisation.

Engagement should combine the statutory public-submission process for the proposed Major Land Transaction with targeted engagement involving prospective tenants, members, partners, property counterparties, government and regulatory stakeholders. Each engagement activity should have a defined purpose, accountable owner and documented outcome. General support, qualified interest and formal commitment should be recorded separately, with participants given sufficient information about scope, pricing, lease or membership terms, security, operating arrangements and timing to provide an informed response. Material issues, commitments and changes in stakeholder position should be reported through the PMO and reflected in subsequent Council decision papers.

8 Identification, Analysis and Comparison of Options

The options are assessed against strategic alignment, statutory compliance, benefits, demand, whole-of-life cost, affordability, deliverability, risk, flexibility and time to operation. The assessment should distinguish the immediate decision before Council from any later decision to fund, procure or deliver the HRIH.

It should be noted that commercial development and its viability is driven completely by demand. The current preliminary modelling to develop a rough order of magnitude financial assessment for viability is based on a total capital commitment of $9M. However typical commercial developments are not bound by a prescribed capital budget but defined by development return and viability, which is driven by market demand for the commercial product.

The financial analysis supports the development sitting within financial acceptable commercial viability. This warrants a more detailed prefeasibility assessment stage where more detailed demand, design, requirements and associated financial data with less assumption-based modelling occurs. The modelling shows that scale is a significant driver of higher profitability. Demand from the market may suggest that a higher capital investment is warranted and these aspects in the options analysis within the prefeasibility should be conducted. These options would consider aspects such as staged development which would provide risk management against early over capitalization but also has a direct impact on build design and site planning and zoning.

Option 1: Proceed directly to full facility delivery

Description: Commit to the current facility concept and proceed immediately with property, design, procurement and implementation without first completing the further demand validation, options analysis, commercial design, concept design and assurance identified in this business case.

Advantages:

- maintains momentum;
- may secure early positioning within the expanding Henderson defence ecosystem;
- provides a strong signal to industry and government; and
- could accelerate availability of facilities.

Disadvantages and risks:

- scope, cost and demand remain insufficiently validated;
- exposes the City to material financial and delivery risk;

- relies on unconfirmed funding and occupancy assumptions;
- may lock in an unsuitable or oversized facility;
- secure-facility requirements remain unresolved; and
- does not provide adequate assurance for a final investment decision.

Option 2: Progress to public advertising and complete further assurance

Description: Approve the HRIH business plan for statutory public advertising as a Major Land Transaction and establish a dedicated project management office in parallel. The PMO would complete the options analysis, commercial and operating-model design, concept design, demand validation, financial assurance, risk analysis, governance and delivery planning required for a subsequent Council decision. Council would then consider the public submissions and complete analysis before deciding whether, and on what terms, to proceed.

Advantages:

- meets the statutory public-consultation step applicable to the proposed Major Land Transaction;
- provides the community with a formal opportunity to comment before making a final decision;
- maintains project momentum while improving the evidence base;
- establishes clear project ownership, controls and reporting through a PMO;
- allows demand, scope, commercial arrangements, cost and affordability to be tested;
- enables the City to refine the concept and define its maximum financial exposure;
- supports structured engagement with government, industry and prospective tenants; and
- provides formal decision gates before any final commitment.

Disadvantages and risks:

- requires additional time and development expenditure;
- may delay final delivery;
- some prospective participants may seek alternative arrangements; and
- continued stakeholder communication will be required to maintain confidence.

Option 3: Delay while investigating alternative sites or models

Description: Pause the current proposal and assess alternative Henderson sites, property arrangements, delivery partners, staged configurations and operating models against the same strategic, financial, commercial, delivery and risk criteria applied to the current proposal.

Advantages:

- may identify a lower-cost or more suitable option;
- provides additional time to clarify funding and partnerships; and
- may reduce site-specific risk.

Disadvantages and risks:

- may weaken momentum and stakeholder confidence;
- could delay alignment with Henderson Defence Precinct activity;
- does not remove the need for scope, cost and demand validation; and
- suitable Henderson properties may be limited.

Option 4: Do not proceed

Description: Discontinue the HRIH initiative and rely on existing or emerging facilities and programs.

Advantages:

- avoids direct capital and operating exposure;
- avoids delivery and governance obligations; and
- allows resources to be redirected.

Disadvantages and risks:

- foregoes an opportunity to strengthen Henderson's industrial and innovation ecosystem;
- provides no dedicated local pathway for collaboration and project development;
- reduces the City's influence over the development of local capability;
- may disadvantage local businesses seeking access to networks, facilities and support; and
- may result in activity and investment being captured by other locations.

Comparative assessment: Option 1 offers the fastest route to delivery but carries unacceptable uncertainty in scope, demand, cost, funding and security requirements. Option 3 may identify alternatives but would delay the project without removing the need for detailed validation. Option 4 avoids direct exposure but would forgo the strategic and economic opportunity. Option 2 provides the strongest balance of momentum, statutory compliance, evidence development, affordability control and staged decision-making.

Preferred option: Option 2 provides the strongest balance of project momentum, statutory compliance, affordability control and risk reduction. It enables the City to progress public consultation and further project development without committing to delivery before the scope, demand, costs, funding, commercial arrangements and key risks have been validated. Council should consider the public submissions and completed analysis before making any final investment, procurement or delivery decision.

9 Resources – Financial, Human and Technical

The October 2026 business case and supporting financial model provide a preliminary baseline for assessing the HRIH's affordability and funding requirements. Before they inform any final investment decision, the assumptions, calculations and treatment of capital, operating, lifecycle and funding costs should be independently assured.

The current commercial development concept assumes an indicative capital cost of approximately $9 million, comprising approximately $6 million for facility construction and $3 million for site works and fit-out-related requirements. The proposed funding split assumes potential contributions of $3 million each from the City, the Western Australian Government and industry; none of these contributions is confirmed. The commercial vehicle for ownership and the relationship to infrastructure investment where the underlying land is only leased has not been considered in the valuation, investment risk, and ownership return model. These aspects must be designed and defined in the prefeasibility to enable the commercial development to be viable.

There are some significant assumptions in the modelling, none of which have been validated but within an AACE Class 5 estimate are reasonable. Key assumptions are:

- a capitalization rate of 4% which has assumed government leases and major prime leases over a 10-year period as the anchor tenants;
- a peppercorn or otherwise favourable site arrangement. It is noted that commercial development on leased land is undesirable for investors. It requires a high cash return on investment as capital value realization is not achieved;
- the secure zoning functional design works in a design arrangement which

conforms with the Protective Security Policy Framework (PSPF), ISM and any specific defence contracting controls applied to tenants;
- outgoings are recoverable at a minimum of 50%;
- given proximity to the HDP and the uniqueness of the facility it can demand premium rent for product; and
- occupancy commencing at 100% in the first year.

The City needs to commit to the next stage of due diligence, design, commercial analysis and value engineering. This requires an appropriately resourced PMO. The associated costs are included within the $9 million estimate as development soft costs. Soft costs refer to the project management, engineering, approvals, permits, and other owners' costs which contribute to the capital development. Before a final investment decision which commissions construction, the City should:

- establish the project;
- establish a design and scope baseline;
- define more accurate capital and operating cost estimates;
- distinguish base scope from staged enhancements;
- define above-the-line and below-the-line costs;
- design the commercial investment model and special purpose vehicle as the entity which owns the development;
- confirm insurance provisions;
- test occupancy, rental, timing, cost and funding sensitivities;
- define the City's maximum affordable contribution;
- confirm State and industry funding commitments; and
- document the proposed loan or repayment approach, if applicable.

Human resources should include:

- a senior project sponsor accountable for outcomes;
- a project manager for the City and a dedicated PMO responsible for integrated delivery and controls;
- access to commercial and financial support
- planning, property and procurement support;
- design, engineering and quantity-surveying expertise;
- security and cyber-security specialists;
- stakeholder engagement and communications support;
- legal and governance advice; and
- an experienced future facility or program operator.

Technical resources should provide an integrated control environment comprising an approved financial model, requirements and scope baseline, integrated schedule, risk

and assurance registers, stakeholder and tenant pipeline, benefits realisation plan, decision and issues logs, document and records management, change control, cost and schedule reporting, and stage-gate dashboards. The PMO should assign ownership, access controls, update frequencies and version-control requirements for each information set.

10 Implementation strategy

Implementation should proceed through a conventional project delivery lifecycle with controlled stages. Typically, this would see the establishment of the project and associated PMO and the commencement of prefeasibility activities to validate the scope, cost and schedule for the project's whole life. The stages for this project are recommended to be:

1. Prefeasibility: preliminary engineering design and commercial validation;
2. Feasibility: detailed design and procurement;
3. Construction;
4. Commissioning; and
5. Transition to operations.

Significant cost, construction, and schedule risk is removed when the front end of the project is loaded with greater detail. The project has completed a preliminary business case and concept at a Class 5 order of magnitude assessment and now needs to transition into prefeasibility. Progress from each stage should be through a stage gate review process where all aspects of the project are reviewed and challenged to enable the funding approval for the next stage based on certainty gained at the stage gate review. The current basis of estimate used for this business case is at the order of magnitude level and is approximately a Class 4 estimate. At the completion of prefeasibility the estimate would be Class 3, and at the completion of the feasibility stage the final design would provide a Class 1 estimate from which evaluation of construction tenders will be based against. Reference to the AACE classes of estimate is provided below in Diagram 1.

AACE Class	ANSI Classification	Typical Use	Project Definition	Expected Range of Accuracy		Other Terms
				Low Expected Actual Cost	High Expected Actual Cost	
Class 5	Order-of-Magnitude	Strategic Planning; Concept Screening	0% to 2%	-50% to -20%	+30% to +100%	ROM; Ballpark; Blue Sky; Ratio
Class 4		Feasibility Study	1% to 15%	-30% to -15%	+20% to +50%	Feasibility; Top-down; Screening; Pre-design
Class 3	Budgetary	Budgeting	10% to 40%	-20% to -10%	+10% to +30%	Budget; Basic Engineering Phase; Semi-detailed
Class 2	Definitive	Bidding; Project Controls; Change Management	30% to 75%	-15% to -5%	+5% to +20%	Engineering; Bid; Detailed Control; Forced Detail
Class 1		Bidding; Project Controls; Change Management	65% to 100%	-10% to -3%	+3% to +15%	Bottoms Up; Full Detail; Firm Price

Diagram 1: 18R-97: AACE Cost Estimate Classification System

10.1 Prefeasibility

During the Prefeasibility stage the following activities will be conducted:

10.1.1 Council approval for statutory public advertising

- Confirm that the proposal is to be treated as a Major Land Transaction.
- Approve the business plan for statutory public advertising.
- Authorise preparation and issue of the required public notices and supporting consultation material.
- Appoint a project sponsor and authorise establishment of the PMO.
- Approve the resources and objectives for the advertising, development and assurance phase.

10.1.2 Establish the project management office

- Appoint a project manager and proportionate project management office.
- Establish project controls, document management, schedule, risk register and reporting.
- Maintain a single source of truth for scope, cost, risk and stakeholder information.

10.1.3 Scoping and design

- Tenancy engagement and requirement capture.
- Preliminary design and engineering.
- Project (owners) and construction schedule development.
- Cost estimation (owners/soft costs and construction estimate), valuation, value engineering and ROI assessments.
- Commercial design and investment vehicle design.
- Investment engagement and finance development.
- Commence approvals submission documentation for heritage and environment.
- Zone facility preliminary design.
- Development procurement plan.
- Prepare for Feasibility stage gate review.

10.2 Feasibility

- Undertake detailed design.
- Submit remaining construction approvals.
- Detailed cost estimate.
- Finalise cost and work breakdown structures.
- Detailed scheduling.
- Construction risk assessment.
- Security zone approvals.
- Procurement plan finalisation and develop various tender documents and associated scopes of work.
- Potential early works procurement for site development and services reticulation.
- Develop operating concept documentation.
- Final gate review and financial investment decision.
- Conduct procurement for construction contractor.

10.3 Construction

- PMO conducts superintendency functions.
- Quality assurance.
- Scope adherence.
- Variation management.
- Contract management.
- Contractor performance management.
- Progress reporting and payment validation of construction progress claims.

10.4 Commissioning and transition to operations.

- Final acceptance and validation for certificate of occupancy.
- Final progress claims and contractual management.
- Management of operations contractors and transition to operation onboarding and operational ramp up.
- Establishment of facility concierge.
- Onboarding of tenants.
- Transition to business operations under the ownership vehicle.

During the Feasibility stage the PMO will prepare an operational readiness and transition plan covering operator mobilisation, tenant onboarding, security accreditation and security management arrangements, staffing, systems, facilities management, emergency and business-continuity arrangements, benefits reporting, and asset handover. These aspects will inform the commissioning plan and ensure that readiness criteria is verified before occupation or service commencement.

11 Organisational change management

Although day-to-day facilities management will be outsourced, there will be some degree of organisational change within the City.

The change-management plan should define the change objectives, affected stakeholders, required capabilities, accountable owners, implementation schedule, communications and training activities, readiness criteria, dependencies, risks and measures of adoption. It should align with the operational readiness and transition plan and be reviewed at each relevant decision gate.

The City will need to establish:

- an agreed strategic plan for operational certainty;
- clear sponsorship and governance;
- defined Council, executive, project, and operational decision rights;
- internal capacity to oversee the facility and operator;
- contract-management and performance-monitoring arrangements;
- financial, risk and benefits reporting;
- stakeholder and partner-management responsibilities;
- processes for selecting tenants, members and projects;
- security, information-management and access arrangements;
- interfaces with planning, property, procurement, legal, finance and communications functions; and
- a controlled transition from project delivery to business-as-usual oversight,

supported by an approved handover plan, accepted operational responsibilities, verified capability and clearly assigned ownership of residual risks, contracts, assets, security obligations and benefits reporting.

As part of the prefeasibility scope, the PMO should complete a change-impact assessment covering affected business units, processes, systems, policies, delegations, workforce capacity, security responsibilities and interfaces with the future operator. The assessment should identify required changes, accountable owners, timing, dependencies and resource implications.

- identify affected internal teams and external partners;
- define new roles, responsibilities and capability requirements;
- communicate the staged nature of the decision;
- manage stakeholder expectations about timing, scope and commitments;
- provide training and guidance for governance, contract management and benefits reporting;
- establish readiness criteria for each implementation stage; and
- confirm the operating model before facility launch.

Change readiness should be monitored through agreed measures, including completion of role appointments, training, process and policy updates, system readiness, operator mobilisation, security accreditation, tenant onboarding preparedness and closure of critical transition actions. Material readiness gaps should be reported through the PMO and resolved before operational commencement.

The Steering Committee may provide strategic industry advice but should not exercise City governance, project-control or operator-management responsibilities. Its terms of reference should define its purpose, membership, chair, advisory scope, conflicts-of-interest requirements, access to information, reporting obligations and escalation pathways, while reserving formal decisions and delegations to the City and operational accountability to the appointed operator.

12 Recommended option

It is recommended that Council approve the HRIH business plan for statutory public advertising as a Major Land Transaction and authorise the establishment of a Project Management Office to complete the development and assurance work required for subsequent Council decisions. This approval would progress consultation and project development but would not constitute a final investment decision.

To implement these recommendations, Council should:

1. **Approve consultation and establish governance:** endorse the strategic rationale for the HRIH, approve statutory public advertising as a Major Land Transaction, authorise the Chief Executive Officer to give the required public notice and invite submissions, establish and resource a dedicated and proportionate Project Management Office to coordinate the statutory process, project development, assurance and stage-gate reporting.

2. **Define the preferred scope and delivery model:** assess property, delivery, staging and operating-model options against consistent criteria; develop a commercial model covering tenancy, pricing, operations, revenue, partnerships, funding and risk allocation; and prepare an indicative concept design and minimum viable scope, including separate consideration of any secure-facility requirement.

3. **Validate demand and partnerships:** confirm tenant, member and partner requirements, willingness to pay, documented commitments and external funding contributions.

4. **Confirm affordability, risk and implementation readiness:** rebuild and reconcile the financial model using validated scope, commercial and cost information; obtain independent assurance; define the City's maximum acceptable financial exposure; and complete the risk register, integrated implementation schedule, governance framework and operating model, including decision rights, delegations, operator responsibilities, performance measures and escalation pathways.

5. **Return to Council for a final decision:** present the public submissions, preferred option, validated scope and demand, confirmed funding and affordability, independently assured financial model, risk and assurance findings, governance and operating model, implementation plan and final recommendation before any commitment to procurement or delivery.

This is the preferred pathway because it fulfils the public consultation requirements for the proposed Major Land Transaction while maintaining project momentum and reducing the key uncertainties relating to scope, demand, cost, funding, security, governance and delivery. By establishing clear evidence requirements and decision gates, the staged approach enables Council to determine whether the HRIH should proceed, the conditions for progression and the City's maximum acceptable financial exposure.

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Declaration

Type of Interest	Nature of Interest
Cr Chontelle Stone declared an Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 14.1.3.	**Impartiality Interest** I am the former Interim Chief Executive Officer and former Vice President of the Melville Cockburn Chamber of Commerce, which ended in July 2026.

14.1.3 (2026/MINUTE NO 0170) Review of the Melville Cockburn Chamber of Commerce 2026/27 Memorandum of Understanding Funding Agreement

Responsible Executive Director Sustainable Development and Safety

Author(s) Economic Development Officer

Attachments 1. Draft 2026-27 Memorandum of Understanding - Melville Cockburn Chamber of Commerce ⇩

Officer Recommendation
MOVED Cr C Stone SECONDED Cr K Allen
That Council:

(1) APPROVES the proposed amendments to the Melville Cockburn Chamber of Commerce Key Performance Indicators to ensure alignment with the Melville Cockburn Chamber of Commerce's current operations and requirements;

(2) APPROVES the removal of the City's in-kind lease arrangement for the Melville Cockburn Chamber of Commerce's premises at Cockburn Health and Community Facility, 9/11 Wentworth Parade, Success, from the 2026/2027 Memorandum of Understanding;

(3) APPROVES an increase in the City's annual Memorandum of Understanding funding contribution to the Melville Cockburn Chamber of Commerce from $20,000 to $50,000 (excluding GST), comprising $40,000 in annual sponsorship and $10,000 towards the Melville Cockburn Chamber of Commerce Business Awards, to match the City of Melville's sponsorship contribution, and increasing the term to two years; and

(4) AUTHORISES the Chief Executive Officer to approve any final amendments to the Memorandum of Understanding and execute the final agreement on behalf of the City.

Council Decision
MOVED Cr C Stone SECONDED Cr K Allen
That Council:

(5) APPROVES the proposed amendments to the Melville Cockburn Chamber of Commerce Key Performance Indicators to ensure alignment with the Melville

Cockburn Chamber of Commerce's current operations and requirements;

(6) APPROVES the removal of the City's in-kind lease arrangement for the Melville Cockburn Chamber of Commerce's premises at Cockburn Health and Community Facility, 9/11 Wentworth Parade, Success, from the 2026/2027 Memorandum of Understanding;

(7) APPROVES an increase in the City's annual Memorandum of Understanding funding contribution to the Melville Cockburn Chamber of Commerce from $20,000 to $50,000 (excluding GST), comprising $40,000 in annual sponsorship and $10,000 towards the Melville Cockburn Chamber of Commerce Business Awards, to match the City of Melville's sponsorship contribution, and increasing the term to two years;

(8) AUTHORISES the Chief Executive Officer to approve any final amendments to the Memorandum of Understanding and execute the final agreement on behalf of the City; and

(9) AMENDS the Memorandum of Understanding Item 5.1 Quarter 4 April to June reporting deadline to the end of July 2027.

CARRIED 8/0

Reason

You cannot report on a period that is not closed.

Background

Following the 23 April 2024 Elected Members Strategic Briefing Session, City officers recommended that a business case be prepared to review the activities and performance of the Melville Cockburn Chamber of Commerce (MCCC), following a decline in MCCC business memberships, staff retention challenges and concerns regarding its financial viability, including outstanding venue utility charges of $12,716.50.

The review was presented to the 12 August 2025 Ordinary Council Meeting as a Confidential Item. Council approved the City's recommendation to enter into a new one-year Memorandum of Understanding (MOU) with the MCCC, with provision for $20,000 to be paid to the MCCC in quarterly instalments, subject to satisfactory achievement and reporting against the agreed Key Performance Indicators (KPIs). The MOU for the 2025/2026 financial year expired on 30 June 2026, with the

associated lease agreement for 9/11 Wentworth Parade, Success, expiring on 27 June 2026. Following the expiry of these agreements, the lease has transitioned to a holding-over arrangement. A further review of the MCCC has subsequently been undertaken, with consideration given to its operational and financial performance.

An annual review has been undertaken of the MCCC's financial and operational performance against the City of Cockburn and MCCC MOU, together with consideration of the proposed renewal of the MOU for 2026/2027. The review also considers the existing financial sponsorship arrangements and provides recommendations regarding ongoing City support and the allocation of funds to support the Chamber.

Submission

NA

Report

The MCCC's agreed KPI's, performance and confidential draft financials have been reviewed as part of the consideration of the proposed renewal on the MOU and funding arrangement between the City and MCCC. Confidential draft financials have been circulated to Elected Members.

The following steps were taken to review the performance of the MCCC:

- Review of the draft 2025/2026 end of year financial report
- Review of financial forecast 2025-27
- Review of total annual quarterly key performance indicator (KPI) report
- Meeting conducted with the City of Melville
- Meeting conducted with the Melville Cockburn Chamber of Commerce.

The MOU between the City and MCCC outlined KPI requirements and developed quarterly reports between the following dates:

- Q1 – Reporting on June to September 2025 (report due 31 October 2025)
- Q2 – Reporting on October to December 2025 (Report due 31 January 2026)
- Q3 – Reporting on January to March 2026 (Report due 30 April 2026)
- Q4 – Reporting on April to June 2026 (Report due 30 June 2026).

As part of the MCCC's KPI report, it was a requirement of the MCCC to ensure quarterly repayments of all outstanding financial areas were repaid. Upon review of the quarterly reports, the MCCC shows to have exceeded the repayment schedule outlined in KPI 4.1, along with the majority of KPIs being met with satisfactory compliance.

Discrepancies identified and explained in the 2025/2026 KPI report:

- **Q1 –** KPI 5.1.4: Unclear and insufficient details provided in the types of referrals made to the City.

- **Q2 –** KPI 5.1.1: An internal audit of MCCC membership records conducted by the MCCC during the third quarter resulted in a correction to the reported number of active MCCC members for quarter two, resulting in a discrepancy between the quarter one and quarter two reporting figures.

- **Q3 –** KPI 5.1.5: Customer satisfaction measures and perceived customer benefits were not disclosed.

- **Q4 –** KPI 4.1.6: The accountant-prepared EOFY financial statements remain outstanding, with a confidential draft version having been provided to the City and circulated to the Elected Members.

  The MCCC has engaged an accountant to prepare the final financial statements, which are expected to be provided to the City upon completion. In addition, the Annual General Meeting (AGM) has been completed and witnessed by City staff. The AGM minutes remain outstanding and are expected to be provided to the City in due course.

Overall, the MCCC has performed in accordance with the agreed MOU, achieving 88% compliance against the KPI expectations up to the reporting period ending 30 June 2026.

KPI 5.1.1 Membership

At the end of the 2024/2025 financial year, MCCC membership uptake and retention had declined for the third year. The introduction of a KPI requiring the MCCC to achieve 10% membership growth each quarter provided a clear focus on rebuilding the MCCC's membership base and supporting growth in membership revenue.

Following the implementation of this KPI, MCCC membership increased by 60% between the end of the 2024/2025 and 2025/2026 financial years.

Financial Year	Total members
2021 / 2022	236
2022 / 2023	132
2023 / 2024	105
2024 / 2025	95
2025 / 2026	157

KPI 5.1.2 Membership Engagement in Events and Activities

Previously, the delivery of business value-adding events by the MCCC was primarily limited to evening networking events. During the 2025/2026 financial year, under the Membership Engagement in Events and Activities KPI, the MCCC was required to deliver a minimum of 16 events annually, with at least 50% of events to be held within the City of Cockburn each quarter.

The MCCC exceeded the minimum event requirement and delivered a diverse range of events and activities, including the All-Abilities Exhibition, MCCC Business Awards, After Hours networking sessions, training workshops and business briefing sessions covering topics such as Defence, Development WA and local government procurement.

Across the 2025/2026 event calendar, the MCCC recorded a total of 820 registered event attendees. Cockburn businesses accounted for 56% of total event attendance, followed by Melville businesses at 36%. The remaining 8% of attendees were from businesses located outside the Cities of Cockburn and Melville.

MOU Proposal for 2026/2027

The outcomes of the MCCC's KPIs and reporting metrics outlined in the 2025/2026 MOU demonstrated positive outcomes in increasing the MCCC's value to local businesses, diversifying its activities and supporting member retention.

Following discussions with the MCCC and the City of Melville, who have developed their first MOU with the Chamber to align processes between both Cities, it was agreed that the existing KPIs should largely remain in place, with a number of amendments proposed to ensure the KPIs remain relevant and support the quality and efficiency of the MCCC's activities.

The proposed amendments to the draft 2026/2027 MOU between the City of Cockburn and MCCC are outlined below:

- **Reduction in the number of events:** Reduce the minimum number of events from 16 to 10 per annum, while continuing to ensure a diverse and high-quality program of events. The MOU will also provide for the inclusion of an additional major event in 2027 and 2028.

- **Membership growth:** Amend the requirement for 10% membership growth per quarter to an annual membership growth target over the two years.

- **Quarterly payment:** Include provision for a quarterly payment during the July to September 2028 period, while the MOU for the following financial year is reviewed and subject to OCM approval.

- **Advocacy activities:** Remove the requirement for the MCCC to report a set number of advocacy activities each quarter, as advocacy is generally undertaken in response to ad hoc requests and emerging issues raised by businesses.

- **Referrals to City business units:** Remove the requirement to record the number of referrals made by the MCCC to the City's business units, as this is considered an unnecessary KPI requirement.

All other provisions of the expired MOU are recommended to remain in the renewed 2026-2028 MOU.

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.

Budget/Financial Implications

Funding Share

Under the joint MOU between the MCCC and City of Cockburn, the City provides annual financial sponsorship to support to the MCCC through annual payments of $20,000 and peppercorn tenancy valued at $73,500.

Council Funding Per Annum						
Items	**City of Cockburn**			**City of Melville**		
	2023/24	**2024/25**	**2025/26**	**2023/24**	**2024/25**	**2025/26**
Premises (via peppercorn rent)	$62,200pa	$63,755pa	$73,500	$0 NA	$0 NA	$0 NA
Funding per annum	$20,000	$20,000	$20,000	$33,716	$31,000	$31,000
Annual Value	**$82,200**	**$83,755**	**$93,500**	**$33,716**	**$31,000**	**$31,000**

The City of Cockburn's financial support to the MCCC is proportionally greater than the support provided by the City of Melville. Between the 2023/2024 and 2025/2026 financial years, the City of Cockburn's total sponsorship contribution to the MCCC increased by $11,300 to $63,755.

Historically, the MCCC and the City of Melville have operated under an informal annual funding arrangement. For the 2026/2027 financial year, the City of Melville is

transitioning to a formal MOU arrangement as on 1 November 2026, which was approved at the City of Melville's Ordinary Council Meeting on 20 October 2026.

The MOU between the City of Melville and MCCC has been developed in collaboration with the City of Cockburn to align and streamline the processes of both Cities through a consistent MOU model.

Based on previous financial contributions, the City of Melville has reviewed its funding contribution to the MCCC and approved a total sponsorship of $40,000 for the 2026/2027 financial year, to be paid quarterly. An additional $10,000 was approved within the MOU for the delivery of the annual MCCC Business Awards in 2026/2027.

Peppercorn Lease Arrangement – 9/11 Wentworth Parade, Success

As part of the City's total sponsorship contribution, the MCCC is provided with a peppercorn lease arrangement at the Cockburn Health and Community Facility, located at 9/11 Wentworth Parade, Success. The value of the lease arrangement was $73,500 per annum in 2025/2026, with an estimated value of $75,000 in 2026/2027, further increasing the City's total annual support to the MCCC.

During the 2024/2025 financial year, the MCCC experienced difficulties in meeting the costs associated with the venue's outgoings, resulting in $12,716.50 in outstanding charges. During this period, the MCCC submitted a formal request to Council for consideration of the outstanding charges, which was declined by Council at the 12 August 2025 Ordinary Council Meeting (OCM).

Although the MCCC has experienced some challenges in meeting venue outgoing payment deadlines during the 2025/2026 financial years, the outstanding charges have since been resolved and paid by the MCCC in accordance with the 2025/2026 MOU. There are currently no outstanding charges associated with the premises.

Following the expiry of the MCCC's lease agreement on 27 June 2026, the MCCC's occupancy of the premises has transitioned to a holding-over arrangement with the City. A new formal lease arrangement cannot be entered into without a tender process.

The City has also received ongoing enquiries from health-related businesses seeking space within the Cockburn Health and Community Facility, indicating continued demand for the available space within the medical hub.

MCCC's Financial Position and Projections

The MCCC's three-year cash flow projections, prepared at the conclusion of the 2023/2024 financial year, forecast a 12% increase in revenue by the end of the 2026/2027 financial year.

The financial projections identified a negative cash flow position equivalent to 2% for the 2025/2026 financial year. While the MCCC's net profit for 2025/2026 was 7% higher than projected, expenditure during the period was also higher than forecast.

The actual end-of-year financial position therefore represented a 14% decline in retained profit.

Three-Year Summary of Profit and Loss

Income	2022/23	2023/24	2024/25	2025/26
Memberships	$33,709	$32,100	$37,198	$15,280
Sponsorships	$69,734	$75,336	$85,478	$58,608
*Other	$60,280	$36,473	$39,704	$110,582
Total Income	$163,723	$143,909	$162,380	$184,470
Venue outgoings	$13,426	$22,075	$24,360	$26,197
Expenditure other	$165,143	$141,956	$167,412	$183,350
Retained Profit	**-$14,846**	**-$20,123**	**-$29,391**	**-$25,077**

Three-Year Statement of Change in Equity

	2022/23	2023/24	2024/25	2025/26
Balance on 30 June	**$113,989**	**$93,390**	**$64,117**	**$39,040**
Decline percentage	**12.48%**	**19.87%**	**37.17%**	**48.62%**

Since July 2026, the MCCC has appointed a new Chief Executive Officer (CEO). In recent discussions with the City, the CEO has identified the need for the MCCC to review its current revenue sources and explore opportunities to reduce operating costs.

As part of this review, the MCCC is considering options to reduce its ongoing venue-related costs, including the potential relocation from its current premises due to the associated monthly outgoings. The City has assisted the MCCC in identifying new premises with the City.

MOU 2026/2027 Financial Sponsorship Proposal

Historically, the MCCC's performance and financial viability have declined, resulting in an increased reliance on the City for financial support.

The KPIs detailed in the 2025/2026 MOU were structured to establish a baseline for improving the MCCC's performance and financial viability. The implementation of these KPIs has contributed to improvements in several areas, including membership, which increased by 60% in the 2025/2026 financial year.

Although the MCCC has demonstrated improved performance in several areas, its financial position and ongoing reliance on City sponsorship remain areas of concern.

The City provides the MCCC with $20,000 in annual cash sponsorship, in addition to the peppercorn lease arrangement. However, the MCCC's venue outgoings of $26,197 per annum exceed the City's cash sponsorship by $6,197, effectively offsetting the financial benefit of the sponsorship.

The MCCC's premises are located within an established health and medical services precinct, where the City has experienced ongoing demand for commercial space. The demand for commercial space provides an opportunity for the City to consider alternative uses of the premises, with the potential to generate approximately $75,000 per annum in lease revenue.

In consideration of the MCCC's current financial position, the associated costs of the premises, ongoing demand for commercial space within the Cockburn Health and Community Facility, and the potential loss of revenue to the City associated with the current arrangement, it is proposed that the premises be removed from the MCCC's MOU for the 2026/2027 financial year.

Removing the premises from the MCCC's MOU would reduce the MCCC's annual occupancy costs by approximately $26,197, providing an opportunity for the MCCC to retain these funds and strengthen its financial position. For the City, removal of the premises would reduce the total annual value of support provided to the MCCC from approximately $93,500 to the cash sponsorship amount.

As the City of Cockburn and City of Melville are equal major sponsors of the MCCC, it is recommended that the City of Cockburn's annual cash contribution be aligned with the City of Melville's contribution, including sponsorship of the annual MCCC Business Awards, resulting in a total annual contribution of $50,000 (excluding GST).

Legal Implications

N/A

Risk Management Implications

If the MCCC were required to reduce its operations due to its financial position, this may have a reputational impact on the City. There may be a perception that reduced support for the MCCC indicates a reduced commitment by the City to supporting business growth and development in Cockburn.

Advice to Proponent(s)/Submitters

The MCCC has been advised that the matter will be considered at the Ordinary Council Meeting on 10 November 2026, including the future use of the facility at 9/11 Wentworth Parade, Success, as part of the consideration of the 2026-2028 MOU.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

MEMORANDUM OF UNDERSTANDING

BETWEEN

CITY OF COCKBURN

AND

MELVILLE COCKBURN CHAMBER OF COMMERCE

9 Coleville Crescent, Spearwood WA 6163, PO Box 1215, Bibra Lake DC WA 6965
T: 08 9411 3444 E: customer@cockburn.wa.gov.au
W: cockburn.wa.gov.au ABN 27 471 341 209

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MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING is dated 21 October 2026.

BETWEEN

Melville Cockburn Chamber of Commerce (ABN 94 457 902 627) of Unit 9, 11 Wentworth Parade, Success WA 6164 ('MCCC')

AND

The City of Cockburn (ABN 27 471 341 209) of 9 Coleville Crescent, Spearwood WA 6163 ('City')

1. The MCCC is an incorporated not-for-profit organisation that seeks to promote the interests of business within the Melville and Cockburn local government areas. The City is one of the two responsible local government authorities for the district. The Chief Executive Officer (CEO), under delegated authority, has been granted legal authority to enter into this agreement on behalf of the City.

2. The Parties wish to enter into this Memorandum of Understanding (MOU) –
   - Recognising the importance of cooperation for the strengthening of relations between local governments and the business community.
   - Seeking to realise the benefits of wider cooperation and involvement in relation to issues and opportunities concerning the business sector and local governments.
   - Desiring to enhance each other's understanding of the other's sector, including the facilitation of joint solutions to local issues and promotion of development and growth for businesses.
   - The MOU formalises programs nominated by the MCCC, to obtain grant funding.

3. The Parties agree to enter into this Memorandum of Understanding in good faith.

THE PARTIES HAVE AGREED ON THE FOLLOWING UNDERSTANDING:

OPERATIVE PART

1. DEFINITIONS AND INTERPRETATION

1.1 Definitions

In this MOU, unless the context otherwise requires:

"Parties" means MCCC and the City and Party is a reference to either of them.

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1.2 Interpretation

In this MOU:

a) headings have been included for ease of reference only and are not to be used to construe or interpret any part of this MOU;
b) a reference to a clause is a reference to a clause of this MOU;
c) the singular includes the plural and the plural includes the singular;
d) a reference to a thing is a reference to the whole or any part of it;
e) a reference to the word “including” is deemed to be followed by the words, “but not limited to”;
f) a reference to a Party includes a reference to that Party’s executors, administrators, successors, permitted assigns, officers, employees, servants and agents and any other persons claiming under or through the Party.

2. SCOPE

This Memorandum of Understanding is to reflect the intentions of the working relationship between the MCCC and the City, who share common purposes in serving the interests and needs of the business community in the Cockburn and Melville local government areas.

3. STRATEGIC ALIGNMENT

3.1 The mission of the MCCC is to create business growth and economic development by facilitating high-value events, programs, and partnerships that strengthen the local economy and empower business to thrive.

3.2 The City is a local government in the south metropolitan region.

The City’s vision is "Cockburn, the best place to be".

Local economy is one of five key Outcome Areas for the City’s Strategic Community Plan 2025-2035. From the City’s Strategic Community Plan 2025-2035 states to seek to create “a sustainable and diverse local economy that attracts increased investment and provides local employment.”

4. OPERATIVE PROVISIONS – CITY’S COMMITMENTS

4.1 Funding

$50,000 (excluding GST) will be provided for 2026/27, paid in quarterly instalments, comprised of $40,000 base sponsorship and $10,000 annual

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MCCC Business Awards Sponsorship. Each instalment is subject to the MCCC meeting the agreed terms and KPIs for the preceding quarter.

One quarter payment of $12,500 (excluding GST) for the 2027/28 financial year period is included within this MOU for the continuation of funding whilst the annual assessment of the benefits of the MOU, and delivery of Key Performance Indicators, will be made during the first quarter of the new financial year.

The City will raise a Purchase Order once the MOU has been signed by all parties and MCCC will submit invoices in line with the payment schedule below:

Quarter	KPI reporting on	Month of payment	Payment amount
1	July to September 2026	October 2026	$12,500
2	October to December 2026	January 2026	$12,500
3	January to March 2027	April 2027	$12,500
4	April to June 2027	July 2027	$12,500

Quarter	KPI reporting on	Month of payment	Payment amount
1	July to September 2027	October 2026	$12,500

5. KEY PERFORMANCE INDICATORS

5.1 The funding agreement is subject to the MCCC meeting the following five performance indicators each quarter. Satisfactory quarterly reports are to be received as follows:

2026/2027

Q1 30 September – reporting on July to September 2026
Q2 24 December – reporting on October to December 2026
Q3 31 March – reporting on January to March 2027
Q4 30 June – reporting on April to June 2027

2027/2028

Q1 30 September – reporting on July to September 2027

Funding is contingent upon satisfactory reporting on the following Key Performance Indicators:

5.1.1 **Membership Growth**

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Increase the MCCC's financial membership base by 10% per annum compounding, to demonstrate a diverse and growing business community.

5.1.2 **Membership Engagement in Events and Activities**

a. Deliver a minimum of 10 events annually, with two to three events per quarter.

b. Record and deliver a variety of events (e.g., networking, training, expos, consultations, committees).

c. Deliver a minimum of five events in the City of Cockburn annually, averaging one events per quarter held in the City.

5.1.3 **Event Impact**

a. Measure the number of Cockburn members:
   - registering for events and activities
   - attending events and activities each quarter.

b. Captur and record post-event surveys to measure satisfaction and perceived business benefits (e.g., percentage of attendees reporting new leads, partnerships, or knowledge gained). Provide a summary of these results in the quarterly reporting.

c. Provide a Business Awards outcomes report within 3 months of the events conclusion.

d. Capture and provide a copy of attending members and non-members.

5.1.4 **Advocacy Effectiveness**

Where applicable:

a. Identify and record key member issues requiring advocacy through member-based research and engagement (e.g. surveys, one-to-one meetings, feedback).

b. Track and record advocacy outcomes (e.g. policy influence, member issues addressed).

5.1.5 **Governance**

Submit end of Financial Year 2026/27 of annual reporting as follows:

a. **Quarter 1 KPI Reporting Period:**
   - Draft EOFY account statement.

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b. **Quarter 2 KPI Reporting Period:**
   - EOFY accounts statements prepared by an accountant.
   - EOFY accounts statements signed off by accountant and MCCC Committee report.
   - A copy of the Annual Report and minutes of the AGM following the MCCC Annual General Meeting.

c. **Quarter 4 KPI Reporting:**
   - A sustainable business plan developed and finalised
   - Revised 3–5-year financial projections

6. EVENT STANDARDS

For all City-supported events and initiatives, MCCC agrees to meet the following standards:

6.1 Event Planning

For individual City-supported events, provide notice outlining the event objectives, audience, intended outcomes and support requirements.

6.2 Strategic Alignment

Working with the City to ensure business engagement objectives and priorities can be considered in event delivery, topics and hosting location.

6.3 Marketing and Communication

Comply with agreed branding and communication requirements, including approved logo usage.

6.4 City Representation

Invite the Mayor, Elected Members, CEO and relevant City officers to participate where appropriate.

6.5 Recognition

Acknowledge the City as a supporting partner in promotional material, event collateral and on-site signage.

7. MUTUAL RESPONSIBILITIES

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Both the MCCC and the City agree to:

- Create channels of communication between people throughout the community.
- Build creative and innovative collaborative approaches to engaging with the business community and local governments.
- Maintain and further develop the relationship between the business community within the district and local government.
- Promote mutually agreed opportunities for growth, development and investment.
- Create and promote referral pathways between both organisations.

8. TERM

This MOU takes effect on the date of execution and is in force until 30 September 2027 when an assessment of the benefits of the MOU, and delivery of Key Performance Indicators, will be made.

9. VARIATION

Any variation to this MOU must be in writing and signed by both Parties.

10. LEGAL ENFORCEABILITY

This MOU is an expression of the intention of the Parties which is binding in honour only. It is not intended that this MOU gives rise to any legal relationship, rights, duties or consequences or be the subject of litigation.

11. SECURITY OF INFORMATION

Nothing in this MOU will prevent the disclosure of information which is required to be disclosed pursuant to any legislation, law or regulation having the force of law.

12. CONFIDENTIALITY

The City and the MCCC each acknowledge that the other may disclose this MOU.

13. REPRESENTATIVES

The City and the MCCC each agrees to nominate a representative to act as their representative for the purposes of dealing with all matters pertaining to this MOU.

CITY Chief Executive Officer

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MCCC MCCC President

14. SUBJECT TO BOARD RATIFICATION

Executed for and on behalf of the **City of Cockburn** (ABN 27 471 341 209) by its authorised officers on 21 October 2026:

_____
Signature

Daniel Simms
Chief Executive Officer

Executed for and on behalf of **Melville Cockburn Chamber of Commerce** (ABN 94 457 902 627) by its authorised officers on 21 October 2026.

_____
Signature

Charlene Clarke
President, Melville Cockburn Chamber of Commerce

This MOU is executed by the MCCC but is subject to the approval of the Board of the MCCC.

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14.2 Corporate and System Services

14.2.1 Quarterly Organisational Performance Reporting

14.2.1 (2026/MINUTE NO 0171) Quarterly Organisational Performance Reporting

Responsible Executive	Director Corporate and System Services
Author(s)	Service Manager Organisational Capability and Performance
Attachments	1. Quarterly Organisation Performance Report - Q1 FY27 ⇩

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council NOTES the Quarterly Organisational Performance Report (attached) for the period 1 July 2026 to 30 September 2026.

CARRIED 8/0

Background

The purpose of quarterly organisational performance reporting is to provide a comprehensive overview of service-based business activities and outcomes that are not captured within the City's Corporate Business Plan reporting framework.

The Quarterly Organisational Performance Report is structured around the strategic pillars of the Strategic Community Plan 2025-2035, ensuring that service delivery remains consistently aligned with the City's long-term strategic objectives.

Submission

N/A

Report

This Quarterly Organisational Performance Report (Attachment 1) covers the period from 1 July 2026 to 30 September 2026 and provides a summary of organisational activities and service delivery undertaken during the quarter that are not otherwise reported through the Corporate Business Plan.

Quarterly reporting supports effective governance by monitoring progress against key organisational priorities, tracking the delivery of services and initiatives, and promoting accountability across the organisation. The report also provides valuable insights to inform decision-making by highlighting emerging trends, opportunities for improvement, and areas requiring attention.

This aligns with the discussion from the previous quarter about improving the quality, consistency and usefulness of future reporting. Those improvements will include better reporting outputs from the CRM, supporting clearer visibility of customer-related activity, trends and service performance in future quarterly reports.

Strategic Plans/Policy Implications

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.

Budget/Financial Implications

All service and business activities outlined in the Quarterly Organisation Performance Report have been delivered within the approved budget allocations.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The Quarterly Organisational Performance Report does not introduce new risks. Existing strategic and operational risks associated with the City's services and business activities continue to be managed through established risk management processes.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

N/A

Quarterly Organisational Performance Report

1 July 2026 to 30 September 2026

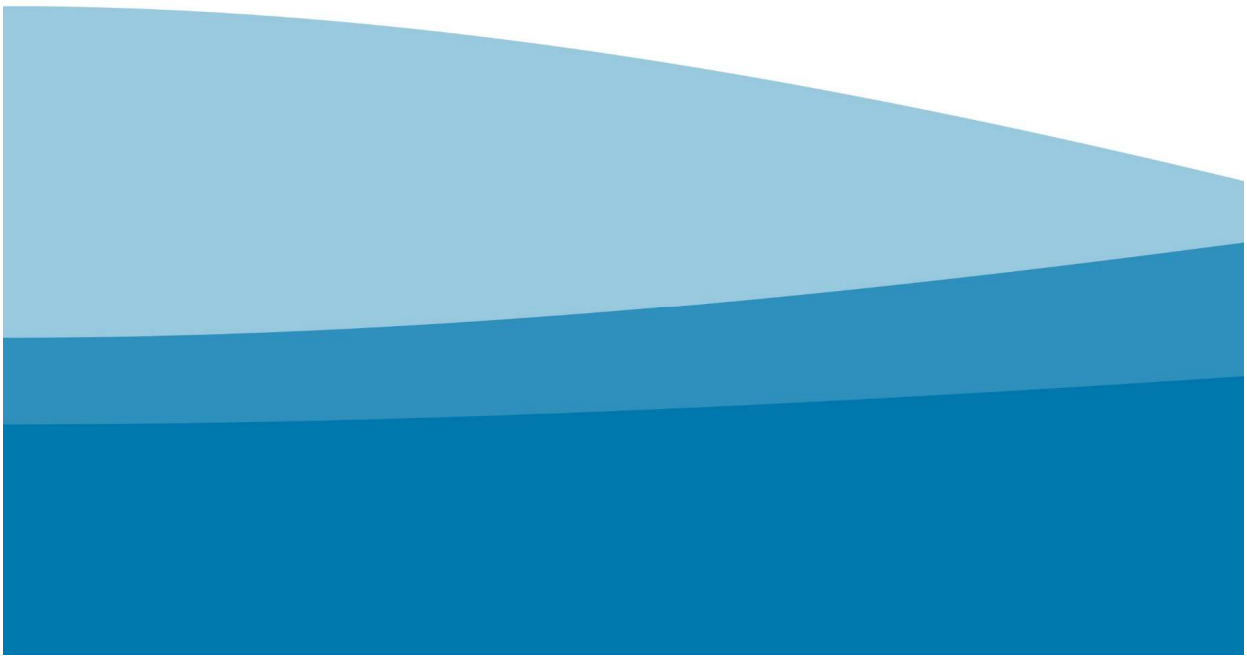


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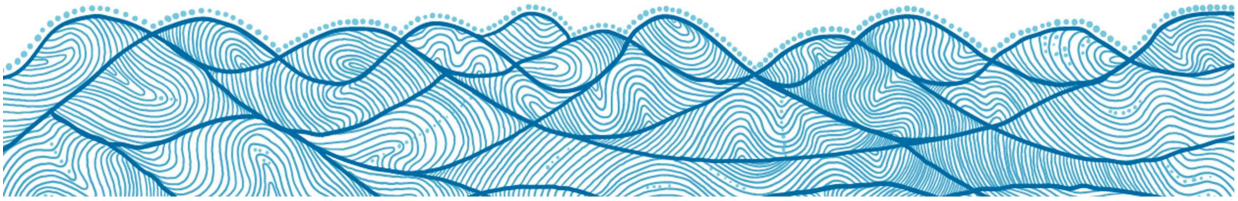
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Acknowledgement of Country

The City of Cockburn acknowledges the Nyungar people of Beeliar Boodjar. Long ago, now and in the future, they care for Country. We acknowledge a continuing connection to Land, Waters and Culture and pay our respects to Elders, past and present.



Our Economy

1A. Empower and support local businesses

Economic Development

Attendance to major events coordinated by Economic Development	
Defence Industry Careers Zone at the SkillsWest Careers & Employment Expo with: - 11 local businesses stallholders - 16,000 total expo attendees.	July 26
Re-branded and launched networking as Cockburn Small Business Connect (18), and Defence Masterclass Workshop #1 (23).	August 26
Introduction to Google business, SBDC (14 registered, 9 attended) Released Newsletter 106 clicks, 3,581 sent, 1513 open, 19 unsubscribed.	September 26

Key Advocacy		
July 2026	**August 2026**	**September 2026**
HRIH meeting with: - SM TAFE - Defence Science & Tech Group (Department of Defence) Housing meetings with Defence Housing Australia	Met with Australian Submarine Company (ASC) for social licence initiatives. International engagement: meeting with Australian Indonesian Business Council on modernisation of the IA-CEPA (comprehensive economic partnership agreement). Hosted Vietnam Delegates.	Organised Defence NT delegation Henderson and business site tour. MCCC MoU recommendations. HRIH Concept Assessment and business case review; meeting with Defence West consultants (ACIL ALLEN).

Measure	July 2026	August 2026	September 2026
Total business engagement (workshops)	14	42	14 Organised by Small Business Development Corporation (SBDC)
Attendance - Microbusiness Networking	Not Applicable	18	Relaunched as bimonthly. Will rebrand as Cockburn Small Business Connect.

Our Environment

2A. Protect and enhance our natural areas and streetscapes

Parks, Waste and Fleet – Parks Services

Number of customer requests for Parks Services			
Customer request type	**July 2026**	**August 2026**	**September 2026**
Trees and streetscapes	323	329	Street trees – 196 New trees - 70
Parks maintenance	252	170	506
Irrigation	20	9	8
Total	595	508	780

As the new CRM system now captures duplicate requests, the Parks maintenance figures include mowing requests also.

Number of customer requests closed for Parks Services			
Customer request type	**July 2026**	**August 2026**	**September 2026**
Total	385	147	322

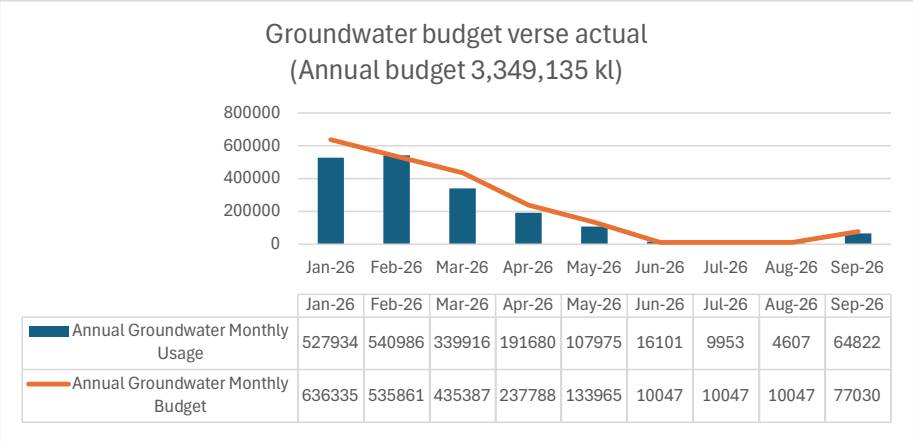
2B. Facilitate sustainable waste management and resource conservation

Parks, Waste and Fleet – Waste Services

Number of customer requests for Waste Services		
July 2026	**August 2026**	**September 2026**
878	915	1180
The top three categories of CR's were: 1. Damaged bins (368) 2. Missed bins (164) 3. Lost (108)	The top three categories CR's were: 1. Damaged bins (387) 2. Illegal dumping (147) 3. Lost (84)	The top three categories of CR's were: 1. Damaged bins (376) 2. Illegal dumping (257) 3. Collection Issues (224)

The average time taken to action and close customer requests for Waste Services was between 4 and 5 days.

Measure	July 2026	August 2026	September 2026
Percentage of Customer Requests (CR) received for Waste through online form.	22%	15%	13%



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Annual Groundwater Monthly Usage	527934	540986	339916	191680	107975	16101	9953	4607	64822
Annual Groundwater Monthly Budget	636335	535861	435387	237788	133965	10047	10047	10047	77030

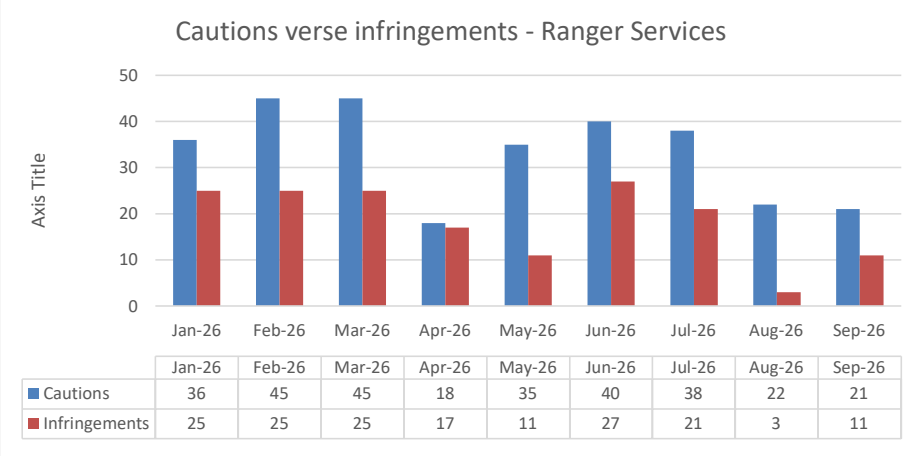
Our Community

3A. Strengthen and facilitate a safe and secure Cockburn

Measure	July 2026	August 2026	September 2026
Number of CRMs	CoSafe Noise: 43 Noise: 9 Asbestos: 6 Build & Accomm: 6 Other CRMs: 27	CoSafe Noise: 23 EHO Noise: 48 Other CRMs: 63	CoSafe Noise: 58 EHO Noise: 23 Other CRMs: 11 Public Health: 25

Measure	July 2026	August 2026	September 2026
Number of cautions versus infringements issued to gain ongoing compliance – **Ranger Services**	Cautions - 38 Infringements - 21	Cautions - 22 Infringements - 3	Cautions - 21 Infringements - 11

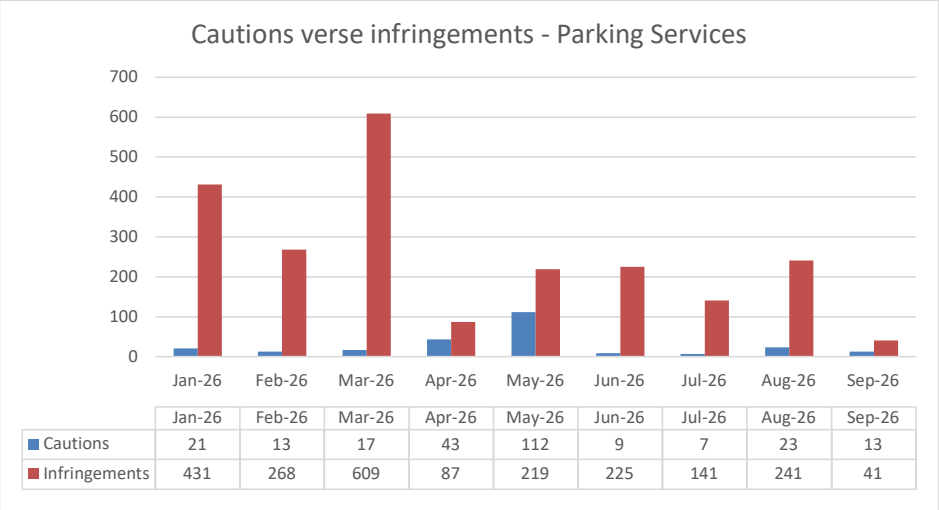
The City's compliance approach considers the nature and seriousness of each offence. For first-time, lower-level offences, such as a dog not being held or tethered or an unregistered animal, Rangers will generally issue a caution, with subsequent offences potentially resulting in an infringement. More serious offences, including dog attacks, or clear instances of builders' litter or illegal dumping, may warrant an infringement in the first instance. Rangers exercise appropriate discretion in all investigations, taking into account the individual circumstances of each matter.



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Cautions	36	45	45	18	35	40	38	22	21
Infringements	25	25	25	17	11	27	21	3	11

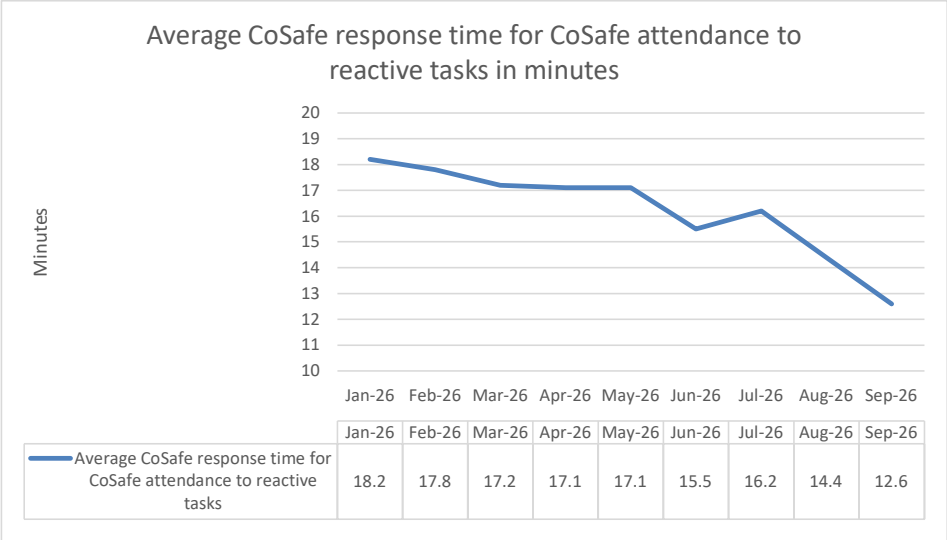
Measure	July 2026	August 2026	September 2026
Number of cautions versus infringements issued to gain ongoing compliance - **Parking Services**	Cautions: 7 Infringe: 141	Cautions: 23 Infringe: 241	Cautions: 13 Infringe: 41

Parking cautions and infringements fluctuate due to seasonal peaks and the exercise of discretion in regulatory action.



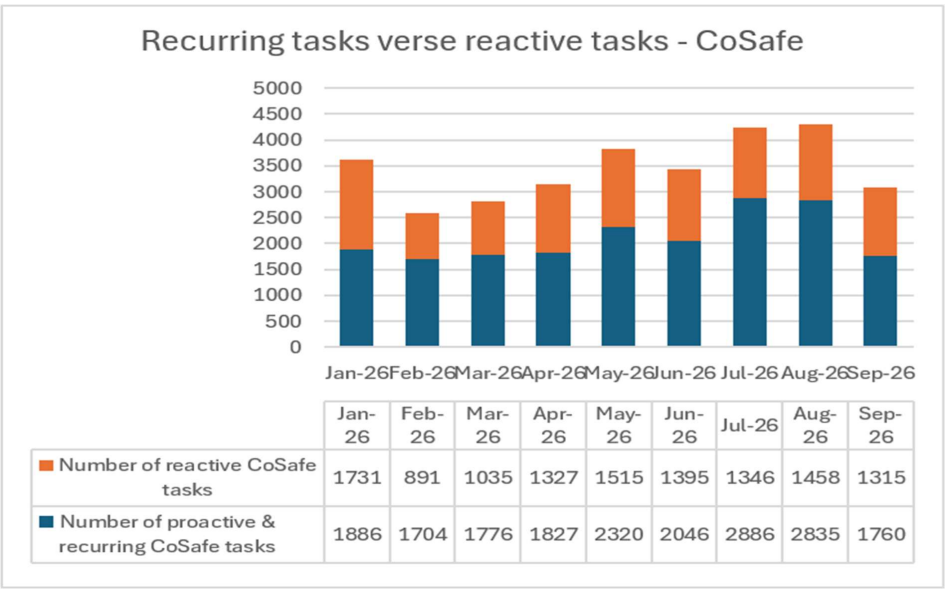
	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Cautions	21	13	17	43	112	9	7	23	13
Infringements	431	268	609	87	219	225	141	241	41

Measure	July 2026	August 2026	September 2026
Number of City facility alarms attended by CoSafe	211	163	154



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Average CoSafe response time for CoSafe attendance to reactive tasks	18.2	17.8	17.2	17.1	17.1	15.5	16.2	14.4	12.6

The performance target for response time for CoSafe attendance to reactive tasks is 30 minutes.



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Number of reactive CoSafe tasks	1731	891	1035	1327	1515	1395	1346	1458	1315
Number of proactive & recurring CoSafe tasks	1886	1704	1776	1827	2320	2046	2886	2835	1760

Recurring / Proactive	Recurring or proactive tasks include facility unlocks, holiday watch and planned patrols.

Reactive	Reactive tasks are not planned tasks and include requests from residents or staff for patrols, alarm response, suspicious persons, anti-social behaviour, noise complaints, illegal camping, or anything requested of CoSafe at the time of the call.

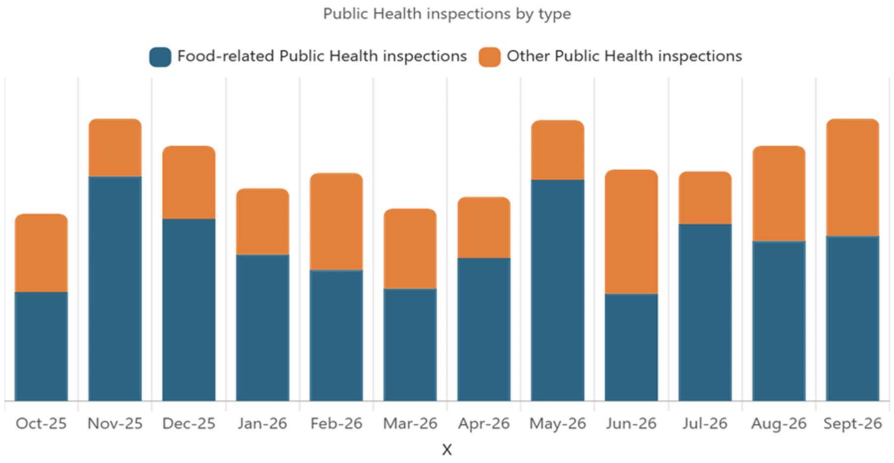
Measure	July 2026	August 2026	September 2026
Number of turn outs by City-managed Volunteer Bush Fire Brigades (does not include relief shifts and stand downs).	0	8	5

Development and Safety – Public Health

Number of Customer Requests (CR) for Public Health		
July 2026	**August 2026**	**September 2026**
91 The most common requests were: 1. CoSafe Noise: 43 2. Noise: 9 3. Asbestos: 6 4. Building & Accommodation: 6 5. Other CRMs: 27	**134** The most common requests were: 1. CoSafe Noise: 23 2. EHO Noise: 48 3. Other CRMs: 63	**117** The most common requests were: 1. CoSafe Noise: 58 2. EHO Noise: 23 3. Other Nuisance CRMS: 11 4. Public Health CRMs: 25

The new CRM system was launched in August, which has impacted on the statistics provided as the systems classify the CRMs differently.

Reporting from September going forward will align with the new categorization in the CiA CRM system. Statistics on Noise Nuisances investigated by CoSafe and the Public Health teams will be provided, as will the number of other environmental nuisances. This will be provided separately to the number of Public Health CRMs, which may include public health concerns such as food safety or housing suitability.

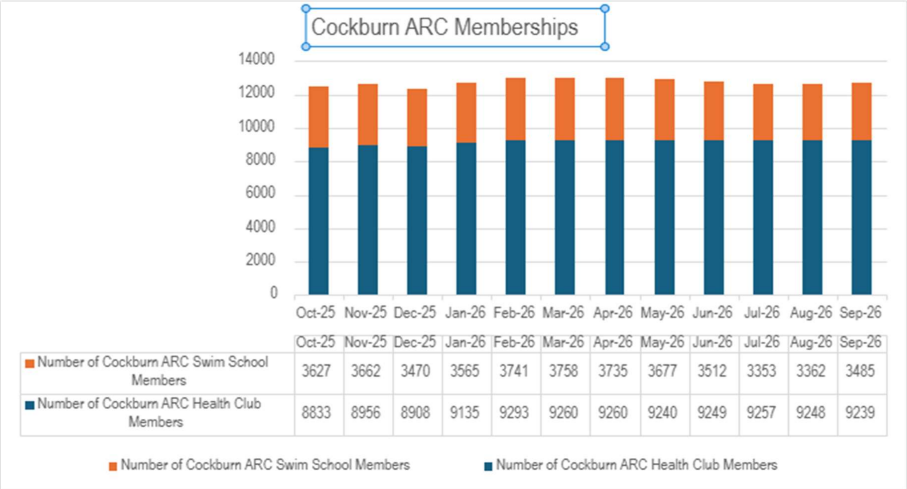


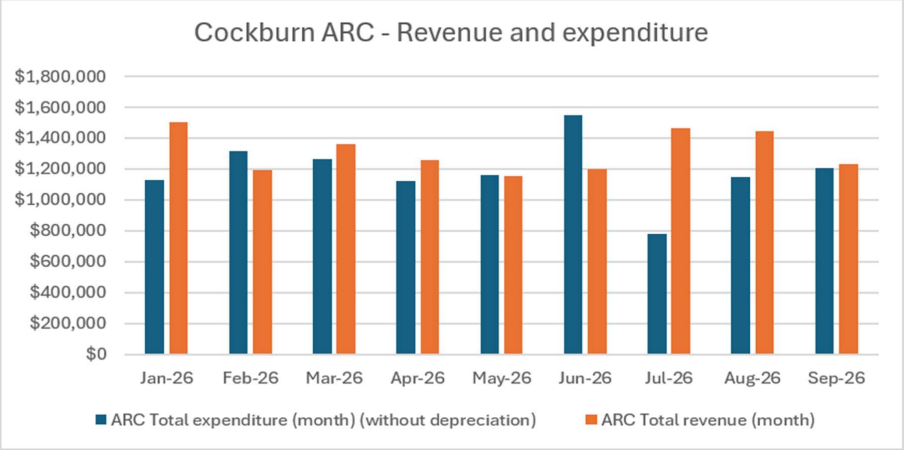
Inspection type	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sept-26
Number of other types of Public Health inspections	46	34	43	39	57	47	36	35	73	31	56	69
Number of food related Public Health inspections	64	132	107	86	77	66	84	130	63	104	94	97

3B. Promote and support active, healthy lifestyles through recreation and wellness

Recreation and Place – Cockburn ARC

Measure	July 2026	August 2026	September 2026
Number of visitors to Cockburn ARC	115,226	118,586	112,824
Number of Cockburn ARC Social Sport Teams	303	305	302





3D. Foster connected, accessible communities and services

Community Services – Youth Services

Measure	July 2026	August 2026	September 2026
Number of attendances by young people to drop-in service at Cockburn Youth Centre	2206	1757	1816
Number of young people attending programs	609	412	484
Number of attendees at private hirer activity sessions	1895	1757	1453

Community Services – Cockburn Care

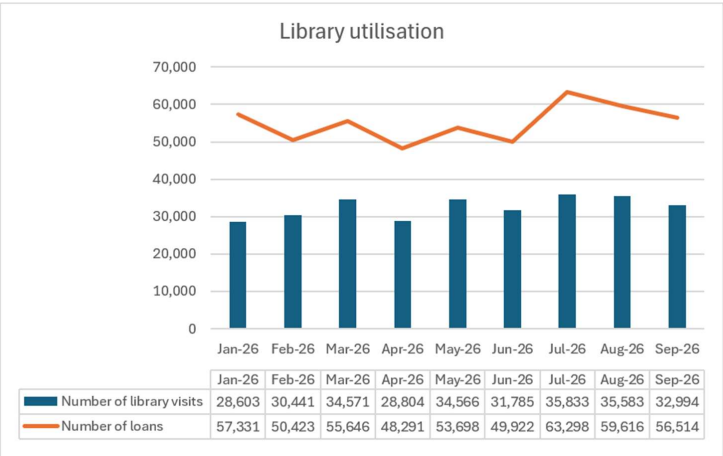
Measure	July 2026	August 2026	September 2026
Number of hours of service delivered to participants:	2238	2150	2394

Service provided within these hours include transport to medical appointments and social connection activities, support with cleaning and meal preparation, activities in the community including shopping and attendance at Cockburn Care Social Club.

Community Services – Senior Centre

Measure	July 2026	August 2026	September 2026
Number of visitors	4548	4463	4748

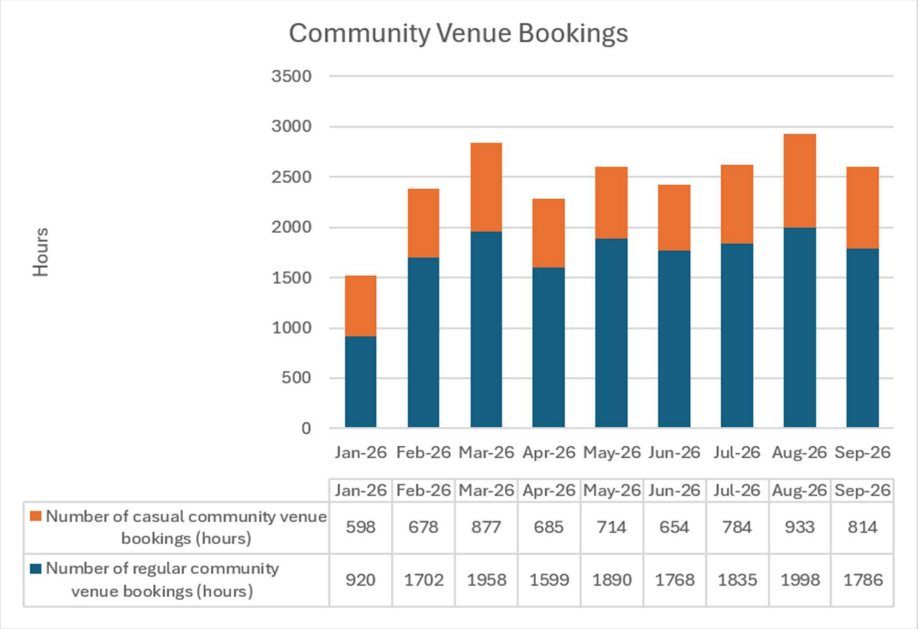
Recreation and Place – Libraries, Culture and Place



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Number of library visits	28,603	30,441	34,571	28,804	34,566	31,785	35,833	35,583	32,994
Number of loans	57,331	50,423	55,646	48,291	53,698	49,922	63,298	59,616	56,514

Measure	July 2026	August 2026	September 2026
Number of new library memberships	540	489	390
Program and activity attendance	3,551	4,714	4,228
Azelia Ley visitors	211	171	143
Citizenship Conferees	115	121	129

Recreation and Place – Recreation Services



	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	Aug-26	Sep-26
Number of casual community venue bookings (hours)	598	678	877	685	714	654	784	933	814
Number of regular community venue bookings (hours)	920	1702	1958	1599	1890	1768	1835	1998	1786

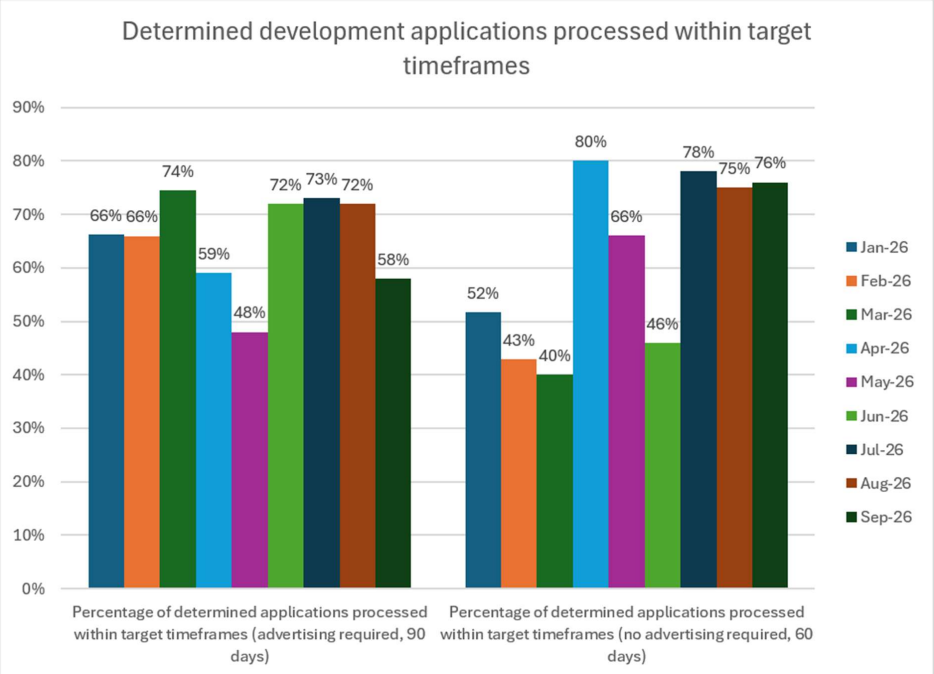
Our Places

4A. Plan for growth and sustainable development

Development and Safety – Development Services

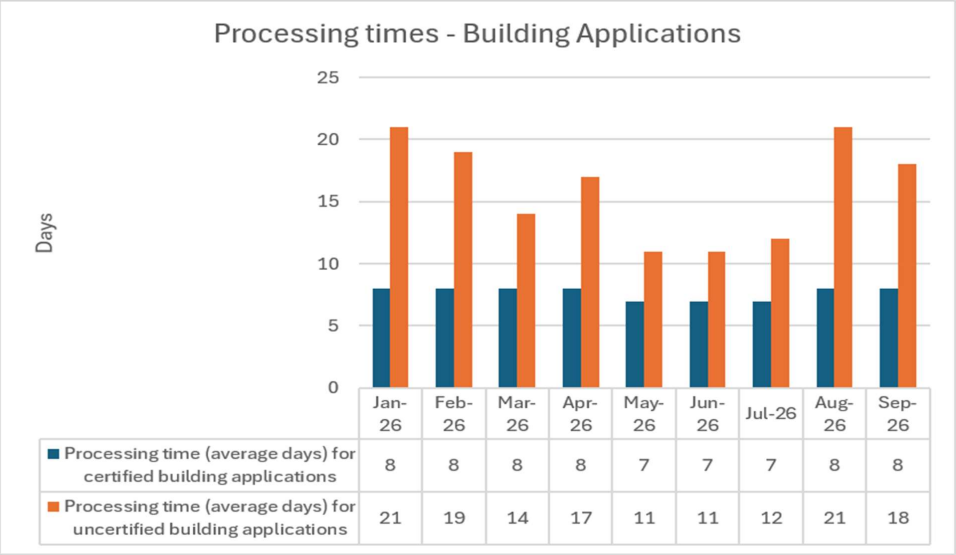
Measure	July 2026	August 2026	September 2026
Number of development applications received	86	91	87
Total value of development applications determined	$50,911,963.46	$50,990,786.00	$52,017,481.32

The report does not include Development Assessment Panel Applications (DAP), as these are subject to State Government determination, are subject to separate KPIs and are beyond the scope of this report. It should be noted DAPs are limited in number and significant in development value.



Development and Safety – Building Services

Measure	July 2026	August 2026	September 2026
Number of building applications received	214	221	237
Total estimated value of building works	$83,140,238.36	$92,713,291.92	$102,168,301.00
Percentage of certified building applications processed within required time (10 working days)	98%	98%	99%
Percentage of uncertified building applications processed within required time (25 working days)	100%	100%	100%



4B. Strength unique, livable and adaptive places

Assets and Projects – Facility Maintenance

Number of Customer Requests (CR) for Facility Maintenance		
July 2026	August 2026	September 2026
469	338	236

4C. Enhance connectivity and mobility through integrated transport networks

Asset and Projects – Civil Infrastructure

Civil Infrastructure planned maintenance program completed (internal)		
July 2026	August 2026	September 2026
247	247	226

Asset and Projects – Traffic and Transport

Number of Customer Requests (CR) for Traffic and Transport		
July 2026	August 2026	September 2026
199	152	163

Our Governance

5A. Facilitate transparent and accountable Governance for today and tomorrow

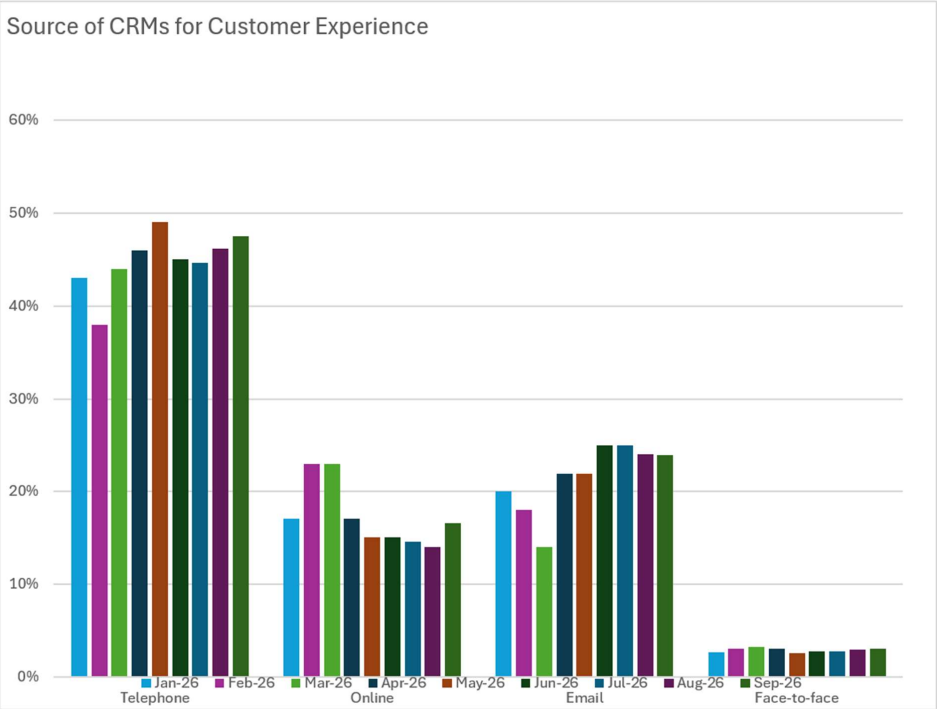
Information Services – Freedom of Information

Number of Freedom of Information applications resolved (requests received in brackets)		
July 2026	**August 2026**	**September 2026**
5(6)	3 (4)	7 (5)

5B. Strengthen engagement, communication and enhance customer experience

Information Services – Customer Experience

Number of Customer Requests received through Customer Experience		
July 2026	**August 2026**	**September 2026**
2061	2234	2675
1. Tree = 195 2. Bin Damaged = 169 3. Bin Missed = 164 4. Parking = 159 5. Illegal Dumping = 137	1. Parks - Trees = 289 2. Rangers - Parking = 236 3. Bin Missed = 189 4. Damaged Bins = 165 5. Illegal Dumping = 142	1. Tree = 380 2. Ranger = 280 3. Bin Damaged = 186 4. Bin Missed = 165 5. Illegal Dumping = 117



Number of Elected Member requests		
July 2026	**August 2026**	**September 2026**
81	62	53
1. Cockburn Properties = 13 2. Trees = 8 3. Formal Complaint = 4 4. Traffic = 4 5. Bus Shelters = 3	1. Streetscapes = 18 2. Building Maint. = 12 3. Formal Complaint = 5 4. Trees/Pruning = 10 5. CoSafe = 3	1. Parks = 12 2. Rangers = 10 3. Parking = 9 4. Building Maint. = 7 5. Planning = 3

5D. Strive for financial sustainability and operational excellence

People and Organisational Performance – Capability and Organisational Performance

Measure	July 2026	August 2026	September 2026
Number of compliance-based training courses coordinated	11	10	14
Attendance to compliance-based training courses	35	65	26

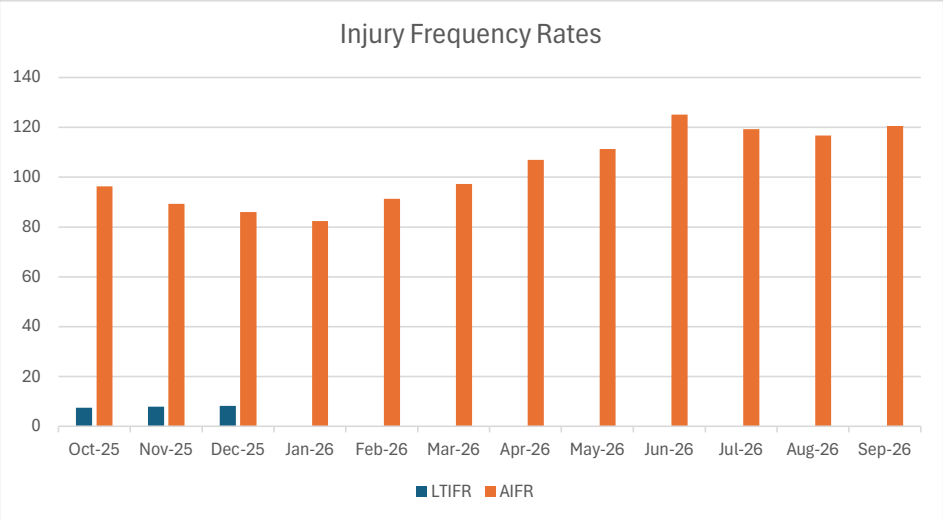
Compliance based training includes all training and accreditation that is required for the City to operate in a compliant manner. (i.e.: working at heights, confined spaces, traffic management).

Measure	July 2026	August 2026	September 2026
Number of professional development opportunities provided	38	15	8
Attendance to professional development	164	110	70

People and Organisational Performance – People Experience

Measure	July 2026	August 2026	September 2026
Turnover rate (rolling 12 month average)	16.98%	15.37%	14.54%

People and Organisational Performance – Work Health and Safety



Number of hazard reports		
July 2026	**August 2026**	**September 2026**
16	19	9
Physical (6) Mechanical / Equipment (5) Biological (2)	Physical (11) Organisational (4) Ergonomic (3)	Physical (4) Chemical (1) Electrical (1)

Number of incidents		
July 2026	**August 2026**	**September 2026**
49	38	52
Plant/Equipment/Vehicle (21) Injury or Illness (14) Near Miss (5)	Plant/Equipment/Vehicle (13) Injury or Illness (9) Security/Public Interaction (7)	Plant/Equipment/Vehicle (18) Injury and Illness (12) Security/Public Interaction (9)

Financial Services – Strategic and Financial Performance

Measure	July 2026	August 2026	September 2026
Expenditure budget (+ or – 2%)	-24.45%	-17.31%	-10.82%
Operating revenue (+ or – 2%)	0.41%	1.25%	1.55%

Financial Services – Procurement Services

Measure	July 2026	August 2026	September 2026
Value of major contract variations and adjustments	$3,851,269.95	$236,875.11	$818,680.47
Number of vendors relating to major contract variations and adjustments	20	12	11

14.2.2 (2026/MINUTE NO 0172) Corporate Business Plan Key Performance Indicator - Quarter 1 Update Report

Responsible Executive Director Corporate and System Services
Author(s) Business Planning Specialist
Attachments 1. FY27 CBP KPI Q1 Milestones ⇩

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council RECEIVES the FY27 Quarter One Status Report on the progress of the Corporate Business Plan Key Performance Indicators.

CARRIED 8/0

Background

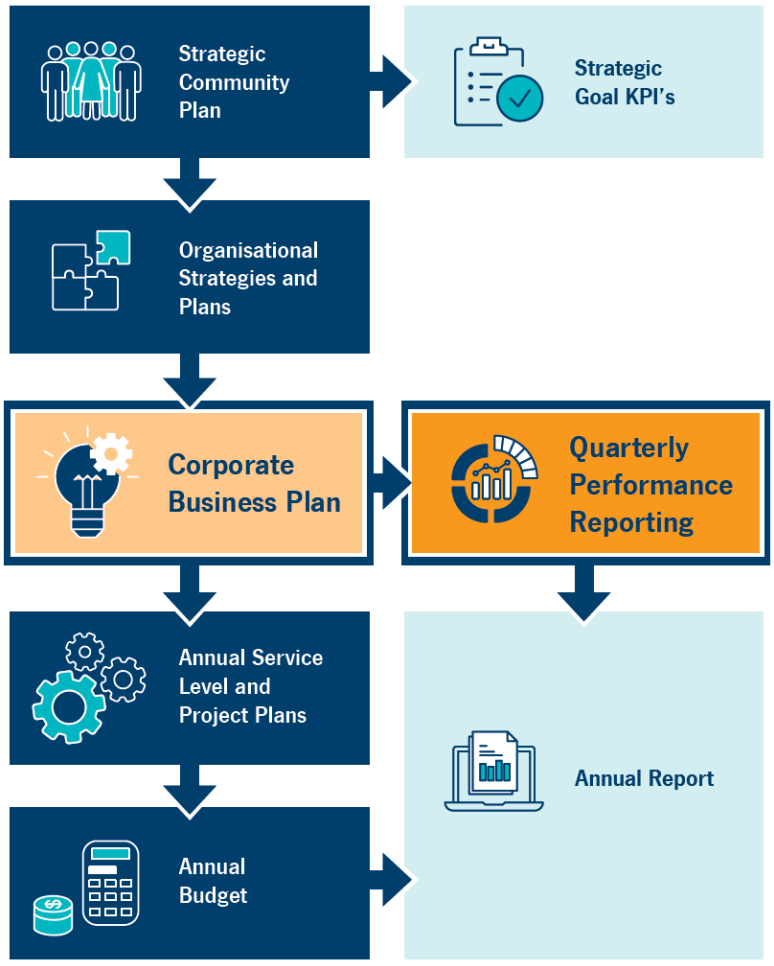


Figure 1: City of Cockburn Strategic Framework

The Corporate Business Plan 2026–2030 (CBP) turns the Council's Strategic Community Plan 2025–2035 (SCP) priorities into practical actions, based on the City's available resources.

The City of Cockburn Corporate Business Plan (CBP) outlines various strategic projects, service areas, and financial summaries, ensuring that the council's operations are aligned with the community's needs and expectations.

The CBP is a rolling four-year plan that informs the annual budget and is reviewed and updated annually to ensure it aligns with the City's Long-Term Financial Plan (LTFP). It also lists KPIs to assess project success.

The Council adopted CBP Key Performance Indicators (KPIs) on 30 June 2026, and quarterly progress is reported via the Organisational Performance Forum.

This report presents the FY27 Quarter 1 (Q1) CBP KPI progress.

Submission

N/A

Report

Overall FY27 CBP KPI Progress

CBP KPIs track item delivery. The Director is responsible, with accountability moving to an SLT member reporting directly to the Director.

The Q1 status report on the progress of the CBP KPIs for FY27 (1 July 2026 to 30 September 2026) has been provided (refer Attachment 1).

The overall annual progress of the CBP KPIs progress is in Table 1 and the Q1 milestones in Table 2.

In summary:

- The majority (61%) of CBP KPIs are "on track"
- 7% of KPI's are "not commenced"
- 24% are "at risk" of running behind schedule
- 7% of KPIs are "off track" concerning the annual progress.

The FY27 Corporate Business Plan lists five strategic outcomes, each with corresponding KPIs. According to the current reporting period, most initiatives are proceeding according to schedule.

Delivery of the Corporate Business Plan remained generally positive during Quarter 1, with the majority of initiatives continuing to progress despite a number of individual quarterly milestones being delayed. Several projects remain on track overall even

where Q1 milestones were not achieved, reflecting timing changes rather than impacts to the anticipated overall delivery of the initiatives.

Projects identified as at risk or off track are primarily being influenced by external funding decisions, State Government and Main Roads requirements, procurement and design timeframes, and dependencies on external stakeholders. These projects will continue to be monitored, with delivery programs and future milestones adjusted where necessary.

In summary, 61% of KPIs are on track, while the remaining 39% are at risk, off track, or not started. Overall, activities are progressing, and some areas need more attention.

Table 1: CBP KPI Annual Progress

CBP KPI's - Overall Annual Progress			
OVERALL PROGRESS		NUMBER	PERCENTAGE
COMPLETE	Annual KPI achieved	0	0%
ON TRACK	Annual KPI is currently meeting or exceeding its target goals	25	61%
NOT COMMENCED	Annual KPI has not yet started and no progress has been made towards its delivery.	3	7%
AT RISK	A risk(s) has been identified that may delay or impact delivery of the annual KPI.	10	24%
OFF TRACK	Needs Attention. There are issues that have or will impact achievement of the annual KPI	3	7%
REFORECAST	Timeframe of the annual KPI has been reforecast to the following financial year.	0	0%
REMOVED	KPI no longer being delivered.	0	0%
TOTAL		41	100%

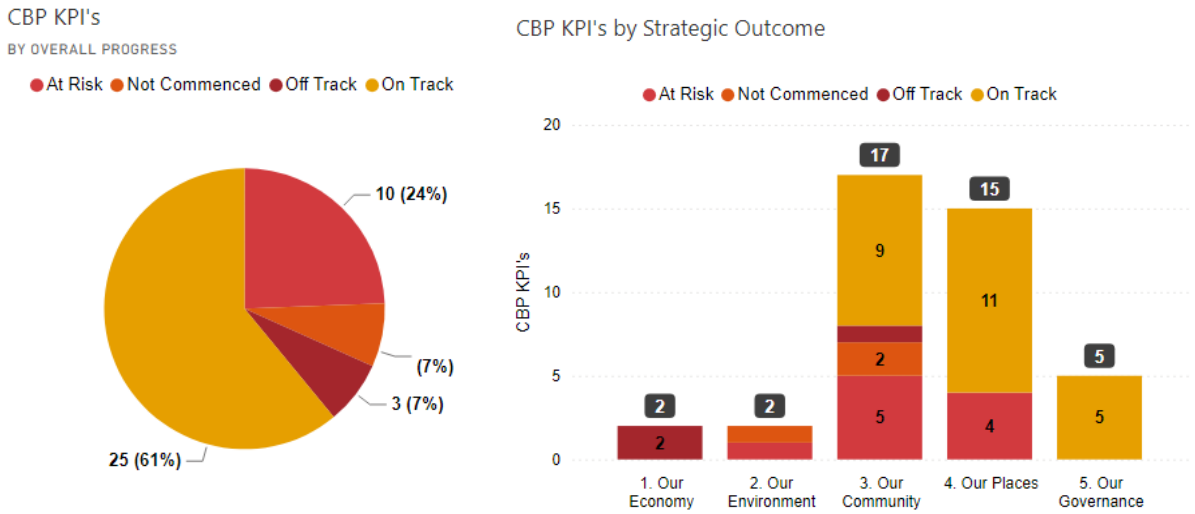


Figure 2: CBP KPI Overall Annual Progress by Strategic Community Plan

Quarter 1 Milestones

Quarter 1 saw steady progress across the Corporate Business Plan, with a number of key milestones completed and most initiatives continuing to progress towards their overall delivery timeframes. While several Q1 milestones experienced delays, many projects remain on track overall, with timing impacts largely associated with design and procurement activities, funding and external approval requirements, and dependencies on key stakeholders. Projects identified as at risk or off track will continue to be monitored, with delivery programs and future milestones adjusted where required.

The Q1 CBP KPI's (refer Table 2) are more representative of current KPI delivery. In summary:

- The majority (54%) of Q1 milestones are "off track".
- 46% of Q1 milestones are "complete."

Table 2: CBP Q1 Milestone Summary

CBP KPI's – Q1 Milestones			
Q1 MILESTONES		NUMBER	PERCENTAGE
COMPLETE	Milestone complete	19	46%
OFF TRACK	Milestone not complete	22	54%
TOTAL		45	100%

Quarter 1 milestone reporting provides a more immediate view of delivery performance and highlights areas of early success and concern.

1. Our Economy
Q1 milestone delivery was 50% complete (1 of 2). The Blue Economy and Defence Research and Innovation Hub assessment was completed, while International Engagement was off track following Council's decision not to undertake international travel and the KPI is consequently no longer considered applicable.

2. Our Environment
Both Q1 milestones were reported off track (0 of 2 completed). Streetscape works were delayed awaiting a traffic management plan, while the Tramway Trail funding submission was completed but was unsuccessful in securing FY27 grant funding, with the next opportunity identified for FY28.

3. Our Community
Of the 17 initiatives, 7 Q1 milestones were completed (41%), with the remaining 10 reported off track for the quarter. Progress included completed milestones for projects such as Beale Park, Anning Park Floodlights, Beeliar Reserve Floodlighting and the next RAP. Several other initiatives experienced timing shifts associated with design, procurement, funding agreements and external dependencies. Despite this, 9 of the 17 initiatives (53%) remain on track overall.

4. Our Places
This outcome recorded the strongest volume of Q1 milestone delivery, with 8 of 15 milestones completed (53%). Progress included strategic planning activities, detailed infrastructure design, traffic modelling and delivery of the Roads Resurfacing Program. Several milestones moved into Q2 due to design reviews, Main Roads requirements and revised delivery sequencing; however, 11 of the 15 initiatives (73%) remain on track overall.

5. Our Governance
Governance initiatives continued to progress well, with 3 of 5 Q1 milestones completed (60%). Key progress included the Civic Facility Masterplan Reference Group, TechOne CiAnywhere and Service Review Program. The Website Redevelopment and Infrastructure as a Service milestones carried into Q2, but all five Governance initiatives remain on track overall.

Overall: While 46% of Q1 milestones were completed within the quarter, the broader delivery position remains positive, with 61% of CBP initiatives on track overall. The difference largely reflects milestone timing and sequencing, with a number of activities moving into Q2 without currently affecting overall project delivery.

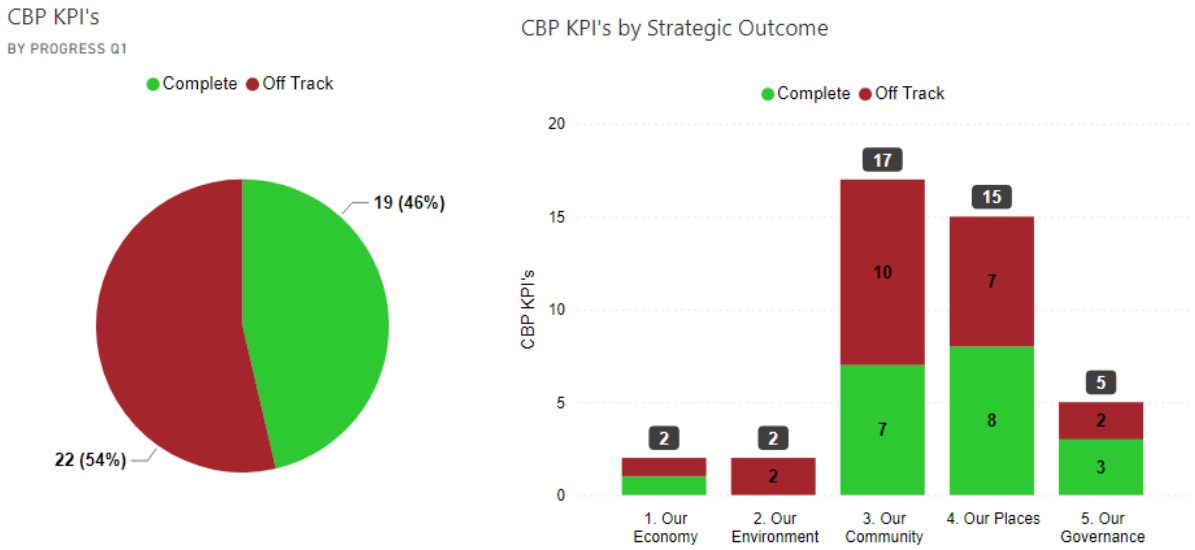


Figure 3: CBP KPI Q1 Milestone Progress by Strategic Community Plan

Attachment 1

Full details of KPI and milestone progress is presented at Attachment 1 which is colour-coded to indicate the progress and status of the CBP KPIs:

- Green indicates the KPI is “complete”
- Orange indicates the KPI is “on track” or has “not commenced”
- Red indicates the KPI is “at risk” or “off track”
- Grey indicates the KPI is “reforecast”.

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

N/A

Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Compliance” risk associated with this item.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

STRATEGIC OUTCOME	LINK TO STRATEGY (CBP)	KPI	OVERALL PROGRESS	EXECUTIVE (Accountable)	QUARTER 1 PROGRESS	QUARTER 1 MILESTONE	QUARTER 1 UPDATE
1. Our Economy	1C.01	International Engagement	Off Track	Daniel Arndt	Off Track	Plan development. Ongoing network development.	As Council is reviewing its policy position on international engagement/ travel it will be recommended to Council at mid year to remove this item.
1. Our Economy	1C.03	Blue Economy and Defence (Research and Innovation Hub)	Off Track	Daniel Arndt	Complete	Assess RFQ outcomes and confirm financial viability of the Henderson Research and Innovation Hub	Assessment complete
2. Our Environment	2A.01	Increase appearance of major road streetscapes within the city	Not Commenced	Anton Lees	Off Track	Landscaping works continue	Commencement of works delayed due to waiting for traffic management plan, due to commence mid October
2. Our Environment	2A.02	Natural Area Management Strategy – Tramway Trail Stage 1 & 2	At Risk	Anton Lees	Off Track	Funding submission complete	Grant funding not provided for FY27. Next opportunity will be for FY28 and as a result it may be recommended to Council at mid year for adjustment to align with FY28 funding application
3. Our Community	3B.01	Manning Park Playground Upgrade	On Track	Kylie Johnson	Off Track	Detailed design and contract development	Overall Project on track. Detailed design ongoing. Works contract development to be completed within the FY in anticipation of construction in FY28
3. Our Community	3B.02	Atwell Reserve – Building Improvements	At Risk	Kylie Johnson	Off Track	Detail design completed and tender document preparation	Detailed design continuing and forecasting completion of detailed design in Oct 2026, just into Q2 and slightly behind CBP KPI of end of Q1.
3. Our Community	3B.03	Aubin Grove Reserve - Floodlight Improvements	On Track	Kylie Johnson	Off Track	Market engagement commenced	Forecasting market engagement in early Q2 (bundled with Anning Park floodlights for efficiency). Overall project still on track for completion this FY.
3. Our Community	3B.04	Beeliar Reserve - Beeliar Reserve Clubroom Upgrade	On Track	Kylie Johnson	Complete	Prepare consultancy scope and quotation	RFT for consultancy services is currently being publicly advertised and closes on the 13 Oct 2026
3. Our Community	3B.05	Cockburn Coast Clubroom and Oval Stage 1	Not Commenced	Kylie Johnson	Off Track	Prepare consultant quotation documents	New project manager has started and initial internal project meeting to be held mid Oct 2026.
3. Our Community	3B.08	Success Regional Reserve Masterplan – Playing Field Floodlights	Not Commenced	Kylie Johnson	Off Track	Prepare consultant quotation documents	Overall Project on track. Not yet commenced as allocated Project Manager is currently working on higher priority projects. Intending to obtain quotes for lighting design in Q3 (rather than Q1), though should still be able to complete overall KPI of detailed design complete by EOFY
3. Our Community	3B.10	Beale Park Redevelopment	On Track	Anton Lees	Complete	Separable Portion 1 complete	Separable portion 1 completed in June 2026 (including main building, new carpark from Hamilton Road, floodlights). Forecast practical completion of Separable portion end of Nov 2026.
3. Our Community	3B.11	Beeliar Reserve - Floodlighting	On Track	Kylie Johnson	Complete	Prepare consultant quotation documents	Design consultant has already been engaged
3. Our Community	3B.12	Davilak Reserve Redevelopment	Off Track	Kylie Johnson	Complete	Prepare scope for consultancy quotations.	Scope for consultancy is being prepared and Project Manager has been allocated.

STRATEGIC OUTCOME	LINK TO STRATEGY (CBP)	KPI	OVERALL PROGRESS	EXECUTIVE (Accountable)	QUARTER 1 PROGRESS	QUARTER 1 MILESTONE	QUARTER 1 UPDATE
3. Our Community	3B.13	Wally Hagan Redevelopment	At Risk	Kylie Johnson	Off Track	State Funding Agreement Executed.	The City has received a draft State Government funding agreement and is working through milestone requirements. An integrated project program has been prepared for consideration by the Project Control Group in October and will inform funding milestones and delivery planning. Project development activities continue to progress across all workstreams.
3. Our Community	3B.18	Treeby East Reserve Development	At Risk	Kylie Johnson	Off Track	Concept Plan complete	Overall project risk remains high due to the requirement for the oval to be ready for the school opening in early 2028. The Council report to finalise the Master Plan following community consultation has been delayed pending confirmation of the land management order and the Department of Education's contribution. Quotes are being sought for the Stage 1 reference design, and CBP KPIs will be reforecast to align with the proposed Design and Construct delivery strategy.
3. Our Community	3B.19	Cockburn ARC - Aquatic Renewal Phase 1 and 2	At Risk	Kylie Johnson	Off Track	Phase 1 – Design start. Phase 2 – Scoping and prepare request for quotation for consultancy	Key Q1 activities included completion of condition assessments, development of the Phase 2 renewal scope, Asset Management Plan integration and progression of Phase 1 renewal works. The October Elected Member briefing will seek feedback on the proposed project pathway before progressing into detailed design, consultant engagement and project development activities.
3. Our Community	3B.20	Anning Park Floodlights	On Track	Kylie Johnson	Complete	Complete detailed design and prepare tender documentation for works contract	Detailed design complete, tender documents prepared. Construction request for tender about to be advertised.
3. Our Community	3B.21	Prinsep Park Development	At Risk	Kylie Johnson	Off Track	Advertise RFQ for business case and concept designs	The City has received the draft funding agreement and is negotiating its terms and payment milestones with the State Government. This includes incorporating consultant-led business case, feasibility and concept planning activities to meet project deadlines and stakeholder requirements, while aligning expectations with what can reasonably be delivered within the site's constraints.
3. Our Community	3C.01	Next RAP Development 2026 - 2029	On Track	Kylie Johnson	Complete	Seek approval from Reconciliation Australia on final draft RAP	Draft RAP submitted to Reconciliation Australia. First round of feedback expected to be received by the City in October.
3. Our Community	3C.02	Aboriginal Cultural and Visitors Centre (Advocacy Funding)	On Track	Kylie Johnson	Off Track	Provide advocacy update to elected members	No further response on advocacy request to Whadjuk Aboriginal Corporation - update was provided to elected members in July as required by the Council resolution.

STRATEGIC OUTCOME	LINK TO STRATEGY (CBP)	KPI	OVERALL PROGRESS	EXECUTIVE (Accountable)	QUARTER 1 PROGRESS	QUARTER 1 MILESTONE	QUARTER 1 UPDATE
3. Our Community	3D.01	Port Coogee Community Space	On Track	Kylie Johnson	Complete	TBD	The City has completed an independent construction cost assessment and provided the detailed cost breakdown to Frasers Property. Discussions are continuing to confirm the developer contribution and finalise the land tenure arrangements before the project can proceed.
4. Our Places	4A.01	Commercial Strategy Review	On Track	Daniel Arndt	Complete	Commence Retail Needs Assessment (RNA)	Consultant appointed and work underway
4. Our Places	4B.01	Public Open Space Strategy Review	On Track	Daniel Arndt	Complete	Undertake Phase 2 Community Engagement	Phase 2 Community Engagement closed. Moving into Reporting milestone on outcomes of consultation given volume of submissions. Note the Report will be prepared for internal consideration and considering if changes to strategy needed (the report to Council will occur by Q4)
4. Our Places	4C.03	Elderberry Drive, Semple Court and Berrigan Drive Intersection - Semple Berrigan Roundabout	On Track	Anton Lees	Off Track	15% Design completed	15% Design was submitted by consultant to the City in mid Sept and is currently being reviewed by the City. Expecting finalisation of the 15% design in Oct before progressing further with detailed design, so marginally behind KPI.
4. Our Places	4C.05	Orsino Boulevard and Pantheon Avenue Intersection	At Risk	Anton Lees	Off Track	Detailed Design complete	100% design expected to be finalised in November, team are currently reviewing impact on Q2 in order to determine if project can move from At Risk back to On Track
4. Our Places	4C.06	Rowley Road, De Haer Road and Liddelow Road Intersection	On Track	Anton Lees	Complete	Detailed Design progressing	Consultant is progressing 85% design
4. Our Places	4C.07	Hammond Rd Duplication Russell Rd to Rowley - Upgrade & Extension Stage 1 - Russell to Frankland	At Risk	Anton Lees	Complete	Detailed Design progressing	100% Design and cost estimate has been received from consultant. City has had meeting with Main Roads MRRG in late Sept to discuss funding misalignment. City to provide further information to Main Roads including forecast project cashflow.
4. Our Places	4C.08	Beeliar Drive and Dunraven Drive Intersection (Blackspot Project)	At Risk	Anton Lees	Off Track	Market engagement for construction contract	Overall delay caused by seeking Main Road advice for compliance of revised delivery strategy (that addresses funding constraints) with Black Spot program. Main Roads advice received and now estimating an early Q2 (Oct) market engagement
4. Our Places	4C.09	Rockingham/Phoenix Road Intersection	On Track	Anton Lees	Complete	Traffic modelling and signal phasing commenced	Traffic modelling has been submitted to Main Roads. Signal phasing arrangements have been agreed with Main Roads.
4. Our Places	4C.11	Rowley Road & Lyon Road Intersection Upgrade	On Track	Anton Lees	Off Track	Traffic modelling and signal phasing commenced	Further traffic modelling and signal phasing will not be commenced until after growth confirmation received from Main Roads.
4. Our Places	4C.12	North Lake Road & Discovery Drive Intersection	On Track	Anton Lees	Off Track	Traffic modelling and signal phasing commenced	Signal phasing not likely to be commenced by end of Sept. Overall project on track

STRATEGIC OUTCOME	LINK TO STRATEGY (CBP)	KPI	OVERALL PROGRESS	EXECUTIVE (Accountable)	QUARTER 1 PROGRESS	QUARTER 1 MILESTONE	QUARTER 1 UPDATE
4. Our Places	4C.13	North Lake Road & Elderberry Drive Intersection	On Track	Anton Lees	Complete	Traffic modelling and signal phasing commenced	Both traffic modelling and signal phasing has commenced
4. Our Places	4C.14	Lyon Road & Gibbs Road Intersection	On Track	Anton Lees	Off Track	Traffic modelling and signal phasing commenced	Signal phasing not likely to be commenced by end of Sept. Overall project on track
4. Our Places	4C.15	Hammond Road Duplication Russell Road to Rowley – Upgrade and Extension Stage 2 Frankland to Rowley	On Track	Anton Lees	Off Track	Traffic modelling and signal phasing commenced	Signal phasing not likely to be commenced by end of Sept. Overall project on track
4. Our Places	4C.18	Roads Resurfacing Program	On Track	Anton Lees	Complete	Road resurfacing program 25% complete	Site Planning, Scheduling, Temporary Traffic Management commenced for the program. Relevant RFTs for asphalt and Profiling completed.
4. Our Places	4C.19	Drainage New and Upgrade Program	At Risk	Anton Lees	Complete	Tender documents prepared	Glenister tender documents prepared. Tender documents currently being prepared for three drainage projects (Aberle, Carello, Elderberry), with forecast market engagement in Q2 (Nov/Dec 2026).
5. Our Governance	5B.01	Website Redevelopment	On Track	Carissa Bywater	Off Track	Tender released. Vendor evaluation and selection	Tender released but evaluation and selection October - November. Still on track for Q2 milestones of contract finalisation and project initiation
5. Our Governance	5B.02	Infrastructure as a Service	On Track	Carissa Bywater	Off Track		Further negotiations with the respondent have allowed for a reduction in scope that still supports the infrastructure move. Budget for the project has also been addressed. Final negotiations are expected to be completed by end of October, with the supplier able to commence works in November. It is expected that the project can return to the original timeline if works commence in November.
5. Our Governance	5D.01	Civic Facility Masterplan – Administration Building	On Track	Daniel Arndt	Complete	Reference Group to be formed and Terms of Reference considered	Reference group formed Terms of Reference adopted 8 Sept 2026 OCM
5. Our Governance	5D.03	TechOne CiAnywhere Project	On Track	Carissa Bywater	Complete	Planning and readiness preparation for Stages 1B.	Phase 1A is materially complete, with the delivery of Customer Request Management and Enterprise Asset Management. Improvement activities are ongoing in response to feedback from the business. Planning and activity for Contract Management continues, with an estimated delivery of March 2027. Meanwhile, planning for Phase 1B - animal management, infringements, and sundry debtors - has commenced, with a focus on structure and project artefacts.
5. Our Governance	5D.04	Service Review Program	On Track	Carissa Bywater	Complete	Delivery against methodology outputs	CX Service Review recommendations presented to ELT and SLT. Implementation workshops to commence with SLT members.

14.2.3 (2026/MINUTE NO 0173) Payments Made from Municipal Fund and Local Procurement Summary - September 2026

Responsible Executive	Director Corporate and System Services
Author(s)	Service Lead Budgeting and Accounting and Service Manager Strategic Finance
Attachments	1. Payment Listing September 2026 ⇩ 2. Credit Cards by Cardholder September 2026 ⇩ 3. Credit Cards by Category September 2026 ⇩ 4. Store Cards September 2026 ⇩

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) RECEIVES the list of payments made by the City during September 2026, as attached; and

(2) RECEIVES the lists of transactions paid by credit and other types of purchase cards during September 2026, as attached.

CARRIED 8/0

Background

Council has delegated authority to the Chief Executive Officer and approved sub-delegates under Delegation 1.2.26 - Payment from Municipal and Trust Funds to make payments from the Municipal and Trust Fund

In accordance with Regulations 13(1) and 13A of the *Local Government (Financial Management) Regulations 1996,* Council is required to receive a monthly list of payments made under this delegation, including transactions made using credit cards, debit cards, and other purchasing cards.

Submission

N/A

Report

Payments made under delegated authority during September totalled $27.18 million. Reported amounts are inclusive of GST, noting that budget impacts are reported exclusive of GST.

A summary of payment by category is provided below, with detailed transaction listings included in the attached schedules.

Net EFT payments (suppliers, sundry creditors)	$22,659,068
Payroll payments (two fortnights)	$4,373,089
Corporate credit cards	$63,442
Bank transactional fees (BPay and merchant fees)	$85,920
Total payments for month	**$27,181,519**

The City processes several payment runs each month to ensure suppliers and other payees are paid promptly, including local and small businesses.

Two Credit Card Transaction Summary reports are attached: one by cardholder position and one by spend category, each with supporting details. During the reporting period, the CEO's corporate credit card recorded zero transactions.

The table below summarises credit card transactions by spend category.

Spend Category	**$**	**%**
Advertising	2,434.44	3.84%
Application, Licence, Registration Fees	3,452.08	5.44%
Bank and Other fees	16.49	0.03%
Conferences and Seminars	7,656.90	12.07%
Disputed Transaction	608.85	0.96%
Equipment Purchases	1,630.22	2.57%
Events and Functions	12,429.10	19.59%
Hire of Equipment and Facilities	1,480.69	2.33%
Meeting/Workshop Catering	2,992.19	4.72%
Motor Vehicle Expenses	183.89	0.29%
Office Supplies	491.77	0.78%
Parking Expenses	103.98	0.16%
Professional Services	996.98	1.57%
Program Costs	2,693.88	4.25%
Purchase of Gift Card - Community Prog	371.33	0.59%
Subscriptions and Memberships	7,641.27	12.04%
Supplies and Materials Purchases	6,648.22	10.48%
Training & Professional Development	6,855.45	10.81%
Travel and Accommodation	4,754.68	7.49%
Total on 45 cards used	**$63,442.41**	**100.01%**

Several store cards are used for the purchase of goods and services required for City operations, in accordance with Council's Procurement Policy. A summary of store card expenditure is provided below, with a detailed listing of transactions included in the attachments.

Type	$	Purpose
Woolworths (23 cards)	5,208.23	Seniors centre, youth centre, marina, community development, events, amenities, libraries, customer service, waste and sustainability
Bunnings (23 cards)	7,189.18	Sustainability, facilities, fleet, parks and environmental, waste services, civil works, youth services, ARC and community development
BP fuel cards (Separate document to the agenda – Link to document)	236,028.83	Fuel purchases for the City's plant and light vehicle fleet. The increase from the previous month reflects higher fuel costs following the cessation of the temporary fuel excise discount, resulting in an increase in average fuel prices per litre

Local Procurement – September 2026

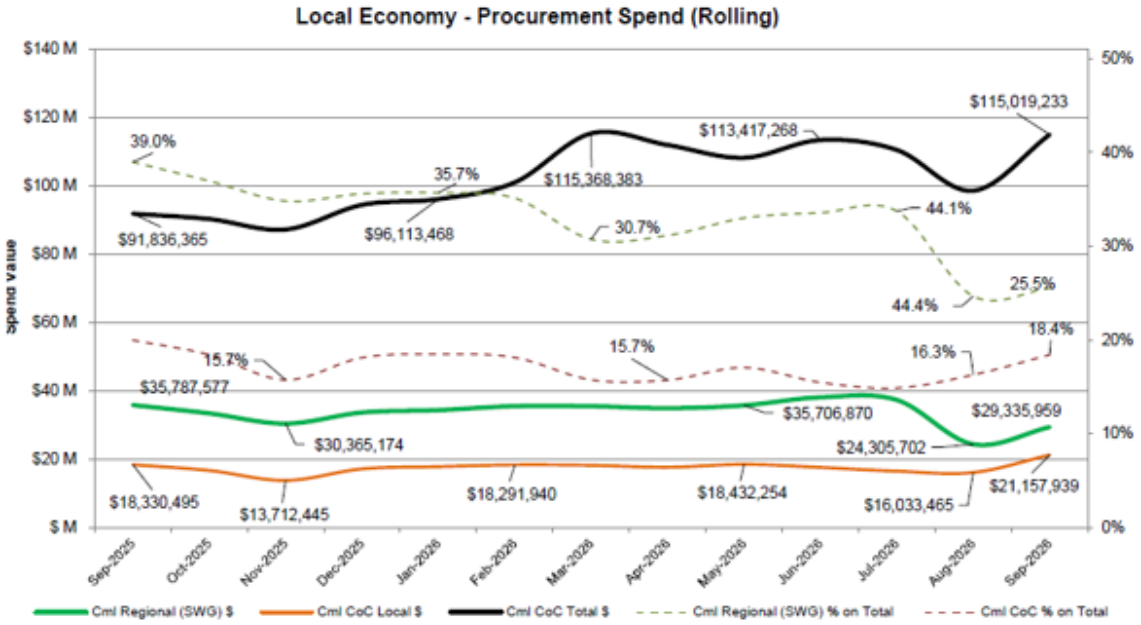
The monthly statistics on local and regional procurement spend are summarised below, detailing the spend amounts and percentages relative to the total spend.

Procurement Report - Local Buy Summary & Trends **September 2026**

Monthly Statistics	CoC Local Spend	**$5,976,880**	CoC Local Value	**23.29%**	CoC Local Qty	**28.62%**
	Local/Regional Spend	**$6,390,533**	Local/Regional Value	**24.90%**	Local/Regional Qty	**36.12%**
Aboriginal Engagement	Suppliers used YTD	**7**	Orders raised YTD	**139**	Committed spend YTD	**$95,654**

Local expenditure within the City of Cockburn represented 23.29% of total monthly spend and 28.62% of all procurement transactions. Within the Perth South-West Metropolitan Alliance (PSWMA) region, the City's monthly expenditure increased to 24.90%, compared to 14.40% recorded in August. In September 95.57% of the procurement was contracted an increase from 81.24% in August.

The following one-year rolling chart to September 2026 tracks the City's procurement spend with businesses located within Cockburn and the PSWMA region:



In September, the 12-month rolling local expenditure in Cockburn was $21.15 million, representing 18.4% of the City's total spend. Within the PSWMA region, this figure increased to $29.33 million or 25.5% of the total spend.

This performance measurement aligns with the City's objectives under Council's Procurement Policy, specifically the "local economic benefit", which emphasises a preference for local procurement.

Social Procurement

As at 30 September, the City had engaged seven Aboriginal businesses, with a total commitment of $92,116 and three Disability enterprise, committing $110,637 for the 2026/27 financial year.

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 are provided for within the City's Municipal Budget, as approved and amended by Council.

Legal Implications

This report supports compliance with Regulations 12, 13, and 13A of the *Local Government (Financial Management) Regulations 1996*, which require the monthly reporting of payments made under delegated authority, including transactions using credit cards, debit cards, and other purchasing cards.

Community Consultation

N/A

Risk Management Implications

Monthly reporting of payments made under delegated authority provides Council with oversight of the City’s expenditure and supports transparency, sound governance, and financial accountability. The reporting process enables Council to review payments made to meet operational and contractual obligations and seek clarification where required.

Advice to Proponent(s)/Submitters

N/A

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

Nil.

30th September 2026 PAYMENT LISTING

MUNICIPAL FUND

Payment Number	Account Number	Payee Name	Payment Listing Description	Date	Alloc Amount
EF192319	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	2/09/2026	167.03
EF192320	26987	Cti Risk Management	Security - Cash Collection	2/09/2026	768.30
EF192321	99996	Stephanie Gek Buay Seah	Property and Rates related refunds	2/09/2026	6,250.00
EF192322	10589	Fines Enforcement Registry	Fines Enforcement Fees	4/09/2026	4,796.50
EF192323	28381	Sandwai Pty Ltd	Software	4/09/2026	1,504.80
EF192324	28376	Edume Ltd	Software	8/09/2026	17,194.40
EF192325	29593	Patch My Pc Llc Patch My Pc	Software As A Service	8/09/2026	6,447.92
EF192326	26987	Cti Risk Management	Security - Cash Collection	8/09/2026	331.50
EF192327	10152	Aust Services Union	Payroll Deductions	14/09/2026	579.00
EF192328	10154	Australian Taxation Office	Payroll Deductions	14/09/2026	635,630.00
EF192329	10305	Child Support Agency	Payroll Deductions	14/09/2026	2,671.99
EF192330	11857	Champagne Social Club	Payroll Deductions	14/09/2026	360.00
EF192331	18505	Centrelink	Payroll Deductions	14/09/2026	361.86
EF192332	19726	Health Insurance Fund Of Wa	Payroll Deductions	14/09/2026	784.30
EF192333	27874	Smartsalary	Salary Packaging/Leasing Administration	14/09/2026	10,232.62
EF192334	28458	Easi Group	Novated Leasing	14/09/2026	27,443.74
EF192335	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgrceu	Union	14/09/2026	72.00
EF192336	28890	Construction Forestry Mining Energy Union - Construction & G Cfmeu Wa - Co	Payroll Deductions	14/09/2026	30.00
EF192337	29490	Flare Hr Pty Ltd Flare Hr	Employee Benefits	14/09/2026	1,600.67
EF192338	27492	Superchoice Services Pty Limited	Payroll Deductions	10/09/2026	469,058.83
EF192339	11760	Water Corporation	Sewer Easement	15/09/2026	371.91
EF192340	99996	Jurrys Himuldang	Property and Rates related refunds	15/09/2026	30.00
EF192341	99996	Mc South Pty Ltd	Property and Rates related refunds	15/09/2026	2,234.46
EF192342	99996	Apex Building (Aus) Pty Ltd	Property and Rates related refunds	15/09/2026	1,951.26
EF192343	99996	Tangent Nominees Pty Ltd	Property and Rates related refunds	15/09/2026	1,571.56
EF192344	99996	Fabien Raymond	Property and Rates related refunds	15/09/2026	147.00
EF192345	99996	Professionals Armadale Real Estate	Property and Rates related refunds	15/09/2026	597.23
EF192346	99996	Russell Phillphann	Property and Rates related refunds	15/09/2026	2,500.00
EF192347	99996	Ying Guo	Property and Rates related refunds	15/09/2026	2,433.34
EF192348	99996	Dj & Nm Finch	Property and Rates related refunds	15/09/2026	654.00
EF192349	99996	Peter K James	Property and Rates related refunds	15/09/2026	340.01
EF192350	99996	Carlin Team	Property and Rates related refunds	15/09/2026	563.09
EF192351	99996	Rentwest Solutions	Property and Rates related refunds	15/09/2026	498.61
EF192352	99996	Moya J Werner	Property and Rates related refunds	15/09/2026	600.00
EF192353	99996	Lennon Pty Ltd	Property and Rates related refunds	15/09/2026	475.21
EF192354	99996	Alex Taylor Lord	Property and Rates related refunds	15/09/2026	2,355.24
EF192355	99996	Peter H Hermet	Property and Rates related refunds	15/09/2026	1,976.70
EF192356	99996	Perinko Roso	Property and Rates related refunds	15/09/2026	4,054.13
EF192357	99996	Johnson Property Group Australia Pty Ltd	Property and Rates related refunds	15/09/2026	519.92
EF192358	99996	Vivid Property Perth	Property and Rates related refunds	15/09/2026	502.67
EF192359	99996	Westpro Management Pty Ltd	Property and Rates related refunds	15/09/2026	255.00
EF192360	99996	Trudie Louisefairhurst	Property and Rates related refunds	15/09/2026	87.00
EF192361	99996	Hall & Prior	Property and Rates related refunds	15/09/2026	66,742.87
EF192362	99996	Ian Morris	Property and Rates related refunds	15/09/2026	46.52
EF192363	99996	Khalid J Malik	Property and Rates related refunds	15/09/2026	130.04
EF192364	99996	Robin Bayly	Property and Rates related refunds	15/09/2026	765.26
EF192365	99996	I & M Asset Holdings Pty Ltd	Property and Rates related refunds	15/09/2026	3,167.53
EF192366	99996	Harvest Properties (Wa) Pty Ltd	Property and Rates related refunds	15/09/2026	1,133.16
EF192367	99996	Harvest Properties (Wa) Pty Ltd	Property and Rates related refunds	15/09/2026	440.67

EF192368	99996	Harvest Properties (Wa) Pty Ltd	Property and Rates related refunds	15/09/2026	930.06
EF192369	99996	Phyllis Starr	Property and Rates related refunds	15/09/2026	430.43
EF192370	99996	Wa Land Authority	Property and Rates related refunds	15/09/2026	178.72
EF192371	99996	Humdrum Habitat Pty Ltd	Property and Rates related refunds	15/09/2026	479.52
EF192372	99996	Lynley Young	Property and Rates related refunds	15/09/2026	2,000.00
EF192373	27872	Phoebe Corke	Elected Member Sitting Fees & Allowances	15/09/2026	223.48
EF192374	28717	Carol Lechun Zhang	Elected Member Sitting Fees & Allowances	15/09/2026	445.45
EF192375	29319	Hilda G Srhoy	Elected Member	15/09/2026	121.49
EF192376	10047	Alinta Energy	Natural Gas & Electrcity Supply	15/09/2026	84,546.33
EF192377	11794	Synergy	Electricity Usage/Supplies	15/09/2026	409,917.23
EF192378	28571	Perth Energy Pty Ltd	Energy Supply	15/09/2026	22,584.29
EF192379	23250	Department Of Planning, Lands & Heritage	Dap Applications & Dap Fees	15/09/2026	7.00
EF192380	88888	Glenbrook Civil Engineering Contractors	Bond Refund	15/09/2026	10,587.50
EF192381	88888	Qube Wattleup Development Pty Ltd	Bond Refund	15/09/2026	43,604.27
EF192382	88888	Beauchamp Nominees P/L Atf Jd Hay F/T &	Bond Refund	15/09/2026	41,850.22
EF192383	99997	Maria Iva Coelho	Senior Security Rebate	15/09/2026	200.00
EF192384	99997	Erica Weiderman	Sanitary Product Rebate Erica Weiderman	15/09/2026	50.00
EF192385	99997	Wahida Ul-Haq	Compost Bin Rebate - Wahida Ul-Haq	15/09/2026	49.95
EF192386	99997	Jade Nelson	Individual Sponsorship - Jade Nelson	15/09/2026	200.00
EF192387	99997	Cockburn Wolves	Sports Equipment Grant Cockburn Wolves	15/09/2026	500.00
EF192388	99997	Life Chapel Fremantle Inc	Small Events Sponsorship 2627-Ses03	15/09/2026	3,300.00
EF192389	99997	Bibra Lake Residents Association	Resident Groups Grant Program	15/09/2026	750.00
EF192390	99997	Rachael Lehembre	Nappy Rebate - Rachael Lehembre	15/09/2026	100.00
EF192391	99997	Western Australian Ice Racing	Sports Equipment Grant	15/09/2026	1,000.00
EF192392	99997	David Yukich	Compost Bin Rebate	15/09/2026	50.00
EF192393	99997	Fremantle Rugby League Club	Sports Equipment Grant	15/09/2026	1,000.00
EF192394	99997	Nivalda Taylor	Habitat For Homes Bird Bath Rebate	15/09/2026	49.50
EF192395	99997	Claudine Zealander	Habitat For Homes Bird Bath Rebate	15/09/2026	50.00
EF192396	99997	Jessica Smith	Sports Equipment Grant	15/09/2026	200.00
EF192397	99997	David Kursar	Employee Reimbursment	15/09/2026	24.35
EF192398	99997	Laura Jane Greene	Petty Cash Reimbursement	15/09/2026	106.90
EF192399	99997	Nevilla Younger	Bird Bath Rebate - Nevilla Younger	15/09/2026	24.75
EF192400	99997	West Soil And Water	Foi Refund - Brad Erceg	15/09/2026	30.00
EF192401	99997	Treeby Community Association	Resident Groups Grant Program	15/09/2026	697.60
EF192402	99997	Treeby Community Association	Resident Groups Grant Program	15/09/2026	3,880.00
EF192403	99997	Theo Van Der Merwe	Pen Fee Refund – E158	15/09/2026	758.00
EF192404	99997	Mc & Lm Angel	Pen Fees H214	15/09/2026	274.10
EF192405	99997	Our Veterans Forge Inc	Small Events Sponsorship	15/09/2026	2,400.00
EF192406	99997	A M Lopes	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192407	99997	Lindsay Tacy	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192408	99997	Mrs Lisa A Payne	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192409	99997	Stephanie Seah	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192410	99997	Manuel And Natalie Marques	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192411	99997	Manuel And Natalie Marques	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192412	99997	Laura Fraser Hardy	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192413	99997	Sp & Gv Kahle	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192414	99997	Sp & Gv Kahle	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192415	99997	Jorge Martin Gonzalez Gonzalez	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192416	99997	Susan Maher	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192417	99997	Letitia & Anthony Pante'	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192418	99997	Catherine Riini	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192419	99997	N & C Brown	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192420	99997	Anaroby Chellumbrun	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192421	99997	Michal Turek & Kamila Turkova	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192422	99997	Gabrielle Yulianto	Junior Sports Travel Assistance Grant	15/09/2026	400.00

EF192423	99997	Cassandra Herangi	Junior Sports Travel Assistance Grant	15/09/2026	400.00
EF192424	99997	Carlie Frances Love	Reimbursement Of Fees	15/09/2026	2,468.00
EF192425	10058	Alsco Pty Ltd	Hygiene Services/Supplies	15/09/2026	428.13
EF192426	10086	Arteil Wa Pty Ltd	Ergonomic Chairs	15/09/2026	862.39
EF192427	10176	Beeliar Primary School	Community/Sustainability Grant	15/09/2026	600.00
EF192428	10184	Benara Nurseries	Plants	15/09/2026	11,543.50
EF192429	10207	Boc Gases	Gas Supplies	15/09/2026	94.15
EF192430	10211	Bolinda Publishing Pty Ltd	Publishing	15/09/2026	64.35
EF192431	10226	Bridgestone Australia Ltd	Tyre Services	15/09/2026	25,672.15
EF192432	10231	Brooks Hire	Hire Services - Equipment	15/09/2026	1,562.00
EF192433	10244	Building & Const Industry Training Fund	Levy Payment	15/09/2026	342,460.96
EF192434	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	15/09/2026	7,448.77
EF192435	10287	Centreline Markings	Linemarking Services	15/09/2026	6,270.00
EF192436	10328	City Of Melville	Security Services	15/09/2026	9,485.66
EF192437	10333	Cjd Equipment Pty Ltd	Hardware Supplies	15/09/2026	2,936.00
EF192438	10349	Cockburn Basketball Assoc Inc	Basketball	15/09/2026	1,100.00
EF192439	10352	Cockburn Bowling & Recreational Club Inc Cockburn Barc	Recreation Club	15/09/2026	13,341.71
EF192440	10359	Cockburn Painting Service	Painting Supplies/Services	15/09/2026	5,863.00
EF192441	10368	Cockburn Wetlands Education Centre	Community Grant	15/09/2026	165.00
EF192442	10384	Progility Pty Ltd	Communication Services - A002131	15/09/2026	116,006.16
EF192443	10483	Landgate	Mapping/Land Title Searches	15/09/2026	1,865.40
EF192444	10526	E & Mj Rosher Pty Ltd	Mower Equipment	15/09/2026	6,812.51
EF192445	10535	Workpower Incorporated	Employment Services - Planting	15/09/2026	1,950.18
EF192446	10589	Fines Enforcement Registry	Fines Enforcement Fees	15/09/2026	2,715.00
EF192447	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	15/09/2026	1,881.00
EF192448	10655	Ghd Pty Ltd	Consultancy Services	15/09/2026	10,890.00
EF192449	10683	Gronbek Security	Locksmith Services	15/09/2026	99.00
EF192450	10768	Institute Of Public Works Engeering Aust - Wa Inc Ipwea Wa	Membership Fees	15/09/2026	3,410.00
EF192451	10787	Jandakot Accident Repair Centre	Panel Beating Services	15/09/2026	13,536.05
EF192452	10827	Kelyn Training Services	Training Services	15/09/2026	1,350.00
EF192453	10879	Les Mills Aerobics	Instruction/Training Services	15/09/2026	1,824.12
EF192454	10913	Bucher Municipal Pty Ltd	Purchase Of New Plant / Repair Services	15/09/2026	13,482.39
EF192455	10942	Sullivan Commercial Pty Ltd Mlv Property West Perth	Property Consultancy Services	15/09/2026	14,300.00
EF192456	10991	Beacon Equipment	Mowing Equipment	15/09/2026	764.00
EF192457	11028	Neverfail Springwater Ltd	Bottled Water Supplies	15/09/2026	46.20
EF192458	11036	Northlake Electrical Pty Ltd	Electrical Services	15/09/2026	21,398.87
EF192459	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	15/09/2026	10,435.87
EF192460	11235	Reinforced Concrete Pipes Pty Ltd	Concrete Pipe Supplies	15/09/2026	8,593.32
EF192461	11307	Satellite Security Services Pty Ltd	Security Services	15/09/2026	34,583.45
EF192462	11483	St John Ambulance Aust Wa Operations	First Aid Courses	15/09/2026	937.25
EF192463	11505	State Library Of Western Australia	Book Supplies	15/09/2026	8,737.49
EF192464	11511	Statewide Bearings	Bearing Supplies	15/09/2026	620.22
EF192465	11531	Sunny Industrial Brushware Pty Ltd	Brush/Road Broom Supplies	15/09/2026	1,288.32
EF192466	11557	Technology One Ltd	It Consultancy Services	15/09/2026	27,148.12
EF192467	11619	Eagers Wa Pty Ltd (Titan Ford) Titan Ford	Automotive	15/09/2026	580.00
EF192468	11625	Nutrien Water	Reticulation Supplies	15/09/2026	35,074.93
EF192469	11642	Trailer Parts Pty Ltd	Trailer Parts	15/09/2026	301.22
EF192470	11699	Vernon Design Group	Architectural Services	15/09/2026	3,150.00
EF192471	11701	Vibra Industrial Filtration Australasia	Filter Supplies	15/09/2026	927.30
EF192472	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	15/09/2026	7,726.95
EF192473	11795	Western Power	Street Lighting Installation & Service	15/09/2026	3,822.01
EF192474	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	15/09/2026	2,689.76
EF192475	11854	Zipform Pty Ltd	Printing Services	15/09/2026	23,579.29
EF192476	11873	Wattleup Tractors	Hardware Supplies	15/09/2026	2,745.00
EF192477	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	15/09/2026	1,735.17

EF192478	12153	Hays Personnel Services Pty Ltd	Employment Services	15/09/2026	30,354.41
EF192479	12207	Civica Pty Ltd	Software Support/Licence Fees	15/09/2026	2,956.80
EF192480	12540	Cockburn Cricket Club	Council Grants & Donations	15/09/2026	1,500.00
EF192481	13475	The Trustee For Burgess Rawson Wa Unit Trust Burgess Rawson (Wa) Pty Lt	Property Management	15/09/2026	44,796.39
EF192482	15393	Stratagreen	Hardware Supplies	15/09/2026	4,221.42
EF192483	15850	Ecoscape Australia Pty Ltd	Environmental Consultancy	15/09/2026	968.00
EF192484	16064	Cms Engineering	Airconditioning Services	15/09/2026	28,932.42
EF192485	16107	Wren Oil	Waste Disposal Services	15/09/2026	1,152.80
EF192486	16384	Bull Motor Bodies Pty Ltd Bull Motor Bodies Wa	Manufacturing	15/09/2026	2,591.60
EF192487	16432	Scarvaci's Iga	Groceries	15/09/2026	600.00
EF192488	16846	Action Glass & Aluminium	Glazing Services	15/09/2026	6,030.62
EF192489	16979	Japanese Truck And Bus Spares Pty Ltd	Spare Parts - Automotive	15/09/2026	213.50
EF192490	16985	Wa Premix	Concrete Supplies	15/09/2026	2,049.07
EF192491	17343	Rac Businesswise	Membership Subscription	15/09/2026	308.00
EF192492	18203	Natsync Environmental	Pest Control	15/09/2026	422.00
EF192493	18272	Austraclear Limited	Investment Services	15/09/2026	145.18
EF192494	18533	Friends Of The Community Inc.	Catering Services	15/09/2026	3,300.00
EF192495	18962	Sealanes (1985) P/L	Catering Supplies	15/09/2026	2,580.96
EF192496	19107	Forever Shining Artforms Wa	Parks Infrastructure Services	15/09/2026	1,632.00
EF192497	19339	Western Australian Sports Federation	Sports & Recreation Organisation	15/09/2026	566.50
EF192498	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	15/09/2026	4,758.30
EF192499	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	15/09/2026	1,006.38
EF192500	20146	Data#3 Limited	Contract It Personnel & Software	15/09/2026	17,626.36
EF192501	21697	Ict Express Pty Ltd	Consultancy Services - It	15/09/2026	217.80
EF192502	21744	Jb Hi Fi - Commercial	Electronic Equipment	15/09/2026	1,005.75
EF192503	21946	Ryan's Quality Meats	Meat Supplies	15/09/2026	1,975.81
EF192504	22106	Intelife Group Limited Civitus	Services - Daip	15/09/2026	3,531.53
EF192505	22553	Brownes Food Operations	Catering Supplies	15/09/2026	668.63
EF192506	22613	Vicki Royans	Artistic Services	15/09/2026	960.00
EF192507	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	15/09/2026	2,970.00
EF192508	22752	Elgas Limited	Gas Supplies	15/09/2026	703.04
EF192509	22854	Lgiswa	Insurance Premiums	15/09/2026	46,489.78
EF192510	23034	Douglas Partners	Consultancy Services - Geo Technical	15/09/2026	5,665.00
EF192511	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	15/09/2026	9,900.00
EF192512	23570	A Proud Landmark Pty Ltd	Landscape Contruction Services	15/09/2026	5,684.80
EF192513	23579	Daimler Trucks Perth	Truck Parts	15/09/2026	2,331.35
EF192514	24156	Mastec Australia Pty Ltd	Purchase Of New Bins - A001987	15/09/2026	163,458.80
EF192515	24275	Truck Centre Wa Pty Ltd	Truck Parts	15/09/2026	625.93
EF192516	24619	Vibrant Mcs Pty Ltd Mcs Security	Security Services	15/09/2026	16,125.66
EF192517	25063	Superior Pak Pty Ltd	Vehicle Maintenance	15/09/2026	16,656.12
EF192518	25102	Fremantle Mobile Welding	Welding Services	15/09/2026	9,959.24
EF192519	25128	Horizon West Landscape & Irrigation Pty Ltd	Landscaping Services	15/09/2026	21,054.00
EF192520	25264	Acurix Networks Pty Ltd	Wifi Access Service	15/09/2026	7,861.23
EF192521	25418	Cs Legal	Legal Services	15/09/2026	3,250.45
EF192522	25813	Lg Connect Pty Ltd	Erp Systems Development	15/09/2026	6,125.84
EF192523	26114	Grace Records Management	Records Management Services	15/09/2026	1,800.92
EF192524	26121	Cockburn Community Men's Shed Inc	Fabrication Services	15/09/2026	66,932.00
EF192525	26162	Randstad Pty Ltd	Employment Services	15/09/2026	6,010.06
EF192526	26251	Elizabeth Christina Antonio Healing India Creative Arts	Facilitation Services - Workshops	15/09/2026	495.00
EF192527	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance	15/09/2026	32,967.00
EF192528	26403	Ches Power Group Pty Ltd	Engineering Solutions / Back Up Generato	15/09/2026	1,558.98
EF192529	26470	Scp Conservation	Fencing Services	15/09/2026	7,590.00
EF192530	26582	Road Specialist Australia	Hydraulic Repairs	15/09/2026	1,499.30
EF192531	26618	Global Spill Control Pty Ltd	Road Safety Products	15/09/2026	811.80
EF192532	26623	Cromag Pty Ltd (Sigma Chemicals) Sigma Telford Group	Chemicals - Pool	15/09/2026	2,711.72

EF192533	26677	Australia And New Zealand Recycling Platform Limited	Not- For-Profit Member Services Body	15/09/2026	2,464.52
EF192534	26735	Shane Mcmaster Surveys	Survey Services	15/09/2026	18,755.00
EF192535	26739	Kerb Doctor	Kerb Maintenance	15/09/2026	19,361.65
EF192536	26750	Kleenit Pty Ltd	Facility Maintenance	15/09/2026	9,976.90
EF192537	26752	Mg Group Wa	Construction	15/09/2026	12,531.27
EF192538	26771	Instant Products Hire	Portable Toilet Hire	15/09/2026	884.20
EF192539	26782	Soft Landing	Recycling Services	15/09/2026	54,360.68
EF192540	26827	Good Samaritan Industries	Business Mail House Solutions, Warehousi	15/09/2026	2,728.00
EF192541	26843	Ergolink	Ergonomic Office Furniture	15/09/2026	2,759.23
EF192542	26846	Visability Limited	Disabilibilty Services	15/09/2026	1,062.53
EF192543	26854	Whs Foundation	Training	15/09/2026	290.00
EF192544	26888	Media Engine	Graphic Design, Marketing, Video Product	15/09/2026	1,520.00
EF192545	26901	Alyka Pty Ltd	Digital Consultancy And Web Development	15/09/2026	660.00
EF192546	26909	West Coast Profilers Pty Ltd	Road Planing Cold Services	15/09/2026	3,696.00
EF192547	26923	Woodlands	Rubbish Collection Equipment	15/09/2026	14,611.74
EF192548	26929	Elan Energy Matrix Pty Ltd	Recycling Services	15/09/2026	2,864.15
EF192549	26957	Jbs & G Australia Pty Ltd	Consultancy - Enviromental	15/09/2026	2,750.00
EF192550	26985	Access Icon Pty Ltd	Drainage Products	15/09/2026	2,931.50
EF192551	26987	Cti Risk Management	Security - Cash Collection	15/09/2026	1,821.93
EF192552	26988	Bladon Wa Pty Ltd	Promotional Products	15/09/2026	275.00
EF192553	27010	Quantum Building Services Pty Ltd	Building Maintenance	15/09/2026	42,442.96
EF192554	27011	Baileys Marine Fuel Australia	Fuel	15/09/2026	3,965.31
EF192555	27015	Intelli Trac	Gps Tracking	15/09/2026	3,919.30
EF192556	27031	Downer Edi Works Pty Ltd	Asphalt Services	15/09/2026	27,257.84
EF192557	27046	Tfh Hire Services Pty Ltd	Hire Fencing	15/09/2026	3,874.97
EF192558	27054	Vocus Pty Ltd	Telecommunications	15/09/2026	4,456.23
EF192559	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	15/09/2026	3,748.16
EF192560	27065	Westbooks	Books	15/09/2026	4,883.56
EF192561	27082	Kulbardi Pty Ltd	Stationery Supplies	15/09/2026	677.25
EF192562	27085	Savills Project Management Pty Ltd	Project Management	15/09/2026	6,512.00
EF192563	27154	Veolia Recycling & Recovery Pty Ltd	Waste Services	15/09/2026	10,498.50
EF192564	27168	Nightlife Music Pty Ltd	Music Management	15/09/2026	465.53
EF192565	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	15/09/2026	237.76
EF192566	27201	Wfs Australia Pty Ltd	Software	15/09/2026	1,013.21
EF192567	27241	Landscape Elements	Landscaping Services	15/09/2026	5,913.60
EF192568	27246	Veale Auto Parts	Spare Parts Mechanical	15/09/2026	1,862.60
EF192569	27269	Payrix Australia	Payment Processing	15/09/2026	43,303.91
EF192570	27334	Westcare Print	Printing Services	15/09/2026	407.00
EF192571	27346	Office Line	Furniture Office	15/09/2026	862.40
EF192572	27362	The Mighty Booths	Photobooth	15/09/2026	700.00
EF192573	27377	Accidental Health And Safety - Perth	First Aid Supplies	15/09/2026	1,938.38
EF192574	27396	Ankeet Mehta Spearwood Newspaper Round Delivery	Newspaper Delivery	15/09/2026	220.80
EF192575	27403	Freedom Fairies Pty Ltd	Amusement	15/09/2026	1,161.60
EF192576	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	15/09/2026	13,568.36
EF192577	27463	Agile Dogs	Dog Training	15/09/2026	968.00
EF192578	27518	Kyocera Document Solutions Australia Pty Ltd	Photcopying Machines	15/09/2026	3,972.09
EF192579	27529	Wa Library Supplies	Library Supplies & Furniture	15/09/2026	100.35
EF192580	27539	Jasmin Carpentry & Maintenance	Carpentry	15/09/2026	2,115.63
EF192581	27548	Standing Fork	Catering	15/09/2026	2,083.40
EF192582	27579	Soco Studios	Photography Services	15/09/2026	990.00
EF192583	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	15/09/2026	58,201.00
EF192584	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	15/09/2026	18,645.00
EF192585	27613	Redimed Pty Ltd	Medical & Health Services	15/09/2026	29,832.00
EF192586	27617	Atturra Business Applications	Consultancy - It	15/09/2026	20,350.00
EF192587	27676	Blue Force Pty Ltd	Security Services	15/09/2026	9,594.06

EF192588	27797	City Lift Services Pty Ltd	Lift Maintenance	15/09/2026	3,344.00
EF192589	27814	Kinesis	Consultancy - Sustainability	15/09/2026	40,055.40
EF192590	27819	Axiis Contracting Pty Ltd	Concrete Works	15/09/2026	60,836.30
EF192591	27914	Fleetcare	Software	15/09/2026	22.00
EF192592	27917	Go Doors Advanced Automation	Door Maintenance & Repair	15/09/2026	17,381.48
EF192593	27953	Truckline	Spare Parts, Truck/Trailer	15/09/2026	493.28
EF192594	27969	Perfect Gym Solutions	Software For Gym's	15/09/2026	357.94
EF192595	27985	Rosmech Sales & Service Pty Ltd	Road Sweeper	15/09/2026	3,782.32
EF192596	27992	Learning Horizons	Training/Education	15/09/2026	11,000.00
EF192597	27994	Fabritecture Australia Pty Ltd	Construction - Roofing	15/09/2026	4,345.00
EF192598	28049	Copy Magic	Printing Services	15/09/2026	1,289.40
EF192599	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	15/09/2026	15,839.73
EF192600	28061	Go2cup	Paper Cups	15/09/2026	3,421.00
EF192601	28080	Yacht Grot 1985 Pty Ltd	Marine	15/09/2026	246.29
EF192602	28086	Glen Flood Group Pty Ltd (Gfg Temp Assist) Gfg Temp Assist	Temporary Personnel Support/Recruitment	15/09/2026	5,380.10
EF192603	28102	Community Data Solutions	Financial Services	15/09/2026	648.65
EF192604	28146	Evolve Events And Training	Training And Development	15/09/2026	1,050.00
EF192605	28184	Spearwood Veterinary Hospital	Veterinary Hospital	15/09/2026	400.00
EF192606	28196	Brightmark Group Pty Ltd	Cleaning Services CON01 - A002046	15/09/2026	159,041.70
EF192607	28201	Select Fresh	Food Supplies	15/09/2026	399.49
EF192608	28215	Complete Office Supplies Pty Ltd	Stationery	15/09/2026	2,344.18
EF192609	28241	Swift Flow Pty Ltd	Plumbing	15/09/2026	35,286.98
EF192610	28254	Cleantex Pty Ltd	Laundry Service	15/09/2026	735.24
EF192611	28261	Hazed Services Pty Ltd	Safety - Roof	15/09/2026	2,686.02
EF192612	28265	Tree Care Wa	Vegetation Maintenance Services	15/09/2026	935.00
EF192613	28277	Gesha Coffee Co	Coffee Supplies	15/09/2026	1,112.00
EF192614	28298	Civil Sciences And Engineering	Engineering	15/09/2026	11,870.10
EF192615	28303	Miracle Recreation Equipment	Playground Equipment	15/09/2026	880.00
EF192616	28318	Ati-Mirage	Training	15/09/2026	7,991.50
EF192617	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	15/09/2026	579.36
EF192618	28371	Flexi Staff	Employment Services	15/09/2026	20,698.62
EF192619	28391	Perth Medical Volunteers Inc	First Aid Services	15/09/2026	343.20
EF192620	28392	Mcs Civil Contracting	Engineering/Earthworks	15/09/2026	2,112.00
EF192621	28407	Engine Protection Equipment Pty Ltd	Spare Parts	15/09/2026	939.27
EF192622	28426	Power Paving Pty Ltd	Paving Services	15/09/2026	4,400.00
EF192623	28428	Wa Bolts Pty Ltd	Fixings & Fasteners	15/09/2026	72.00
EF192624	28449	Sheridans	Manufacturing	15/09/2026	41.20
EF192625	28453	Kit Prendergast	Native Bee Surveys	15/09/2026	660.00
EF192626	28454	Aussie Natural Spring Water	Water Supplies	15/09/2026	476.52
EF192627	28505	Maltia Caffe The Trustee For Caruana Family Trust	Cafe And Catering Services	15/09/2026	162.00
EF192628	28516	Classic Hire	Equipment Hire	15/09/2026	198.00
EF192629	28517	Robowash Pty Ltd	Automatic Cleaning System Manufacturer	15/09/2026	2,090.00
EF192630	28522	Bing Technologies Pty Ltd	Mailing Services	15/09/2026	1,230.74
EF192631	28532	Oil & Energy Pty. Ltd.	Lubricant Supplier	15/09/2026	6,279.38
EF192632	28558	Publicity Promotional Products	Promotional Products & Uniforms	15/09/2026	5,778.30
EF192633	28569	Choiceone Pty Ltd	Recruitment Services	15/09/2026	12,028.35
EF192634	28584	Ausco Modular Pty Ltd	Hire Services	15/09/2026	2,398.56
EF192635	28603	Vision 6 Pty Ltd	Sms & Email Marketing	15/09/2026	1,833.70
EF192636	28621	Imprint Plastic	Printing	15/09/2026	462.33
EF192637	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	15/09/2026	1,654.75
EF192638	28644	The Trustee For Humphrey Group Trust Active Discovery	Playground Construction	15/09/2026	55,000.00
EF192639	28652	Omnicom Media Group Australia Pty Ltd Omnicom Media Group Australia Pty	Media And Advertising Services	15/09/2026	5,357.28
EF192640	28667	Nuturf Australian Agribusiness Holdings Pty Ltd	Landscaping - Turf	15/09/2026	1,353.00
EF192641	28673	Uhg Trading Pty Ltd (Unicare Health)	Mobility And Home Care Products	15/09/2026	4,532.00
EF192642	28686	Aged & Community Care Providers Association Ltd	Care Services	15/09/2026	2,585.23

EF192643	28687	Megavision	Event Business	15/09/2026	1,474.04
EF192644	28691	Kgo Enterprises Pty Ltd Perth Bouncy Castle Hire	Entertainment - Amusement & Inflatables	15/09/2026	2,542.29
EF192645	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	15/09/2026	376.20
EF192646	28713	Ellenby Pty Ltd Ellenby Tree Farm Pty Ltd	Tree Farm	15/09/2026	6,931.76
EF192647	28760	Spawtz Pty Ltd	Competition Management And Payments Soft	15/09/2026	1,987.79
EF192648	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	15/09/2026	858.00
EF192649	28785	Sanity Music Stores Pty Ltd Sanity Entertainment	Retail Of Entertainment Products	15/09/2026	64.92
EF192650	28815	Weldplas And Services Pty Ltd	Construction - Plastic Fabrication	15/09/2026	5,073.20
EF192651	28823	Synergy Business Systems Pty Ltd Boss Industrial	Industrial Supply	15/09/2026	4,413.09
EF192652	28833	Ptg Consulting Pty Ltd	Geotech & Road Saftey	15/09/2026	13,200.00
EF192653	28854	Crommelin Air & Power Pty Ltd Air & Power	Engineering - Air Compressor Sale & Serv	15/09/2026	3,158.20
EF192654	28862	M & B Excavations Pty Ltd	Civil Construction	15/09/2026	21,923.00
EF192655	28866	Allflow Industrial Australia Pty Ltd Allflow Industrial	Waste Water Processing	15/09/2026	1,058.75
EF192656	28867	Overdrive Australia Pty Ltd	Platform And App Provider. Seller Of Dig	15/09/2026	735.56
EF192657	28873	The Trustee For Sciorio Family Trust Aaa Windscreens & Tinting	Automotive Glass Replacement And Tinting	15/09/2026	420.00
EF192658	28897	Mcleods Lawyers Pty Ltd Mcleods Lawyers	Legal Service	15/09/2026	13,178.47
EF192659	28901	The Happy Pet Place Pty Ltd The Happy Pet Place	Pet Supplies	15/09/2026	281.87
EF192660	28911	Bucci Holdings Pty Ltd Visimax	Safety Product	15/09/2026	4,487.56
EF192661	28919	Play Check Pty Ltd Play Check	Testing - Playground Auditing & Testing	15/09/2026	51,414.00
EF192662	28922	Ausmed Education Pty Ltd Ausmed Education Pty Ltd	Lms, Online Education For Health Care	15/09/2026	660.00
EF192663	28947	Baroness Holdings Pty Ltd Tree Planting And Watering	Tree Watering	15/09/2026	63,876.52
EF192664	28953	Shane Nicholas Tognolini - Freeway Water Dan The Bike Man	Water Cartage	15/09/2026	203.50
EF192665	29023	Novel Management Pty Ltd	Consulting - Strategy And Growth	15/09/2026	3,850.00
EF192666	29028	Booktopia Direct Pty Ltd Booktopia	Retail: Book Sales	15/09/2026	566.51
EF192667	29046	Haze Technical Pty Ltd Haze Technical	Technical Contractor	15/09/2026	850.00
EF192668	29070	Delta Fabrication Pty Ltd Delta Roofing	Roofing Services	15/09/2026	3,168.00
EF192669	29072	The Trustee For The Smirk Communications Trust Ejan Communications	Communications And Installations	15/09/2026	621.10
EF192670	29110	Ricky Richard Adams	Events - Artist/Entertainer	15/09/2026	800.00
EF192671	29127	Global Workwear Investments Pty Ltd Totally Workwear	Workwear	15/09/2026	4,641.96
EF192672	29143	Dell Financial Services Pty Ltd	Financing - A001532	15/09/2026	114,063.19
EF192673	29194	Eurotech Group Pty Ltd Eurotech	Signage Hardware	15/09/2026	802.72
EF192674	29195	The East Hwl Practice Trust & The Warat Hwl Practice Trust & Hwl Ebsworth L	Legal Services	15/09/2026	1,130.80
EF192675	29196	Fvs Fire Pty Ltd	Portable & Fixed Fire Equipment Servicin	15/09/2026	2,838.00
EF192676	29212	Brak Pty Ltd Sweepers N Scrubbers	Sales/ Servicing Of Sweepers And Scrubbe	15/09/2026	483.09
EF192677	29217	People And Property Enterprises Pty Ltd Property Fire Maintenance	Fire Protection Services	15/09/2026	5,945.91
EF192678	29221	Sweeney Hire Pty Ltd Sweeney Hire	Earthworks - Landfill And Civil	15/09/2026	3,469.00
EF192679	29228	Source Business Partners Pty Ltd Source Business Partners	Professional Services	15/09/2026	7,975.25
EF192680	29245	Realbuilt Partners Pty Ltd	Building Consultancy And Project Managem	15/09/2026	4,840.00
EF192681	29247	Redimedico Legal Pty Ltd	Medicolegal Services	15/09/2026	880.00
EF192682	29252	Veolia Water Operations Pty Ltd Allpipe Technologies	Drainage Technicians	15/09/2026	72,308.50
EF192683	29262	Sydfran Pty Ltd (Indoor Plant Solutions) Indoor Plant Solutions	Indoor Plant Hire	15/09/2026	510.95
EF192684	29268	Dfs Industrial & Environmental Services Pty Ltd Drainflow Services	Stormwater Maintenance, Construction, Ro	15/09/2026	20,344.50
EF192685	29269	Contra-Flow Pty Ltd	Traffic Management Services	15/09/2026	46,585.81
EF192686	29287	Wolf & Swine Pty Ltd Swan Event Hire	Events	15/09/2026	7,051.20
EF192687	29300	Pinnacle Height Safety Pty Ltd Pinnacle Safety And Training	Safety Training	15/09/2026	1,775.00
EF192688	29307	Hannah, Kate Elizabeth	Creative Workshops And Events	15/09/2026	540.00
EF192689	29336	Selina Colebourne	Events - Entertainment	15/09/2026	125.00
EF192690	29373	Shona Zulsdorf	Independent Members Fees	15/09/2026	1,215.00
EF192691	29374	Laurent Estrade	Independent Members Fees	15/09/2026	911.25
EF192692	29453	Heather Maree Waugh Hm Waugh	Author	15/09/2026	773.00
EF192693	29463	Wa Bus And Ev Solutions Pty Ltd Perth Iveco	Vehicle Dealership Parts Sales Service	15/09/2026	1,132.65
EF192694	29474	Renae Ann Hayward Renae Hayward	Children's Author	15/09/2026	931.00
EF192695	29482	Emily Elizabeth Readman Em Readman	Presenting Workshop	15/09/2026	570.00
EF192696	29488	Robinson St Pty Ltd Pragma Lawyers	Legal Advice	15/09/2026	3,648.55
EF192697	29499	Wh Location Services Pty Ltd Abaxa	Utility Locating	15/09/2026	582.12

EF192698	29524	Rebecca Grant	Author	15/09/2026	729.00
EF192699	29542	The Trustee For Oh Civil Trust Oh Civil (Wa) Pty Ltd	Civil Construction	15/09/2026	23,837.00
EF192700	29562	Bec Wa Pty Ltd Bec-Iwp	Environmental Consulting	15/09/2026	5,181.00
EF192701	29566	Asha Cornelia Cluer	Film Maker	15/09/2026	8,250.00
EF192702	29574	Lynsey Mcdonnell	Author	15/09/2026	336.00
EF192703	29586	Julie Clare Fielder Phytos Environmental	Biological Survey	15/09/2026	17,325.00
EF192704	29588	Stefanie Koens	Author	15/09/2026	336.00
EF192705	29597	Aussie Fenders Pty Ltd		15/09/2026	18,623.00
EF192706	29599	Ethical Initiatives Pty Ltd	Jobs Board	15/09/2026	187.00
EF192707	29606	Hsi Apac Pty Ltd	Saas	15/09/2026	11,550.00
EF192708	11758	Req Officers Do Not Use - Water Corp Utility Account Only - Please Refer To 1	Water Usage / Sundry Charges	15/09/2026	32,283.21
EF192709	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	15/09/2026	13,909.50
EF192710	26987	Cti Risk Management	Security - Cash Collection	15/09/2026	457.60
EF192711	10221	Bp Australia Pty Ltd	Diesel/Petrol Supplies A000001 - CON03	21/09/2026	210,137.69
EF192712	10590	Department Of Fire And Emergency Services	Esl Levy & Related Costs	21/09/2026	7,257,583.10
EF192713	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	21/09/2026	16.00
EF192714	27712	Perth Playground And Rubber Pty Ltd	Playground Softfall/Equipment	21/09/2026	13,739.00
EF192715	28136	Shore Water Marine Pty Ltd	Marine Repair & Maintenance Services	21/09/2026	2,635.29
EF192716	29557	Ludovic Olah	Earthwork & Concrete Work	21/09/2026	82,500.00
EF192717	29620	State Solicitor's Office	State Solicitors - Purchase of Land	21/09/2026	1,170,000.00
EF192718	11557	Technology One Ltd	It Consultancy Services A000002	22/09/2026	2,046,027.65
EF192719	26987	Cti Risk Management	Security - Cash Collection	22/09/2026	559.55
EF192720	10152	Aust Services Union	Payroll Deductions	28/09/2026	579.00
EF192721	10154	Australian Taxation Office	Payroll Deductions	28/09/2026	663,174.00
EF192722	10305	Child Support Agency	Payroll Deductions	28/09/2026	2,568.83
EF192723	11857	Champagne Social Club	Payroll Deductions	28/09/2026	365.00
EF192724	18505	Centrelink	Payroll Deductions	28/09/2026	365.59
EF192725	19726	Health Insurance Fund Of Wa	Payroll Deductions	28/09/2026	784.30
EF192726	27874	Smartsalary	Salary Packaging/Leasing Administration	28/09/2026	11,974.73
EF192727	28458	Easi Group	Novated Leasing	28/09/2026	31,922.83
EF192728	28741	The Local Government, Racing & Cemeteries Employees Union Wa Lgrceu	Union	28/09/2026	72.00
EF192729	28890	Construction Forestry Mining Energy Union - Construction & G Cfmeu Wa - Cc	Payroll Deductions	28/09/2026	30.00
EF192730	29490	Flare Hr Pty Ltd Flare Hr	Employee Benefits	28/09/2026	1,475.39
EF192731	27492	Superchoice Services Pty Limited	Payroll Deductions	23/09/2026	478,999.34
EF192732	26987	Cti Risk Management	Security - Cash Collection	29/09/2026	249.05
EF192733	28381	Sandwai Pty Ltd	Software	30/09/2026	1,356.30
EF192734	11867	Kevin John Allen	Elected Member Sitting Fees & Allowances	30/09/2026	2,060.15
EF192735	12740	Logan Howlett	Elected Member Sitting Fees & Allowances	30/09/2026	13,259.18
EF192736	19059	Carol Reeve-Fowkes	Elected Member Sitting Fees & Allowances	30/09/2026	3,060.15
EF192737	25353	Philip Eva	Elected Member Sitting Fees & Allowances	30/09/2026	3,060.15
EF192738	27327	Chontelle Stone	Elected Member Sitting Fees & Allowances	30/09/2026	3,060.15
EF192739	27871	Tom Widenbar	Elected Member Sitting Fees & Allowances	30/09/2026	3,060.15
EF192740	27872	Phoebe Corke	Elected Member Sitting Fees & Allowances	30/09/2026	5,386.28
EF192741	28238	Tarun Dewan	Elected Member Sitting Fees & Allowances	30/09/2026	3,176.63
EF192742	28717	Carol Lechun Zhang	Elected Member Sitting Fees & Allowances	30/09/2026	3,060.15
EF192743	29319	Hilda G Srhoy	Elected Member	30/09/2026	3,060.15
EF192744	88888	Tydan Constructions Pty Ltd	Bond Refund	30/09/2026	5,000.00
EF192745	88888	Rockingham Park Pty Ltd	Bond Refund	30/09/2026	14,625.00
EF192746	88888	Almassi Investments Pty Ltd	Bond Refund	30/09/2026	48,241.60
EF192747	99997	Our Veterans Forge Inc	Small Events Sponsorship	30/09/2026	2,400.00
EF192748	99997	Natasha Morris	Compost Bin Rebate - N Morris	30/09/2026	49.95
EF192749	99997	Ab Millard	Habitat For Homes Bird Bath Rebate	30/09/2026	50.00
EF192750	99997	Rafeena Boyle	Employee Reimbursment	30/09/2026	32.71
EF192751	99997	Catherine Point Community Group	Resident Groups Grant Program	30/09/2026	4,911.00
EF192752	99997	A Peck And A Warne	Employee Reimbursment	30/09/2026	97.61

EF192753	99997	Natalie Lee	Compost Bin Rebate	30/09/2026	39.95
EF192754	99997	Hooi-Ling Fong	Habitat For Homes Bird Bath Rebate	30/09/2026	50.00
EF192755	99997	Jacqueline Richards	Habitat For Homes Bird Bath Rebate	30/09/2026	50.00
EF192756	99997	Kiera Anderson	Habitat For Homes Bird Bath Rebate	30/09/2026	50.00
EF192757	99997	Kylie Cleary	Habitat For Homes Bird Bath Rebate	30/09/2026	50.00
EF192758	99997	Jessica Susette Rose	Habitat For Homes Bird Bath Rebate	30/09/2026	24.49
EF192759	99997	Perth Athletic Fc Inc	Small Events Sponsorship	30/09/2026	844.00
EF192760	99997	South Lake Primary School P&C	Invoice 1158 11/09/2026 40Th Anniversary	30/09/2026	3,000.00
EF192761	99997	Kathleen Koelen	Conference Expense Claim	30/09/2026	316.83
EF192762	99997	Melissa Scott	Sanitary Product Rebate Melissa Scott	30/09/2026	49.99
EF192763	99997	Lauren Eatt	Nappy Rebate - Lauren Eatt	30/09/2026	100.00
EF192764	99997	Centrepoint Church Incorporated	Small Events Sponsorship	30/09/2026	3,300.00
EF192765	99997	Kirsty Easton	Sanitary Product Rebate Request	30/09/2026	49.00
EF192766	99997	Joseph Owusu	Xover Rebate	30/09/2026	500.00
EF192767	99997	Hamilton Hill Community Group	Resident Groups Grant Program	30/09/2026	3,049.00
EF192768	99997	Atwell Community Association	Resident Groups Grant Program	30/09/2026	960.00
EF192769	99997	Sarah Scorer	Talent Contest Prize - Youth Noise - 1st	30/09/2026	300.00
EF192770	99997	Alexi Windsor	Talent Contest Prize Youth Noise - 2nd	30/09/2026	200.00
EF192771	99997	The Copper Plains (Band Savings)	Talent Contest Prize Youth Noise - 3rd	30/09/2026	100.00
EF192772	99997	Spearwood Primary School	Bus West	30/09/2026	371.95
EF192773	99997	Bibra Lake Residents Association	Reimbursement For Not So Royal Show	30/09/2026	389.40
EF192774	99997	Treeby Primary School	Reimbursement	30/09/2026	200.00
EF192775	99997	Bluegum Motessori School	Reimbursement 0054	30/09/2026	668.19
EF192776	99997	Boon Hong Tay	Xover Rebate	30/09/2026	500.00
EF192777	99997	Connect After School Jilbup	Business Economic Development Grant	30/09/2026	2,194.50
EF192778	99997	The Wellness & Allied Health Professiona	Business Economic Development Grant	30/09/2026	4,400.00
EF192779	99997	Oilfield Technologies Pty Ltd	Business Economic Development Grant	30/09/2026	4,400.00
EF192780	99997	L R Roscoe Pty Ltd	Business Economic Development Grant	30/09/2026	4,400.00
EF192781	99997	Vanessa Mettam	Business Economic Development Grant	30/09/2026	4,125.00
EF192782	99997	Global Unmanned Systems Pty Ltd	Business Economic Development Grant	30/09/2026	5,500.00
EF192783	99997	Wendy Binks	Business Economic Development Grant	30/09/2026	4,400.00
EF192784	99997	Nikki Quartemaine	Business Economic Development Grant	30/09/2026	909.09
EF192785	99997	Kidera Pty Ltd	Business Economic Development Grant	30/09/2026	2,046.00
EF192786	99997	Francesca Arena	Business Economic Development Grant	30/09/2026	2,000.00
EF192787	99997	Louise Byrne Ehq Coaching & Consulting	Business Economic Development Grant	30/09/2026	2,200.00
EF192788	99997	Koby Dama	Business Economic Development Grant	30/09/2026	4,000.00
EF192789	99997	Julie Raffaele Trading As Tubby Zoltan	Business Economic Development Grant	30/09/2026	5,072.10
EF192790	99997	Joshua Anthony	Business Economic Development Grant	30/09/2026	3,619.00
EF192791	99997	Farida Rabih	Business Economic Development Grant	30/09/2026	3,960.00
EF192792	99997	Alister Whitehead	Business Economic Development Grant	30/09/2026	1,818.00
EF192793	99997	Darcelia Pty Ltd	Business Economic Development Grant	30/09/2026	4,400.00
EF192794	99997	The Family Hub Organics	Business Economic Development Grant	30/09/2026	4,400.00
EF192795	99997	Toris Treats	Business Economic Development Grant	30/09/2026	4,000.00
EF192796	99997	Strategic Consulting And Careers	Business Economic Development Grant	30/09/2026	4,400.00
EF192797	99997	Lora Guarino	Business Economic Development Grant	30/09/2026	3,600.00
EF192798	99997	Salt Lake Services	Business Economic Development Grant	30/09/2026	3,999.60
EF192799	99997	Delivr Pty Ltd	Business Economic Development Grant	30/09/2026	5,500.00
EF192800	99997	Abbie Hunt	Business Economic Development Grant	30/09/2026	4,000.00
EF192801	99996	Emma Wardrop	Property and Rates related refunds	30/09/2026	150.00
EF192802	99996	Royal Oakhammond Road Pty Ltd	Property and Rates related refunds	30/09/2026	1,654.97
EF192803	99996	Najor Pty Ltd	Property and Rates related refunds	30/09/2026	5,118.00
EF192804	99996	Najor Pty Ltd	Property and Rates related refunds	30/09/2026	6,413.66
EF192805	99996	Tihana Simich	Property and Rates related refunds	30/09/2026	631.41
EF192806	99996	Mackensie Annette Marie Potter	Property and Rates related refunds	30/09/2026	89.12
EF192807	99996	Gold Estates Holdings Pty Ltd	Property and Rates related refunds	30/09/2026	2,070.19

EF192808	99996	Revenuewa	Property and Rates related refunds	30/09/2026	290.05
EF192809	99996	Clare Juricak	Property and Rates related refunds	30/09/2026	870.65
EF192810	99996	Tingyu Li	Property and Rates related refunds	30/09/2026	2,318.53
EF192811	99996	John Anderson	Property and Rates related refunds	30/09/2026	1,979.67
EF192812	99996	Dineshkumar Ramanlal Patel	Property and Rates related refunds	30/09/2026	2,121.59
EF192813	99996	Ecp Acquisitions 7 Pty Ltd	Property and Rates related refunds	30/09/2026	3,074.80
EF192814	99996	Ecp Acquisitions 9 Pty Ltd	Property and Rates related refunds	30/09/2026	5,793.92
EF192815	11794	Synergy	Electricity Usage/Supplies	30/09/2026	25,777.42
EF192816	28571	Perth Energy Pty Ltd	Energy Supply	30/09/2026	1,763.74
EF192817	10747	Iinet Limited	Internet Services	30/09/2026	819.85
EF192818	11758	Req Officers Do Not Use - Water Corp Utility Account Only - Please Refer To 1	Water Usage / Sundry Charges	30/09/2026	14,016.43
EF192819	11760	Water Corporation	Sewer Easement	30/09/2026	9,434.82
EF192820	99994	Alinta Energy	Alinta Account Ref: 020001177	30/09/2026	572.05
EF192821	10058	Alsco Pty Ltd	Hygiene Services/Supplies	30/09/2026	268.77
EF192822	10118	Australia Post	Postage Charges	30/09/2026	7,405.10
EF192823	10184	Benara Nurseries	Plants	30/09/2026	1,885.48
EF192824	10207	Boc Gases	Gas Supplies	30/09/2026	3,741.54
EF192825	10226	Bridgestone Australia Ltd	Tyre Services	30/09/2026	6,793.20
EF192826	10231	Brooks Hire	Hire Services - Equipment	30/09/2026	9,988.00
EF192827	10239	Busby Investments Pty Ltd. Budget Rent A Car - Perth	Motor Vehicle Hire	30/09/2026	1,650.00
EF192828	10246	Bunnings Building Supplies Pty Ltd	Hardware Supplies	30/09/2026	2,877.64
EF192829	10352	Cockburn Bowling & Recreational Club Inc Cockburn Barc	Recreation Club	30/09/2026	120.00
EF192830	10359	Cockburn Painting Service	Painting Supplies/Services	30/09/2026	4,840.00
EF192831	10535	Workpower Incorporated	Employment Services - Planting	30/09/2026	8,403.95
EF192832	10559	Environmental Industries Pty Ltd	Landscaping Maintenance	30/09/2026	4,032.11
EF192833	10683	Gronbek Security	Locksmith Services	30/09/2026	12,599.23
EF192834	10787	Jandakot Accident Repair Centre	Panel Beating Services	30/09/2026	2,000.00
EF192835	10923	Major Motors Pty Ltd	Repairs/Maintenance Services A001962	30/09/2026	381,467.23
EF192836	10991	Beacon Equipment	Mowing Equipment	30/09/2026	152.90
EF192837	11036	Northlake Electrical Pty Ltd	Electrical Services A000001 - CON02	30/09/2026	155,835.43
EF192838	11182	Premium Brake & Clutch Services Pty Ltd	Brake Services	30/09/2026	5,941.76
EF192839	11307	Satellite Security Services Pty Ltd	Security Services	30/09/2026	56,017.36
EF192840	11333	Shelford Constructions Pty Ltd	Construction Services A001956 - C101135 - CON01	30/09/2026	284,607.84
EF192841	11387	Bibra Lake Soils	Soil & Limestone Supplies	30/09/2026	40.00
EF192842	11447	Spearwood Dalmatinac Club Inc	Community Grant	30/09/2026	1,409.86
EF192843	11449	Spearwood Florist Ultimate Co Pty Ltd	Floral Arrangements	30/09/2026	125.00
EF192844	11469	Sports Turf Technology Pty Ltd	Turf Consultancy Services	30/09/2026	6,941.00
EF192845	11483	St John Ambulance Aust Wa Operations	First Aid Courses	30/09/2026	190.65
EF192846	11502	State Law Publisher	Advertising Services	30/09/2026	8,850.52
EF192847	11531	Sunny Industrial Brushware Pty Ltd	Brush/Road Broom Supplies	30/09/2026	511.50
EF192848	11635	City Of Kwinana	Contribution To Lsl & Advertising	30/09/2026	1,797.52
EF192849	11699	Vernon Design Group	Architectural Services	30/09/2026	1,975.00
EF192850	11701	Vibra Industrial Filtration Australasia	Filter Supplies	30/09/2026	349.80
EF192851	11773	Nutrien Ag Solutions	Chemical Supplies	30/09/2026	1,232.00
EF192852	11793	Western Irrigation Pty Ltd	Irrigation Services/Supplies	30/09/2026	8,402.40
EF192853	11795	Western Power	Street Lighting Installation & Service	30/09/2026	28,385.00
EF192854	11806	Westrac Pty Ltd	Repairs/Mtnce - Earthmoving Equipment	30/09/2026	1,522.38
EF192855	12014	Tutt Bryant Equipment Bt Equipment Pty Ltd T/As	Excavating/Earthmoving Equipment	30/09/2026	4,821.04
EF192856	12153	Hays Personnel Services Pty Ltd	Employment Services	30/09/2026	43,882.51
EF192857	12174	Matting Solutions	Safework Mat System	30/09/2026	809.60
EF192858	12207	Civica Pty Ltd	Software Support/Licence Fees	30/09/2026	92,400.00
EF192859	13563	Green Skills Inc	Employment Services	30/09/2026	1,951.70
EF192860	13609	Coolbellup Community School	Grants & Donations	30/09/2026	621.07
EF192861	14530	Donald Veal Consultants Pty Ltd	Consultancy Services	30/09/2026	11,077.00
EF192862	15393	Stratagreen	Hardware Supplies	30/09/2026	533.26

EF192863	15550	Apace Aid Inc	Plants & Landscaping Services	30/09/2026	324.50
EF192864	15588	Natural Area Consulting Management Services	Weed Spraying	30/09/2026	7,502.00
EF192865	15746	Western Australia Police Service	Police Clearances	30/09/2026	88.00
EF192866	15850	Ecoscape Australia Pty Ltd	Environmental Consultancy	30/09/2026	8,276.95
EF192867	16064	Cms Engineering	Airconditioning Services	30/09/2026	17,922.83
EF192868	16107	Wren Oil	Waste Disposal Services	30/09/2026	528.00
EF192869	16985	Wa Premix	Concrete Supplies	30/09/2026	1,771.00
EF192870	17343	Rac Businesswise	Membership Subscription	30/09/2026	530.00
EF192871	17806	Coolbellup Learning Centre	School Graduation Awards 2011	30/09/2026	620.62
EF192872	18073	Paramount Security Services	Security Services	30/09/2026	525.80
EF192873	18126	Dell Australia Pty Ltd	Computer Hardware	30/09/2026	125.40
EF192874	18533	Friends Of The Community Inc.	Catering Services	30/09/2026	3,643.00
EF192875	18611	Perth Nrm	Natural Resource Mgt Services	30/09/2026	22,968.00
EF192876	18962	Sealanes (1985) P/L	Catering Supplies	30/09/2026	1,529.76
EF192877	19107	Forever Shining Artforms Wa	Parks Infrastructure Services	30/09/2026	19,343.00
EF192878	19533	Woolworths Group Ltd (Woolworths & Big W)	Groceries	30/09/2026	1,574.16
EF192879	20000	Aust West Auto Electrical Pty Ltd	Auto Electrical Services	30/09/2026	29,546.47
EF192880	20535	Home-Grown Theatre	Drama Classes	30/09/2026	3,300.00
EF192881	20631	I.D. Consulting Pty Ltd	Demographic And Economic Analysis	30/09/2026	16,500.00
EF192882	21471	Wa Machinery Glass	Glazing Services	30/09/2026	979.00
EF192883	21744	Jb Hi Fi - Commercial	Electronic Equipment	30/09/2026	2,040.65
EF192884	21946	Ryan's Quality Meats	Meat Supplies	30/09/2026	1,339.23
EF192885	22388	Carrington's Traffic Services	Traffic Management Services	30/09/2026	7,394.50
EF192886	22553	Brownes Food Operations	Catering Supplies	30/09/2026	1,039.87
EF192887	22589	Jb Hi Fi - Cockburn	Electrical Equipment	30/09/2026	1,440.00
EF192888	22613	Vicki Royans	Artistic Services	30/09/2026	640.00
EF192889	22623	Landmark Products Ltd	Landscape Infrastructure	30/09/2026	9,988.00
EF192890	22658	South East Regional Centre For Urban Landcare Inc (Sercul)	Urban Landcare Services	30/09/2026	11,359.17
EF192891	22682	Beaver Tree Services Pty Ltd	Tree Pruning Services	30/09/2026	96,256.61
EF192892	22752	Elgas Limited	Gas Supplies	30/09/2026	623.19
EF192893	23034	Douglas Partners	Consultancy Services - Geo Technical	30/09/2026	14,311.00
EF192894	23351	Cockburn Gp Super Clinic Limited T/A Cockburn Integrated Health	Leasing Fees	30/09/2026	1,802.71
EF192895	23971	Find Wise Location Services	Locating Services - Underground	30/09/2026	2,110.90
EF192896	24275	Truck Centre Wa Pty Ltd	Purchase Of New Truck A001950	30/09/2026	1,789,515.00
EF192897	24298	Tanks For Hire	Equipment Hire	30/09/2026	753.50
EF192898	24557	Aveling	Consultancy Services	30/09/2026	1,780.00
EF192899	24619	Vibrant Mcs Pty Ltd Mcs Security	Security Services	30/09/2026	17,073.66
EF192900	24725	Feral Invasive Species Eradication Management	Eradication Management Services	30/09/2026	19,580.00
EF192901	25102	Fremantle Mobile Welding	Welding Services	30/09/2026	23,669.80
EF192902	25121	Imagesource Digital Solutions	Billboards	30/09/2026	669.90
EF192903	25201	Jtagz Pty Ltd	Wriststraps	30/09/2026	3,388.00
EF192904	25645	Yelakitj Moort Nyungar Association Inc	Welcome To The Country Performances	30/09/2026	500.00
EF192905	25736	Blue Tang (Wa) Pty Ltd T/As Emerge Associates (The Trustee For The Reef U	Consultancy Services	30/09/2026	5,681.50
EF192906	25800	Telus Health (Australia) Pty Ltd Telus Health (Bg Australia) Pty Ltd	Employee Assistance Provider (Eap	30/09/2026	35,970.00
EF192907	25822	Fit2work.Com.Au Mercury Search And Selection Pty Ltd	Employee Check	30/09/2026	61.60
EF192908	26162	Randstad Pty Ltd	Employment Services	30/09/2026	5,842.43
EF192909	26257	Paperbark Technologies Pty Ltd	Arboricultural Consultancy Services	30/09/2026	26,125.76
EF192910	26303	Gecko Contracting Turf & Landscape Maintenance	Turf & Landscape Maintenance CON01 - A001985 - C101189	30/09/2026	419,604.82
EF192911	26423	Alpha Pest Animal Solutions Invasive Species Pty Ltd	Pest Control Services	30/09/2026	2,956.00
EF192912	26470	Scp Conservation	Fencing Services	30/09/2026	7,975.00
EF192913	26623	Cromag Pty Ltd (Sigma Chemicals) Sigma Telford Group	Chemicals - Pool	30/09/2026	3,083.75
EF192914	26626	Senversa Pty Ltd	Environmental Auditing	30/09/2026	4,125.00
EF192915	26645	Professional Trapping Supplies	Animal Trapping Products/Wildlife/Securi	30/09/2026	15,218.00
EF192916	26656	Environmental Health Australia (Western Australia) Inc.	Memberrship, Conferences And Training Fo	30/09/2026	450.00
EF192917	26677	Australia And New Zealand Recycling Platform Limited	Not- For-Profit Member Services Body	30/09/2026	4,064.16

EF192918	26735	Shane Mcmaster Surveys	Survey Services	30/09/2026	1,100.00
EF192919	26739	Kerb Doctor	Kerb Maintenance	30/09/2026	2,196.81
EF192920	26754	Connect Call Centre Services	Call Centre Services	30/09/2026	2,740.10
EF192921	26789	Raeco	Supplier Of Library Shelving And Furnitu	30/09/2026	832.55
EF192922	26827	Good Samaritan Industries	Business Mail House Solutions, Warehousi	30/09/2026	1,364.00
EF192923	26923	Woodlands	Rubbish Collection Equipment	30/09/2026	2,079.00
EF192924	26929	Elan Energy Matrix Pty Ltd	Recycling Services	30/09/2026	764.90
EF192925	26940	Floorwest Pty Ltd	Floor Coverings	30/09/2026	27,775.00
EF192926	26944	Mrkvi	Master Ceremonies	30/09/2026	1,100.00
EF192927	27002	Cockburn Party Hire	Hire Services	30/09/2026	135.50
EF192928	27010	Quantum Building Services Pty Ltd	Building Maintenance	30/09/2026	15,074.54
EF192929	27011	Baileys Marine Fuel Australia	Fuel	30/09/2026	2,191.17
EF192930	27015	Intelli Trac	Gps Tracking	30/09/2026	10,956.00
EF192931	27048	Patron Power Pty Ltd	Marine Equipment	30/09/2026	9,377.50
EF192932	27054	Vocus Pty Ltd	Telecommunications	30/09/2026	33,867.47
EF192933	27059	Frontline Fire & Rescue Equipment	Manufacture-Fire Vehicles/Equipment	30/09/2026	2,224.42
EF192934	27065	Westbooks	Books	30/09/2026	2,890.26
EF192935	27082	Kulbardi Pty Ltd	Stationery Supplies	30/09/2026	1,543.05
EF192936	27133	Marindust Sales	Goal Posts	30/09/2026	9,861.50
EF192937	27177	Rentokil Initial Pty Ltd (Initial Hygiene)	Hygiene	30/09/2026	13,121.89
EF192938	27198	Green Promotions Pty Ltd	Promotional Supplies	30/09/2026	4,581.50
EF192939	27222	Ashton Safety Health Environment	Safety, Health, Environment Consulting	30/09/2026	1,140.70
EF192940	27241	Landscape Elements	Landscaping Services	30/09/2026	4,808.10
EF192941	27246	Veale Auto Parts	Spare Parts Mechanical	30/09/2026	1,537.40
EF192942	27269	Payrix Australia	Payment Processing	30/09/2026	18,387.95
EF192943	27334	Westcare Print	Printing Services	30/09/2026	556.51
EF192944	27368	Domenic Risucci Savi Systems	Audio Visual Supply And Installation	30/09/2026	25,868.13
EF192945	27374	Southern Cross Cleaning	Commercial Cleaning	30/09/2026	11,764.25
EF192946	27403	Freedom Fairies Pty Ltd	Amusement	30/09/2026	833.80
EF192947	27423	Mechanical Project Services Pty Ltd	Airconditioning Services	30/09/2026	15,492.92
EF192948	27437	Pb Reticulation & Maintenance Services Pty Ltd	Irragation Services	30/09/2026	2,781.08
EF192949	27448	Selectro Services Pty Ltd	Electrical	30/09/2026	2,616.90
EF192950	27539	Jasmin Carpentry & Maintenance	Carpentry	30/09/2026	23,389.86
EF192951	27546	Bpa Engineering	Consultancy - Engineering	30/09/2026	3,080.00
EF192952	27548	Standing Fork	Catering	30/09/2026	11,891.00
EF192953	27587	New Ground Water Services Pty Ltd	Irrigation/Reticulation	30/09/2026	4,290.00
EF192954	27596	Allwest Plant Hire Australia Pty Ltd	Plant Hire And Civil Contracting	30/09/2026	11,832.43
EF192955	27613	Redimed Pty Ltd	Medical & Health Services	30/09/2026	15,179.84
EF192956	27631	Aquatic Services Wa Pty Ltd	Pool Equipment & Maintenance	30/09/2026	18,042.87
EF192957	27675	Wgawa Pty Ltd	Consultancy Engineering	30/09/2026	87,303.26
EF192958	27676	Blue Force Pty Ltd	Security Services	30/09/2026	24,274.86
EF192959	27684	Jani Murphy Pty Ltd	Training	30/09/2026	3,573.90
EF192960	27710	Relay Controls	Electrical Services	30/09/2026	2,750.00
EF192961	27797	City Lift Services Pty Ltd	Lift Maintenance	30/09/2026	2,552.00
EF192962	27819	Axiis Contracting Pty Ltd	Concrete Works	30/09/2026	63,927.19
EF192963	27889	Mbl Food Services	Packaging Supplies	30/09/2026	527.45
EF192964	27909	Fe Technologies	Rfid Equipment And Tags	30/09/2026	481.80
EF192965	27917	Go Doors Advanced Automation	Door Maintenance & Repair	30/09/2026	8,464.14
EF192966	27985	Rosmech Sales & Service Pty Ltd	Road Sweeper	30/09/2026	4,896.95
EF192967	28029	Dennis Tan	Photography Services	30/09/2026	1,285.00
EF192968	28047	Mitchell Garlett	Ceremonial Services	30/09/2026	1,200.00
EF192969	28049	Copy Magic	Printing Services	30/09/2026	2,264.20
EF192970	28058	Sage Consulting Engineers Pty Ltd	Consultancy - Engineering	30/09/2026	7,243.50
EF192971	28086	Glen Flood Group Pty Ltd (Gfg Temp Assist) Gfg Temp Assist	Temporary Personnel Support/Recruitment	30/09/2026	12,045.00
EF192972	28168	Sifting Sands	Sand Cleaning	30/09/2026	13,146.50

EF192973	28196	Brightmark Group Pty Ltd	Cleaning Services	30/09/2026	49,710.65
EF192974	28201	Select Fresh	Food Supplies	30/09/2026	179.91
EF192975	28206	Destination Perth	Marketing	30/09/2026	3,190.00
EF192976	28215	Complete Office Supplies Pty Ltd	Stationery	30/09/2026	2,735.33
EF192977	28223	Nateis Contracting Pty Ltd	Demolition Services	30/09/2026	3,300.00
EF192978	28229	Reino International Pty Ltd	Parking Software	30/09/2026	7,793.02
EF192979	28231	Typeset Pty Ltd	Editorial And Business Communications Se	30/09/2026	484.00
EF192980	28241	Swift Flow Pty Ltd	Plumbing	30/09/2026	21,112.98
EF192981	28265	Tree Care Wa	Vegetation Maintenance Services	30/09/2026	48,699.37
EF192982	28277	Gesha Coffee Co	Coffee Supplies	30/09/2026	1,641.00
EF192983	28287	All Lines	Linemarking	30/09/2026	2,348.50
EF192984	28303	Miracle Recreation Equipment	Playground Equipment	30/09/2026	9,194.09
EF192985	28343	Hemsley Paterson	Valuation Services	30/09/2026	5,500.00
EF192986	28361	Indoor Gardens Pty Ltd	Hiring Indoor Plants	30/09/2026	362.10
EF192987	28371	Flexi Staff	Employment Services	30/09/2026	16,812.31
EF192988	28391	Perth Medical Volunteers Inc	First Aid Services	30/09/2026	983.84
EF192989	28409	Fiore Family Trust Sanpoint Pty Ltd (Ld Total)	Landscape Services	30/09/2026	6,388.80
EF192990	28426	Power Paving Pty Ltd	Paving Services	30/09/2026	6,600.00
EF192991	28428	Wa Bolts Pty Ltd	Fixings & Fasteners	30/09/2026	135.47
EF192992	28454	Aussie Natural Spring Water	Water Supplies	30/09/2026	184.11
EF192993	28471	Telstra Limited	Telecommunications	30/09/2026	3,857.66
EF192994	28475	Host Corporation Pty Ltd	Catering Supplies	30/09/2026	1,013.10
EF192995	28516	Classic Hire	Equipment Hire	30/09/2026	196.02
EF192996	28522	Bing Technologies Pty Ltd	Mailing Services	30/09/2026	1,321.14
EF192997	28569	Choiceone Pty Ltd	Recruitment Services	30/09/2026	25,555.17
EF192998	28580	Successful Projects	Project Management, Planning &Scheduling	30/09/2026	2,132.91
EF192999	28584	Ausco Modular Pty Ltd	Hire Services	30/09/2026	1,199.28
EF193000	28621	Imprint Plastic	Printing	30/09/2026	22.55
EF193001	28629	Imaging Australia & New Zealand Pty Ltd	Microfilm Equipment Supply & Service	30/09/2026	9,262.77
EF193002	28632	Total Connections Pty Ltd	Hose, Hydraulics & Fire Protection Servi	30/09/2026	574.55
EF193003	28652	Omnicom Media Group Australia Pty Ltd Omnicom Media Group Australia Pty	Media And Advertising Services	30/09/2026	254.72
EF193004	28655	Rockingham Glass Reads West Coast Maintenance Pty Ltd	Emergency Glass Repair	30/09/2026	856.24
EF193005	28675	Elite Pool Covers	Pool Covers	30/09/2026	114.00
EF193006	28710	Premier Envelopes Australia Pty Ltd	Supply & Printing Of Envelops	30/09/2026	1,210.00
EF193007	28713	Ellenby Pty Ltd Ellenby Tree Farm Pty Ltd	Tree Farm	30/09/2026	4,472.49
EF193008	28767	The Trustee For Bugbusters Unit Trust Bug Busters	Pest Control	30/09/2026	2,468.89
EF193009	28795	Smsglobal Pty Ltd	Sms	30/09/2026	385.00
EF193010	28815	Weldplas And Services Pty Ltd	Construction - Plastic Fabrication	30/09/2026	712.00
EF193011	28820	Xref (Au) Pty Ltd	Human Resources Platform	30/09/2026	22,452.10
EF193012	28823	Synergy Business Systems Pty Ltd Boss Industrial	Industrial Supply	30/09/2026	7,682.55
EF193013	28831	Safepath Pty Ltd	Concrete Footpath Grinding To Remove T	30/09/2026	4,207.50
EF193014	28843	Pgc Training Pty Ltd Consolidated Training Services	Training Provider	30/09/2026	500.00
EF193015	28845	The Trustee For The Critters Trust Critters Up Close	Wildlife Education	30/09/2026	2,780.00
EF193016	28852	Cti Couriers Pty Ltd	Courier Services	30/09/2026	2,842.48
EF193017	28866	Allflow Industrial Australia Pty Ltd Allflow Industrial	Waste Water Processing	30/09/2026	156.20
EF193018	28867	Overdrive Australia Pty Ltd	Platform And App Provider. Seller Of Dig	30/09/2026	1,030.76
EF193019	28887	The Trustee For Stallworthy Business Trust Your Reformer	Reformer Pilates Manufacturer And Distri	30/09/2026	588.00
EF193020	28897	Mcleods Lawyers Pty Ltd Mcleods Lawyers	Legal Service	30/09/2026	16,640.80
EF193021	28902	Biota Environmental Sciences Pty Ltd Biota Environmental Sciences Pty Ltd	Environmental Consultancy	30/09/2026	11,809.04
EF193022	28906	Chg-Meridan Australia Pty Limited	Leasing	30/09/2026	100,012.74
EF193023	28919	Play Check Pty Ltd Play Check	Testing - Playground Auditing & Testing	30/09/2026	220.00
EF193024	28947	Baroness Holdings Pty Ltd Tree Planting And Watering	Tree Watering	30/09/2026	79,218.83
EF193025	28974	The Trustee For Inn Thee Event Trust Inn Thee Event	Events - Dj & Equipment Hire	30/09/2026	2,942.50
EF193026	29000	Tradecorp Acquisition Co. Pty Ltd Tradecorp Acquisition Co. Pty Ltd Ta Abc C	Shipping Containers	30/09/2026	148.50
EF193027	29004	Wex Australia Pty Ltd Motorpass	Fuel Cards	30/09/2026	1,593.56

EF193028	29028	Booktopia Direct Pty Ltd Booktopia	Retail: Book Sales	30/09/2026	663.59
EF193029	29058	Way Funky Company Pty Ltd	Swimwear And Swimming Accessories	30/09/2026	2,449.26
EF193030	29068	The Trustee For Franz Family Trust Franz Building Supplies	Building Materials Supplier	30/09/2026	507.46
EF193031	29070	Delta Fabrication Pty Ltd Delta Roofing	Roofing Services	30/09/2026	3,520.00
EF193032	29107	Michelle Lorraine Kember-Imrie	Online Communications Consultancy	30/09/2026	7,920.00
EF193033	29127	Global Workwear Investments Pty Ltd Totally Workwear	Workwear	30/09/2026	6,744.02
EF193034	29182	Rueben Victor Graham Hayden-Nelson Knb Culture & Arts	Cultural Consultancy	30/09/2026	350.00
EF193035	29217	People And Property Enterprises Pty Ltd Property Fire Maintenance	Fire Protection Services	30/09/2026	4,385.50
EF193036	29228	Source Business Partners Pty Ltd Source Business Partners	Professional Services	30/09/2026	8,217.15
EF193037	29232	Altrum Pty Ltd Engineered Efficiency	Engineering Services	30/09/2026	13,685.15
EF193038	29251	Newhaven Family Investments Pty Ltd & The Trustee For Lucwam Perth Bette	Supply	30/09/2026	6,319.50
EF193039	29268	Dfs Industrial & Environmental Services Pty Ltd Drainflow Services	Stormwater Maintenance, Construction, Ro	30/09/2026	19,305.00
EF193040	29269	Contra-Flow Pty Ltd	Traffic Management Services	30/09/2026	59,549.62
EF193041	29285	Dymocks Perth Pty Ltd Dymocks Booragoon (Garden City)	Bookseller	30/09/2026	3,000.00
EF193042	29360	Kinn & Co Agency Pty Ltd Kinn & Co Agency	Marketing And Communications	30/09/2026	4,378.00
EF193043	29368	The Trustee For Silverspring Trust T J Depiazzi & Sons	Landscape Manufacturing &Supplies	30/09/2026	6,214.37
EF193044	29401	Powerlyt Group Pty Ltd Powerlyt	Engineering Services	30/09/2026	3,620.65
EF193045	29427	Womens Health Care Assn Inc. Luma: For Her Health And Wellbeing	General & Mental Health Services	30/09/2026	102.37
EF193046	29431	Head Oceania Pty Ltd Zoggs Australia	Sports Supplies	30/09/2026	9,760.30
EF193047	29492	Mode Design Corp Pty Ltd Mode	Professional Services	30/09/2026	32,865.25
EF193048	29502	Jobcam Pty Ltd	Solar Cctv Surveillance	30/09/2026	4,356.00
EF193049	29504	Australian Government Services Australia	Centerpay	30/09/2026	185.13
EF193050	29530	Zhang Investments Aus Pty Ltd Zhamatix	Ict Consulting And Software	30/09/2026	2,200.00
EF193051	29537	Perth Materials Blowing Pty Ltd Perth Materials Blowing	Supply And Bulk Installation Of Soil And	30/09/2026	7,977.20
EF193052	29552	Aaac Towing Pty Ltd Aaac Towing	Vehicle Recovery, Transport & Logistics	30/09/2026	1,306.80
EF193053	29572	The Trustee For East Rockingham Rrf Project Trust	Construction A000023	30/09/2026	224,769.60
EF193054	29576	Glen Flood Group Pty Ltd (Gfg Consulting) Gfg Consulting	Engineering / Consulting Services	30/09/2026	29,068.60
EF193055	29587	Omni Wolf Pty Ltd Omni Wolf	Bentley Software, 3D Scanning, Cad Servi	30/09/2026	11,091.30
EF193056	29589	Cpd Training Pty Ltd College Of Professional Development	Supplier Of Educational Courses	30/09/2026	3,000.00
EF193057	29594	William Buck Consulting (Wa) Pty Ltd	Accounting Services	30/09/2026	6,517.50
EF193058	29607	Ubh Group Pty Ltd	Consulting	30/09/2026	660.00
EF193059	29611	Menna And Sons Wa Pty Ltd Pierro' 84	Catering	30/09/2026	204.00
EF193060	29616	The Trustee For Oliver Family Trust Fullworks Pty Ltd	Fire Equipment	30/09/2026	451.00
EF193061	29060	Superchoice Services Pty Limited - Sgc Payments Contractor	Payroll Deductions	30/09/2026	6,876.16
		TOTAL OF 742 EFT PAYMENTS			**22,686,592.42**
		LESS: CANCELLED EFT PAYMENTS			
EF191989	10589	Fines Enforcement Registry	Fines Enforcement Fees	4/09/2026	-4,796.50
EF192168	28381	Sandwai Pty Ltd	Software	2/09/2026	-1,504.80
EF192257	29597	Aussie Fenders Pty Ltd	Marina Fender	4/09/2026	-18,623.00
EF192297	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	4/09/2026	-200.00
EF192405	99997	Coc Grants, Donations & Refunds	Grants, Donations & Refunds	22/09/2026	-2,400.00
		TOTAL CANCELLED EFT PAYMENT			**-27,524.30**
		TOTAL EFT PAYMENTS (EXCL. CANCELLED PAYMENTS)			**22,659,068.12**
		ADD: BANK FEES			
		FAT ZEBRA PAYMENT SERVICE			54,848.12
		BPAY BATCH FEE			7.98
		MERCHANT FEES COC			4,230.23
		MERCHANT FEES MARINA			438.67

		MERCHANT FEES ARC			3,484.86
		MERCHANT FEES VARIOUS OUT CENTRES			1,975.77
		NATIONAL BPAY CHARGE			4,467.00
		RTGS/ACLR FEE			-
		NAB TRANSACT FEE			425.70
		AMEX FEES			15,962.09
		MERCHANDISE / OTHER FEES			80.00
					85,920.42
		ADD: CREDIT CARD PAYMENTS			63,442.41
					63,442.41
		ADD: PAYROLL PAYMENTS			
		COC-24/08/26 Pmt 000327809052 City of Cockburn		1/09/2026	5,350.52
		COC-03/09/26 Pmt 000328561732 City of Cockburn		9/09/2026	11,070.61
		COC-06/09/26 Pmt 000328561043 City of Cockburn		9/09/2026	2,132,735.92
		COC-10/09/26 Pmt 000328712422 City of Cockburn		10/09/2026	965.07
		COC-11/09/26 Pmt 000328820444 City of Cockburn		11/09/2026	833.00
		COC-10/09/26 Pmt 000329133544 City of Cockburn		16/09/2026	8,853.24
		COC-11/09/26 Pmt 000329391768 City of Cockburn		18/09/2026	20,343.78
		COC-17/09/26 Pmt 000329697736 City of Cockburn		23/09/2026	7,166.28
		COC-20/09/26 Pmt 000329745897 City of Cockburn		23/09/2026	2,174,380.36
		COC-24/09/26 Pmt 000329899091 City of Cockburn		24/09/2026	3,682.62
		COC-25/09/26 Pmt 000329974232 City of Cockburn		25/09/2026	1,468.19
		COC-25/09/26 Pmt 000330336596 City of Cockburn		30/09/2026	6,239.74
					4,373,089.33
		TOTAL PAYMENTS MADE FOR THE MONTH			**27,181,520.28**

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
Director Infrastructure Services		**7,959.30**	
6/08/2026	AUSTRALIAN LOCAL GOV	1,195.00	Conferences and Seminars
7/08/2026	QANTAS	1,846.03	Conferences and Seminars
7/08/2026	QANTAS	90.00	Conferences and Seminars
7/08/2026	QANTAS	83.00	Conferences and Seminars
7/08/2026	QANTAS	83.00	Conferences and Seminars
7/08/2026	QANTAS	25.00	Conferences and Seminars
10/08/2026	WANEWSDTI	32.00	Subscriptions and Memberships
12/08/2026	INSTITUTE OF PUBLIC WO	880.00	Training & Professional Development
25/08/2026	CAIRNS TAXIS LTD	32.24	Conferences and Seminars
26/08/2026	Pullman Cairns INT OPI	1,292.70	Conferences and Seminars
27/08/2026	City of Cockburn	2,368.20	Application, Licence, Registration Fees
28/08/2026	CAIRNS TAXIS LTD	32.13	Conferences and Seminars
Financial Counsellor		**578.05**	
20/08/2026	Dominos Estore South L	53.95	Meeting/Workshop Catering
26/08/2026	FCAWA	270.00	Subscriptions and Memberships
27/08/2026	Dominos Estore South L	53.95	Meeting/Workshop Catering
6/08/2026	Dominos Estore South L	200.15	Meeting/Workshop Catering
Library Technology Coordinator		**1,684.19**	
10/08/2026	PORTUGUESE DELIGHTS S	10.18	Supplies and Materials Purchases
14/08/2026	Windcave	418.32	Subscriptions and Memberships
17/08/2026	INTNL TRANSACTION FEE	0.78	Subscriptions and Memberships
17/08/2026	OPENAI *CHATGPT SUBSCR	31.21	Subscriptions and Memberships
20/08/2026	DREAMIT.AU* DREAMIT HO	234.70	Subscriptions and Memberships
21/08/2026	FARMER JACKS SPEARWO	31.13	Supplies and Materials Purchases
24/08/2026	CAMPSITE.BIO	9.85	Subscriptions and Memberships
24/08/2026	ICONS8.COM	21.11	Subscriptions and Memberships
24/08/2026	INTNL TRANSACTION FEE	0.53	Subscriptions and Memberships
27/08/2026	Google One	149.99	Subscriptions and Memberships
28/08/2026	FARMER JACKS SPEARWO	32.14	Supplies and Materials Purchases
26/08/2026	ZAPIER.COM/CHARGE	377.56	Subscriptions and Memberships
24/08/2026	PORTUGUESE DELIGHTS S	10.18	Supplies and Materials Purchases
24/08/2026	INTNL TRANSACTION FEE	0.25	Subscriptions and Memberships
14/08/2026	FARMER JACKS SPEARWO	28.97	Supplies and Materials Purchases
7/08/2026	FARMER JACKS SPEARWO	22.00	Supplies and Materials Purchases
4/08/2026	Fat Zebra	276.32	Subscriptions and Memberships
31/07/2026	FARMER JACKS SPEARWO	28.97	Supplies and Materials Purchases

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
Service Lead Cockburn Libraries		**741.68**	
18/08/2026	WANEWSDTI	136.80	Supplies and Materials Purchases
24/08/2026	CRICUT	139.99	Subscriptions and Memberships
24/08/2026	NEWS PTY LIMITED	104.00	Supplies and Materials Purchases
27/08/2026	SPOTLIGHT PTY LTD	47.99	Supplies and Materials Purchases
28/08/2026	AMAZON AU RETAIL	59.97	Supplies and Materials Purchases
11/08/2026	AMAZON AU MARKETPLACE	41.98	Supplies and Materials Purchases
3/08/2026	SP EDUCATIONALL AUS	184.45	Supplies and Materials Purchases
3/08/2026	OFFICEWORKS 0616	26.50	Supplies and Materials Purchases
Organisational Development Specialist		**1,079.00**	
12/08/2026	ST JOHN AMBULANCE AUST	180.00	Training & Professional Development
14/08/2026	RLSSWA	187.00	Training & Professional Development
27/08/2026	462Pin* AusQ Training	356.00	Training & Professional Development
27/08/2026	561Pin* AusQ Training	356.00	Training & Professional Development
Service Lead Waste Managment		**100.50**	
14/08/2026	SP FLOWER SHOP PTY L	80.00	Office Supplies
27/08/2026	TRANSPORT WA PERTH	20.50	Motor Vehicle Expenses
Young Peoples Services Coordinator		**1,311.14**	
6/08/2026	KMART	45.00	Supplies and Materials Purchases
7/08/2026	AMAZON AU MARKETPLACE	31.98	Supplies and Materials Purchases
10/08/2026	AMAZON AU MARKETPLACE	59.97	Supplies and Materials Purchases
10/08/2026	THE REJECT SHOP A385	12.00	Supplies and Materials Purchases
18/08/2026	RED DOT STORES	54.84	Supplies and Materials Purchases
19/08/2026	STUFFED WITH PLUSH TOY	348.65	Supplies and Materials Purchases
20/08/2026	THE REJECT SHOP A385	11.00	Supplies and Materials Purchases
21/08/2026	AMAZON AU MARKETPLACE	89.97	Supplies and Materials Purchases
21/08/2026	KMART	68.00	Supplies and Materials Purchases
24/08/2026	ZLR*New Edition Booksh	27.99	Supplies and Materials Purchases
25/08/2026	Daiso Carousel	83.00	Supplies and Materials Purchases
25/08/2026	Miniso Westfield Caro	19.96	Supplies and Materials Purchases
6/08/2026	SP WOODEN WORLD	12.95	Supplies and Materials Purchases
5/08/2026	SP WOODEN WORLD	71.95	Supplies and Materials Purchases
5/08/2026	SP MEGA MUSIC	138.97	Supplies and Materials Purchases
5/08/2026	BAKER ROSS	224.73	Supplies and Materials Purchases
4/08/2026	PORTUGUESE DELIGHTS S	10.18	Supplies and Materials Purchases
Chief Financial Officer		**1,375.13**	
5/08/2026	WAIVPAY PTY LTD	202.95	Events and Functions

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
7/08/2026	WAIVPAY PTY LTD	202.95	Events and Functions
11/08/2026	WOOLWORTHS 4367	207.95	Events and Functions
11/08/2026	WAIVPAY PTY LTD	168.80	Purchase of Gift Card - Community Prog
13/08/2026	PREZZEE* AUE58B125B	202.53	Purchase of Gift Card - Community Prog
4/08/2026	ETHICALJOBS.COM.AU	187.00	Program Costs
4/08/2026	WAIVPAY PTY LTD	202.95	Events and Functions
Director Corporate and System Services		**2,329.45**	
17/08/2026	SP FLOWER SHOP PTY L	97.00	Supplies and Materials Purchases
30/07/2026	WAIVPAY PTY LTD	202.95	Disputed Transaction
30/07/2026	WAIVPAY PTY LTD	202.95	Disputed Transaction
30/07/2026	WAIVPAY PTY LTD	202.95	Disputed Transaction
30/07/2026	WAIVPAY PTY LTD	202.95	Events and Functions
30/07/2026	WAIVPAY PTY LTD	202.95	Events and Functions
30/07/2026	WAIVPAY PTY LTD	202.95	Events and Functions
30/07/2026	WAIVPAY PTY LTD	202.95	Events and Functions
30/07/2026	WAIVPAY PTY LTD	202.95	Events and Functions
30/07/2026	WAIVPAY PTY LTD	202.95	Events and Functions
30/07/2026	WAIVPAY PTY LTD	405.90	Events and Functions
Art and Culture Coordinator		**33.50**	
14/08/2026	TICKETS*TOUR AND T	33.50	Training & Professional Development
City Facilities Coordinator		**1,334.50**	
14/08/2026	SP ST JOHN WA	520.00	Supplies and Materials Purchases
26/08/2026	SURJTEC PTY LTD	115.50	Supplies and Materials Purchases
20/08/2026	MULFORD PLASTICS	- 354.42	Supplies and Materials Purchases
18/08/2026	MULFORD PLASTICS	354.42	Supplies and Materials Purchases
18/08/2026	DEPARTMENT OF LOCAL GO	44.00	Application, Licence, Registration Fees
14/08/2026	Tradelink Pty Limited	655.00	Supplies and Materials Purchases
Principal Economic Development		**3,326.57**	
6/08/2026	EB *2026 ASEAN Day Cel	43.66	Conferences and Seminars
12/08/2026	EMPERORS KITCHEN WHITF	132.97	Meeting/Workshop Catering
20/08/2026	THE CODING COPYWRITER	178.06	Professional Services
21/08/2026	PROPERTY AUSTRALIA MAN	24.00	Parking Expenses
24/08/2026	CITY OF VINCENT	1.00	Parking Expenses
24/08/2026	LS Pinchos Bar De Tapa	116.01	Meeting/Workshop Catering
27/08/2026	TICKETS*HENDERSON	24.06	Meeting/Workshop Catering
28/08/2026	SPACETOCO VENUE HIRE	63.00	Hire of Equipment and Facilities
28/08/2026	CRU HEALTH JUICE BAR	73.50	Meeting/Workshop Catering

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
11/08/2026	TICKETS*WA DEFENCE	1,848.30	Events and Functions
11/08/2026	Adobe	31.99	Subscriptions and Memberships
4/08/2026	AIBC CONFERENCE	790.02	Conferences and Seminars
Fleet Manager		**104.59**	
31/07/2026	MULLINS WHEELS	104.59	Motor Vehicle Expenses
Principal Advocacy and Public Policy		**216.97**	
14/08/2026	WANEWSDTI	8.00	Subscriptions and Memberships
17/08/2026	NovotelIbisMEL AIR OPI	- 8.11	Travel and Accommodation
18/08/2026	WANEWSDTI	8.00	Subscriptions and Memberships
25/08/2026	WANEWSDTI	8.00	Subscriptions and Memberships
28/08/2026	EasyPark	8.13	Parking Expenses
11/08/2026	LS Kerry St Pear Tree	35.67	Meeting/Workshop Catering
10/08/2026	NovotelIbisMEL AIR OPI	8.11	Travel and Accommodation
10/08/2026	CabFare Payments	68.36	Travel and Accommodation
7/08/2026	NOVOTELIBISMEL AIR ICP	42.59	Travel and Accommodation
5/08/2026	UBER *TRIP HELP.UBER.C	38.22	Travel and Accommodation
Library Engagement Coordinator		**736.97**	
10/08/2026	FACEBK *XJCY8Y9YB2	16.51	Advertising
11/08/2026	SP 66FITAUSTRALIA	126.00	Supplies and Materials Purchases
12/08/2026	FACEBK *ZSXJ7ZHYB2	16.48	Advertising
12/08/2026	MISS MAUD	536.65	Meeting/Workshop Catering
14/08/2026	FACEBK *MQR5HZHYB2	4.65	Advertising
18/08/2026	FACEBK *AR6P92JYB4	1.77	Advertising
18/08/2026	FACEBK *XH8YBYZXB2	7.35	Advertising
21/08/2026	FACEBK *R2VSX2SXB4	6.60	Advertising
24/08/2026	FACEBK *HVWYYZ5YB2	6.60	Advertising
26/08/2026	FACEBK *LQUA52AYB4	6.60	Advertising
3/08/2026	FACEBK *EWYMLY5JE2	7.76	Advertising
Service Lead Cockburn Care Operations		**1,037.20**	
11/08/2026	Woolworths Online	167.20	Supplies and Materials Purchases
20/08/2026	Booking.com Hotel	870.00	Travel and Accommodation
Service Manager Community Development		**133.27**	
6/08/2026	WOOLWORTHS 4367	22.25	Meeting/Workshop Catering
21/08/2026	Canva* 04979-12650051	39.98	Subscriptions and Memberships
25/08/2026	EasyPark	4.13	Parking Expenses
11/08/2026	Dominos Estore South L	57.95	Meeting/Workshop Catering

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
3/08/2026	EasyPark	8.96	Parking Expenses
Executive Assistant to the Mayor and Councillors		**9,099.92**	
31/07/2026	PRICELESS DISCOUNTS PH	9.00	Supplies and Materials Purchases
3/08/2026	ALGWA NATIONAL	1,389.05	Training & Professional Development
3/08/2026	NOVOTELIBISMEL AIR PL	955.39	Travel and Accommodation
3/08/2026	QANTAS	881.69	Travel and Accommodation
3/08/2026	THE HATCHERY (HUB)	1,538.90	Training & Professional Development
10/08/2026	Crowne Plaza Hotel Can	294.49	Travel and Accommodation
11/08/2026	AUSTRALIAN LOCAL GOV	1,195.00	Training & Professional Development
12/08/2026	QANTAS	2,301.28	Travel and Accommodation
24/08/2026	Q Station Reception	515.62	Travel and Accommodation
28/08/2026	BIG W 0455	9.75	Supplies and Materials Purchases
28/08/2026	BIG W 0455	9.75	Supplies and Materials Purchases
Children's Development Officer		**133.00**	
17/08/2026	SPACETOCO VENUE HIRE	133.00	Hire of Equipment and Facilities
Program, Events and Volunteer Officer		**6,468.85**	
3/08/2026	ANNUAL FEE	5.33	Bank and Other fees
4/08/2026	DBCA PINNACLES	147.00	Events and Functions
5/08/2026	TM *TICKETMASTER	774.25	Events and Functions
5/08/2026	TM *TICKETMASTER	774.25	Events and Functions
7/08/2026	THE GROSVENOR HOTEL	420.00	Events and Functions
10/08/2026	THE PERTH MINT	299.00	Events and Functions
13/08/2026	GAN ENTERPRISES PTY	336.00	Events and Functions
17/08/2026	SPACETOCO VENUE HIRE	177.00	Hire of Equipment and Facilities
18/08/2026	SQ *MANDURAH CRUISES O	1,736.91	Events and Functions
18/08/2026	SQ *TRIVIAOZ	674.85	Events and Functions
18/08/2026	ZLR*Mundaring Weir Hot	799.50	Events and Functions
20/08/2026	Jackward Pty Ltd	262.76	Application, Licence, Registration Fees
31/07/2026	DEPT OF RACING GAMIN	62.00	Application, Licence, Registration Fees
Service Lead Rangers and Parking		**650.55**	
18/08/2026	VETWEST ANIMAL HOSPITA	609.30	Professional Services
12/08/2026	COLES 0494	41.25	Office Supplies
Service Lead Seniors Centre		**3,842.90**	
7/08/2026	AUS HOTELS ASSOC WA	302.89	Application, Licence, Registration Fees
11/08/2026	AUS HOTELS ASSOC WA	272.53	Application, Licence, Registration Fees
11/08/2026	DEPT OF RACING GAMIN	62.00	Events and Functions

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
5/08/2026	TM *TICKETMASTER	774.25	Events and Functions
5/08/2026	TM *TICKETMASTER	774.25	Events and Functions
31/07/2026	SQ *COCKBURN COMMUNITY	1,554.48	Equipment Purchases
30/07/2026	KMART	102.50	Office Supplies
Director Sustainable Development and Saftey		**1,241.22**	
14/08/2026	CITY OF PERTH	6.26	Parking Expenses
19/08/2026	COMPANY DIRECTOR	775.00	Subscriptions and Memberships
5/08/2026	UDIAWA	391.68	Conferences and Seminars
5/08/2026	EB *MCCC Business Brea	53.28	Conferences and Seminars
30/07/2026	WILSON PARKING AUSTRAL	15.00	Parking Expenses
Director Community and Place		**- 1,116.96**	
21/08/2026	SP FLOWER SHOP PTY L	96.00	Office Supplies
27/08/2026	Pullman AlbertPark OPI	- 606.48	Travel and Accommodation
27/08/2026	Pullman AlbertPark OPI	- 606.48	Travel and Accommodation
Service Manager Sustainability		**682.36**	
6/08/2026	ACTIVEVISTA	627.66	Supplies and Materials Purchases
31/07/2026	SP UWA PUBLISHING	54.70	Supplies and Materials Purchases
Waste Education Coordinator		**781.22**	
7/08/2026	GILBERT'S FRESH HILT	49.99	Meeting/Workshop Catering
11/08/2026	SP SENSORY TOOLS AUSTR	78.74	Supplies and Materials Purchases
13/08/2026	TRYBOOKING* AAEE WA CH	56.88	Training & Professional Development
4/08/2026	MISS MAUD	201.65	Meeting/Workshop Catering
4/08/2026	GILBERT'S FRESH HILT	279.96	Meeting/Workshop Catering
4/08/2026	BUNNINGS GROUP LTD	114.00	Supplies and Materials Purchases
Service Manager Rangers and Community Saftey		**441.94**	
10/08/2026	RSEA SAFETY FORRESTDAL	29.99	Equipment Purchases
11/08/2026	BEELIAR HIVE PHARMACY	51.95	Supplies and Materials Purchases
20/08/2026	Subway Beeliar	194.00	Meeting/Workshop Catering
7/08/2026	COLES 0494	22.00	Meeting/Workshop Catering
3/08/2026	OFFICEWORKS 0616	144.00	Office Supplies
Family & Community Services Manager		**1,246.09**	
5/08/2026	FAMILY CONNECTION	104.81	Training & Professional Development
12/08/2026	SPACETOCO VENUE HIRE	- 65.00	Hire of Equipment and Facilities
17/08/2026	SPACETOCO VENUE HIRE	164.50	Hire of Equipment and Facilities
26/08/2026	WOOLWORTHS 4703	91.35	Program Costs

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
27/08/2026	FAMILY CONNECTION	104.81	Professional Services
27/08/2026	FAMILY CONNECTION	104.81	Professional Services
28/08/2026	WILSON PARKING PER114	33.00	Parking Expenses
10/08/2026	SPACETOCO VENUE HIRE	130.00	Hire of Equipment and Facilities
5/08/2026	FAMILY CONNECTION	104.81	Training & Professional Development
30/07/2026	EZI*PACFA	473.00	Subscriptions and Memberships
Service Lead CoSafe and Community Safety		**5.33**	
3/08/2026	ANNUAL FEE	5.33	Bank and Other Fees
Service Lead Cockburn ARC		**63.75**	
7/08/2026	VACUUM SPARES	63.75	Supplies and Materials Purchases
Customer Experience Coordinator - ARC		**2,968.82**	
5/08/2026	NAAVI PTY LTD	32.00	Subscriptions and Memberships
5/08/2026	SMARTSPOTTER AUSTRALIA	140.25	Subscriptions and Memberships
6/08/2026	INTNL TRANSACTION FEE	0.79	Bank and Other Fees
6/08/2026	TWILIO SENDGRID	31.40	Subscriptions and Memberships
10/08/2026	STARFISH LANE	36.00	Supplies and Materials Purchases
14/08/2026	iStock.com	93.50	Subscriptions and Memberships
19/08/2026	INTNL TRANSACTION FEE	3.50	Bank and Other Fees
19/08/2026	REFINER.IO	140.13	Subscriptions and Memberships
3/08/2026	SYSTEMOLOGY-SYSTEMHUB	773.27	Subscriptions and Memberships
3/08/2026	GYMSALES.NET	170.50	Subscriptions and Memberships
3/08/2026	GYMSALES.NET	242.00	Subscriptions and Memberships
3/08/2026	GOOGLE*CLOUD K6GZ55	663.47	Subscriptions and Memberships
3/08/2026	Google ADS7377651407	624.02	Advertising
3/08/2026	Canva* 04961-5726021	17.99	Subscriptions and Memberships
Youth Centre Coordinator		**531.94**	
12/08/2026	SP HOBBYTECH TOYS ZQ2	531.94	Program Costs
Service Lead Events and Culture		**375.51**	
21/08/2026	KMART 1024	39.40	Supplies and Materials Purchases
21/08/2026	ZLR*Aquotix Aquariums	80.73	Supplies and Materials Purchases
27/08/2026	TICKETS*TOUR AND T	16.75	Training & Professional Development
27/08/2026	TICKETS*TOUR AND T	16.75	Training & Professional Development
27/08/2026	TRYBOOKINGRoyal WA His	221.88	Conferences and Seminars
Branch Manager - Spearwood Library		**1,215.35**	
19/08/2026	SP WESTERN ANGLER	79.50	Subscriptions and Memberships

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
24/08/2026	SP WESTERN ANGLER	- 12.00	Subscriptions and Memberships
26/08/2026	WANEWSDTI	701.99	Subscriptions and Memberships
27/08/2026	WANEWSDTI	358.79	Subscriptions and Memberships
7/08/2026	THE REJECT SHOP A385	16.50	Equipment Purchases
7/08/2026	FARMER JACKS SPEARWO	41.32	Program Costs
31/07/2026	THE REJECT SHOP A385	29.25	Equipment Purchases

Service Lead Parks **968.00**

21/08/2026	TICKETS*AMONGST TH	924.00	Conferences and Seminars
27/08/2026	DEPARTMENT OF LOCAL GO	44.00	Application, Licence, Registration Fees

Social Club Coordinator **1,232.23**

20/08/2026	COLES 0333	49.68	Supplies and Materials Purchases
21/08/2026	TICKETS*THE DEMENT	440.00	Training & Professional Development
24/08/2026	WANEWSDTI	179.99	Subscriptions and Memberships
25/08/2026	Woolworths Online	267.00	Supplies and Materials Purchases
25/08/2026	Woolworths Online	29.00	Supplies and Materials Purchases
4/08/2026	Woolworths Online	125.80	Supplies and Materials Purchases
3/08/2026	SP HOSPEQUIP ONLINE	65.93	Supplies and Materials Purchases
3/08/2026	KMART	74.83	Supplies and Materials Purchases

Events Coordinator **2,602.62**

5/08/2026	MYO*WILLIAM SRI PETER	731.94	Hire of Equipment and Facilities
13/08/2026	THE PACKAGING PLACE	429.99	Supplies and Materials Purchases
14/08/2026	BIG W 0444	45.00	Events and Functions
14/08/2026	KMART 1362	104.00	Events and Functions
17/08/2026	PETBARN	149.00	Supplies and Materials Purchases
19/08/2026	COPY MAGIC	286.00	Events and Functions
21/08/2026	KMART	72.00	Supplies and Materials Purchases
21/08/2026	KMART	- 38.00	Supplies and Materials Purchases
24/08/2026	KMART 1362	38.00	Events and Functions
21/08/2026	CHAMBER ART CULTURE WA	660.00	Subscriptions and Memberships
5/08/2026	Nakamura Chocolates	65.89	Events and Functions
3/08/2026	CITY OF FREMANTLE	29.35	Motor Vehicle Expenses
3/08/2026	CITY OF FREMANTLE	29.45	Motor Vehicle Expenses

Executive Assistant to the CEO **553.28**

7/08/2026	EB *MCCC Business Brea	53.28	Conferences and Seminars
5/08/2026	LITTLECREATURES.COM.AU	500.00	Conferences and Seminars

Service Lead Young People **1,516.14**

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	Service Provider	Card Liability	Description
18/08/2026	BOUNCE HOLDINGS AUSTRA	507.02	Program Costs
25/08/2026	SQ *OUTTABOUNDS	89.30	Program Costs
25/08/2026	THE_OZONE* OZO026221	691.90	Program Costs
25/08/2026	THE_OZONE* OZO026222	227.92	Program Costs
Group Manager Recreation and Place		**107.54**	
20/08/2026	COCKBURN POLICE STATIO	95.70	Application, Licence, Registration Fees
30/07/2026	INTNL TRANSACTION FEE	0.29	Bank and Other Fees
30/07/2026	IGLOOCOMPANY	11.55	Subscriptions and Memberships
Citizenship and Civic Services Supervisor		**23.40**	
17/08/2026	THE BOOK WAREHOUSE	- 24.00	Supplies and Materials Purchases
14/08/2026	THE BOOK WAREHOUSE	47.40	Supplies and Materials Purchases
Senior Youth Outreach Worker		**3.50**	
6/08/2026	EasyPark	1.48	Parking Expenses
20/08/2026	EasyPark	2.02	Parking Expenses
Service Manager Communications and Engage		**1,815.73**	
20/08/2026	CAMERA PRO PTY LTD	28.02	Office Supplies
26/08/2026	BITLY.COM	48.97	Subscriptions and Memberships
26/08/2026	INTNL TRANSACTION FEE	1.22	Bank and Other Fees
26/08/2026	INTNL TRANSACTION FEE	0.03	Bank and Other Fees
27/08/2026	FACEBK *PNLDU32NT4	1,388.00	Advertising
3/08/2026	FACEBK *UEELFYMMT2	348.10	Advertising
26/08/2026	LNK.BIO	1.39	Subscriptions and Memberships
Service Lead City Facilities		**467.06**	
30/07/2026	FRP ENGINEERING	467.06	Supplies and Materials Purchases
Service Lead Community Development and Place		**1,439.11**	
3/08/2026	COCKBURN CITY SOCCER	294.00	Meeting/Workshop Catering
12/08/2026	GILBERT'S FRESH HILT	219.98	Meeting/Workshop Catering
12/08/2026	Vistaprint Australia P	155.13	Program Costs
26/08/2026	THE PAMPHLETEERS	171.00	Program Costs
10/08/2026	SPEARWOOD PRIMARY SCHO	146.25	Hire of Equipment and Facilities
31/07/2026	LIQUORLAND 3203	42.00	Meeting/Workshop Catering
31/07/2026	BWS LIQUOR 4097	- 123.00	Meeting/Workshop Catering
30/07/2026	WOOLWORTHS 4367	29.25	Events and Functions
30/07/2026	Pizza 2 Go Spearwood	285.50	Meeting/Workshop Catering
30/07/2026	BWS LIQUOR 4097	219.00	Meeting/Workshop Catering

City of Cockburn

Credit Card Transactions Report

Transactions Post Date Between 30-Jul-2026 and 28-Aug-2026

Date	*Service Provider*	*Card Liability*	*Description*
Total Cards - 45		**$ 63,442.41**	

Credit Card Transactions - transacted in August paid in September 2026

Expense Category	Description	$
Advertising	Facebook ad	74.32
	FB ads	1,736.10
	Google Ads	624.02
Advertising Total		**2,434.44**
Application, Licence, Registration Fees	Approved Manager for Centre	575.42
	Bibra Lake Fun Run	95.70
	CoC Plann App - Aubin Grove Sport/Comm	2,368.20
	High Risk Work Licence	44.00
	HRWL renewal	44.00
	Licence fee for Melbourne Cup	62.00
	Liquor Licence for Melbourne Cup lunceon	262.76
Application, Licence, Registration Fees Total		**3,452.08**
Bank and Other fees	Annual Fee	5.33
	Bank Fees	0.29
	Bitly int bank fees	1.22
	International Transaction Fee	4.29
	Lnk.bio int bank fees	0.03
	Yearly card fees	5.33
Bank and Other fees Total		**16.49**
Conferences and Seminars	2026 Natnl Rds, Trnsprt & Infrast Congre	1,195.00
	AIBC National Conference (see approval)	790.02
	ASEAN Day	43.66
	Brisbane to Perth - Extra Leg Room	90.00
	Cab Charge - Hotel to Cairns Airport	32.13
	Cab Charge Airport to Cairns Pullmans	32.24
	Cairns to Brisbane - Extra Leg Room	25.00
	Flights - Perth - Cairns - Perth	1,846.03
	MCCC busniess breakfast 11 August	53.28
	MCCC event	53.28
	Melbourne to Cairns - Extra Leg Room	83.00
	Perth to Melbourne - Extra Leg Room	83.00
	Pullman Cairns - Accommodation	1,292.70
	RWAHS State History Conference	221.88
	Ticket UDIA gala (Riley award 12 Sep)	391.68
	Urban forest Seminar	924.00
	Venue Hire - LGCOG Nov 2026	500.00
Conferences and Seminars Total		**7,656.90**
Disputed Transaction	Directorate Awards Gift Vouchers	405.90
	Double Charge - no voucher or tax inv.	202.95
Disputed Transaction Total		**608.85**
Equipment Purchases	Acrylic boxes	16.50
	Acrylic tubs	29.25
	Mens Shed Items for Centre	1,554.48
	PPE - Booties	29.99
Equipment Purchases Total		**1,630.22**
Events and Functions	14Yr Farewell Gift	207.95
	Catering	29.25

Credit Card Transactions - transacted in August paid in September 2026

Expense Category2	Description	$
Events and Functions	Chocolates for Japan Consulate Hiroshima	65.89
	Defence Gala Table	1,848.30
	Directorate Awards Gift Vouchers	1,826.55
	Entry to Pinnacles park - Oct 26	147.00
	GIFT CARDS - AWARDS COMMUNITY & PLACE	202.95
	Gift Cards - Awards CSS	202.95
	Hiroshima Day Printed programs x 90	286.00
	Liquor Licence	62.00
	Luch for Seniors Outing	299.00
	Lunch for Seniors Outing	420.00
	Outing - Seniors Centre	1,548.50
	Outing Lunch for Seniors	799.50
	Pet food container for dog treats	38.00
	Prizes for pooch parade hamper	45.00
	Prizes for pooch parade winners	104.00
	Quiz Questions Packs July 26 - June 26	674.85
	Seniors Lunch - Outing	336.00
	Seniors Outing Boat Fare	1,736.91
	Tickets for musical for outing	774.25
	Tickets for musical outing for seniors	774.25
Events and Functions Total		**12,429.10**
Hire of Equipment and Facilities	Age Friendly Class	177.00
	Beeliar Hub venue hire	164.50
	Hire of venue for Froggy playgroup	133.00
	Photographer for Cockburn Sun Sets	731.94
	Refund	- 65.00
	Room hire	146.25
	Venue hire for workshop	130.00
	workshop event hire	63.00
Hire of Equipment and Facilities Total		**1,480.69**
Meeting/Workshop Catering	ARG catering	57.95
	ASA and CoC	116.01
	BM3 catering	200.15
	Burn off - Volunteer Brigade catering	194.00
	Business Station and CoC	132.97
	Catering	621.50
	catering for turtle tracker training	531.60
	Catering refund	- 123.00
	Circle of Security program	107.90
	coffee CSBC - bi-monthly networking	73.50
	coffee Directors LGIRS/CITS & CoC	35.67
	Emergency Staff Exercise catering	22.00
	Henderson Alliance event	24.06
	Meeting refreshments	438.98
	Refreshments for Penguin Noir event	536.65
	Tea coffee for ARG meetings	22.25
Meeting/Workshop Catering Total		**2,992.19**

Credit Card Transactions - transacted in August paid in September 2026

Expense Category2	Description	$
Motor Vehicle Expenses	Oil seals PL3163	104.59
	Parking ticket for event	58.80
	Vehicle Transfer	20.50
Motor Vehicle Expenses Total		**183.89**
Office Supplies	Camera Flash light bulb	28.02
	Emergency Exercise display work pads	144.00
	Flowers for a bereavement	96.00
	Flowers for Bereavement (HWRP Staff)	80.00
	Office Supplies	102.50
	Whiteboard markers and cleaning	41.25
Office Supplies Total		**491.77**
Parking Expenses	Meeting City of Fremantle	4.13
	parking fee	1.00
	Parking for meeting	33.00
	Parking for Social Enterprise awards	6.26
	Parking meeting DevWA 27 July $15	15.00
	Parking Parliament	8.13
	To attend meeting in Leederville	24.00
	Visit Walyalup Cultural Visitor Ctr	8.96
	Youth Outreach - CLient engagement	2.02
	Youth Outreach Client Engagement	1.48
Parking Expenses Total		**103.98**
Professional Services	Clin supervision	104.81
	Clin supervision	104.81
	copy write - Thrive Program	178.06
	Dog Euthanasia	609.30
Professional Services Total		**996.98**
Program Costs	Catering for Wise Women Workshop	91.35
	Ethical Jobs - Financial Councillor	187.00
	Flyer	171.00
	Marketing material	155.13
	Outrage Program Payment	507.02
	Outreach Client meeting/ program	89.30
	Outreach Holiday Program Deposit	691.90
	Outreach program	227.92
	Refreshments for Switch on Seniors	41.32
	Warhammer - paint and terrain	531.94
Program Costs Total		**2,693.88**
Purchase of Gift Card - Community Prog	Gift Card - Kicking Goals For Life	202.53
	Gift Cards - Survey Respondents	168.80
Purchase of Gift Card - Community Prog Total		**371.33**
Subscriptions and Memberships	adobe for grants (almagamate document)	31.99
	AICD membership renewal FY26-27	775.00
	Annual Cricut subscription	139.99
	Bitly monthly subscription	48.97
	Canva subscription	39.98
	Chamber of Arts Membership fee	660.00

Credit Card Transactions - transacted in August paid in September 2026

Expense Category2	Description	$
Subscriptions and Memberships	Email Form Security Tool	31.40
	Financial Counselling WA membership	270.00
	Google Cloud Licence	663.47
	Graphic Software Subscription	17.99
	Gymsales Mships	242.00
	Gymsales Swim School	170.50
	Igoollcompany	11.55
	iStock Subscription	93.50
	Library chatGPT subscription	31.99
	Library eftpos machines	418.32
	Library Google subscription	149.99
	Library marketing subscription	409.30
	Library online payments gateway	276.32
	Library website hosting	234.70
	Magazine	79.50
	Magazine subscription - refund	- 12.00
	Member Welcome Pack Software	32.00
	Monthly subscription	1.39
	Mystery Shopper Software	140.25
	Newspapers	1,060.78
	NPS Software	140.13
	PACFA membership	473.00
	Systemhub Subscription	773.27
	the West	187.99
	the West	16.00
	WA Newspapers Subscription	32.00
Subscriptions and Memberships Total		**7,641.27**
Supplies and Materials Purchases	500 Teddy Lunch boxes	429.99
	Australian subscription	104.00
	Books for citz gifts - partial refund	- 24.00
	Books for gifts at Citz ceremonies	47.40
	Cellophane, Shredded paper, pet containe	72.00
	Community room tech supplies	59.97
	Craft Materials	74.83
	Disposable Urine bottles	65.93
	Field tools	627.66
	Flowers	97.00
	FRP jetty stainless clips	467.06
	Game for Waste Education resources	114.00
	Hole Punch for Archiever	36.00
	Library event supplies	143.21
	Library of Things local stock	274.42
	Local stock - book	27.99
	Local Stock - Junior puppets	348.65
	Local Stock - Library of Things	116.95
	Local Stock - Shipping	12.95
	Mayoral Gift Bag	18.75

Credit Card Transactions - transacted in August paid in September 2026

Expense Category2	Description	$
Supplies and Materials Purchases	Mayoral Gift bags	9.75
	Meal ingeidents	175.48
	Meal Ingredients	296.00
	Milk for Success Library	20.36
	Museum Library display	120.13
	New defib cabinet Beale	520.00
	Pooch parade prizes	149.00
	PPE - Hand sanitiser	51.95
	Reference book for enviro team	54.70
	REFUND - PET CONTAINER	- 38.00
	Refund for incorrect charge	- 354.42
	Resistance bands for Strength for Senior	126.00
	saw blade sharpening	115.50
	shower seat Coogee beach UAT	655.00
	Signage material. incorrectly charged.	354.42
	Social Club Kitchen Supplies	167.20
	Success Library - Milk	10.18
	Toys for Library of things local stock	26.50
	Vacuum Filters	63.75
	Waste Education resource materials	78.74
	West newspaper subscription	136.80
	YPS Materials - Anime Club prizes	102.96
	YPS Materials - Book Week props	31.98
	YPS Materials - School Holiday crafts	68.00
	YPS Materials - School Holiday planting	65.84
	YPS Materials - STEAM Club	374.67
	YPS Materials - Storytime	12.00
	YPS Supplies - Book Week prizes	138.97
Supplies and Materials Purchases Total		**6,648.22**
Training & Professional Development	AAWW member event	56.88
	BTM Renewal	356.00
	Clin supervision	209.62
	Collections management talk and tour.	33.50
	digitisation training best practice	33.50
	First Aid	180.00
	IPWEA Training	880.00
	Pool Lifeguard	187.00
	Registration Cr Dewan ALGA Roads	1,195.00
	Registration to attend The Hatchery	1,538.90
	Registration to ttend ALGWA	1,389.05
	Staff Training	440.00
	Traffic Management Renewal	356.00
Training & Professional Development Total		**6,855.45**
Travel and Accommodation	Accommodation - CR Stone NGAA	955.39
	Accomodation	294.49
	airport transfers	38.22
	Cr Dewan Flight to Cairns and back	2,301.28

Credit Card Transactions - transacted in August paid in September 2026

Expense Category2	Description	$
Travel and Accommodation	Cr Zhang Accomodation - Qst	515.62
	Cr Zhang Flight ALGWA	881.69
	Incorrect card charge by hotel	8.11
	meals	42.59
	National Conference Accomodation	870.00
	Refund of hotel booking - CHSP Conf	- 1,212.96
	refund of incoreect charge	- 8.11
	Taxi airport-home	68.36
Travel and Accommodation Total		**4,754.68**
Grand Total		**63,442.41**

City of Cockburn
Woolworths Group Transactions Report
Transactions Made Between 1 Sep - 30 Sep

Reference	Date	Amount	Description
Public Health Technical & Administrative Assistant		**148.49**	
TI-01EC5-1796A9	14/09/2026	29.00	Groceries and Consumables
TI-01EC5-1796BA	22/09/2026	119.49	Groceries and Consumables
Service Lead Cockburn Libraries		**501.00**	
TI-01EC5-179695	07/09/2026	429.00	Groceries and Consumables
TI-01EC5-179697	07/09/2026	72.00	Groceries and Consumables
Customer Experience Team Leader		**24.25**	
TI-01EC5-1796B0	17/09/2026	24.25	Groceries and Consumables
Senior Centre - Cook		**158.77**	
TI-01EC5-1796C5	29/09/2026	158.77	Groceries and Consumables
Executive Support Officer		**46.99**	
TI-01EC5-1796B7	21/09/2026	12.00	Groceries and Consumables
TI-01EC5-1796B8	21/09/2026	34.99	Groceries and Consumables
Young Peoples Services Coordinator		**353.93**	
TI-01EC5-1796AC	15/09/2026	29.25	Groceries and Consumables
TI-01EC5-1796B5	18/09/2026	44.98	Groceries and Consumables
TI-01EC5-1796CA	29/09/2026	41.70	Groceries and Consumables
TI-01EC5-1796CB	29/09/2026	238.00	Groceries and Consumables
Parenting Service Coordinator		**50.16**	
TI-01EC5-1796A5	11/09/2026	7.75	Groceries and Consumables
TI-01EC5-1796AF	17/09/2026	42.41	Groceries and Consumables
Library Engagement Coordinator		**25.00**	
TI-01EC5-1796C3	24/09/2026	25.00	Groceries and Consumables
Marina Experience Officer		**27.10**	
TI-01EC5-17969B	08/09/2026	5.90	Groceries and Consumables
TI-01EC5-1796A8	14/09/2026	15.30	Groceries and Consumables
TI-01EC5-1796BE	22/09/2026	5.90	Groceries and Consumables
Childrens Development Officer		**107.80**	
TI-01EC5-17968E	03/09/2026	17.00	Groceries and Consumables
TI-01EC5-179698	07/09/2026	61.00	Groceries and Consumables
TI-01EC5-1796CC	30/09/2026	29.80	Groceries and Consumables
First Nations Community Development Officer		**156.55**	
TI-01EC5-17969A	08/09/2026	80.83	Groceries and Consumables
TI-01EC5-1796AA	15/09/2026	75.72	Groceries and Consumables

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

Reference	Date	Amount	Description
Youth Development Officer		**155.53**	
TI-01EC5-1796A3	10/09/2026	52.55	Groceries and Consumables
TI-01EC5-1796C1	24/09/2026	62.49	Groceries and Consumables
TI-01EC5-1796C6	29/09/2026	40.49	Groceries and Consumables
Infrastructure & Operations Coordinator		**233.94**	
TI-01EC5-17968F	03/09/2026	40.00	Groceries and Consumables
TI-01EC5-1796B1	17/09/2026	33.40	Groceries and Consumables
TI-01EC5-1796B2	17/09/2026	26.25	Groceries and Consumables
TI-01EC5-1796B3	17/09/2026	96.30	Groceries and Consumables
TI-01EC5-1796CF	30/09/2026	37.99	Groceries and Consumables
Senior Centre Kitchen Hand		**1,745.23**	
TI-01EC5-179693	04/09/2026	44.70	Groceries and Consumables
TI-01EC5-179694	07/09/2026	247.33	Groceries and Consumables
TI-01EC5-17969F	09/09/2026	54.40	Groceries and Consumables
TI-01EC5-1796A0	09/09/2026	60.00	Groceries and Consumables
TI-01EC5-1796A1	09/09/2026	183.76	Groceries and Consumables
TI-01EC5-1796A4	11/09/2026	142.98	Groceries and Consumables
TI-01EC5-1796A7	14/09/2026	135.41	Groceries and Consumables
TI-01EC5-1796AD	16/09/2026	199.45	Groceries and Consumables
TI-01EC5-1796B4	18/09/2026	104.35	Groceries and Consumables
TI-01EC5-1796B6	21/09/2026	177.93	Groceries and Consumables
TI-01EC5-1796BF	23/09/2026	169.45	Groceries and Consumables
TI-01EC5-1796C4	25/09/2026	86.35	Groceries and Consumables
TI-01EC5-1796CD	30/09/2026	139.12	Groceries and Consumables
Health Promotion Officer		**269.88**	
TI-01EC5-179696	07/09/2026	89.00	Groceries and Consumables
TI-01EC5-17969C	08/09/2026	18.00	Groceries and Consumables
TI-01EC5-17969D	08/09/2026	162.88	Groceries and Consumables
Family & Community Services Manager		**92.05**	
TI-01EC5-1796C9	29/09/2026	92.05	Groceries and Consumables
Youth Centre Coordinator		**175.00**	
TI-01EC5-17969E	08/09/2026	64.40	Groceries and Consumables
TI-01EC5-1796BD	22/09/2026	36.80	Groceries and Consumables
TI-01EC5-1796C0	24/09/2026	61.80	Groceries and Consumables
TI-01EC5-1796C7	29/09/2026	12.00	Groceries and Consumables
Amenities Officer		**562.50**	
TI-01EC5-179690	03/09/2026	366.50	Groceries and Consumables
TI-01EC5-179692	04/09/2026	36.00	Groceries and Consumables
TI-01EC5-1796BB	22/09/2026	160.00	Groceries and Consumables
Library Technology Support Officer		**73.78**	

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

Reference	*Date*	*Amount*	*Description*
TI-01EC5-1796A2	09/09/2026	25.81	Groceries and Consumables
TI-01EC5-1796AE	16/09/2026	21.04	Groceries and Consumables
TI-01EC5-1796CE	30/09/2026	26.93	Groceries and Consumables
Branch Librarian Coolbellup		**25.70**	
TI-01EC5-179699	08/09/2026	5.30	Groceries and Consumables
TI-01EC5-1796B9	21/09/2026	10.20	Groceries and Consumables
TI-01EC5-1796C8	29/09/2026	10.20	Groceries and Consumables
Youth Programs and Events Officer		**148.45**	
TI-01EC5-1796AB	15/09/2026	84.85	Groceries and Consumables
TI-01EC5-1796C2	24/09/2026	63.60	Groceries and Consumables
Cockburn Support Service Coordinator – Coolbellup		**63.47**	
TI-01EC5-1796BC	22/09/2026	63.47	Groceries and Consumables
Environmental Education Officer		**62.66**	
TI-01EC5-179691	03/09/2026	9.00	Groceries and Consumables
TI-01EC5-1796A6	11/09/2026	53.66	Groceries and Consumables
Total Cards - 23		**5,208.23**	

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

Reference	Date	Amount	Description
Public Health Technical & Administrative Assistant		**404.28**	
2015/01046374	29/09/2026	8.28	Supplies and Materials
2015/99890546	29/09/2026	396	Supplies and Materials
City Facilities Coordinator		**148.38**	
2015/00104147	17/09/2026	68.12	Supplies and Materials
2015/00195070	10/09/2026	33.24	Supplies and Materials
2015/00288580	2/09/2026	47.02	Supplies and Materials
City Facilities Technical Officer		**236.54**	
2015/00185510	2/09/2026	72.08	Supplies and Materials
2015/01403337	8/09/2026	109.25	Supplies and Materials
2015/01575694	17/09/2026	33.95	Supplies and Materials
2015/01576381	18/09/2026	21.26	
Service Lead CoSafe and Community Safety		**148.98**	
2015/00192990	8/09/2026	42.38	Supplies and Materials
2015/00297409	16/09/2026	106.6	Supplies and Materials
2015/01576670	18/09/2026	218.61	Supplies and Materials
2015/01576782	18/09/2026	-171.89	Supplies and Materials
2015/01576784	18/09/2026	-13.49	Supplies and Materials
2015/01576791	18/09/2026	111.32	Supplies and Materials
Waste Collection Supervisor		**451.33**	
2015/00296424	14/09/2026	361.22	Supplies and Materials
2015/00298408	18/09/2026	29.91	Supplies and Materials
2160/00136309	21/09/2026	60.2	Supplies and Materials
Senior Business Operations Team Leader		**210.72**	
2015/01384583	3/09/2026	210.72	Supplies and Materials
Leading Hand Maintenance		**1,461.54**	
2015/01387140	22/09/2026	198.86	Supplies and Materials
2015/01387208	23/09/2026	179.2	Supplies and Materials
2015/01403326	8/09/2026	81.6	Supplies and Materials
2015/01404308	10/09/2026	54.84	Supplies and Materials
2015/01406171	14/09/2026	208.37	Supplies and Materials
2015/01407559	17/09/2026	175.74	Supplies and Materials
2015/01413861	30/09/2026	141.55	Supplies and Materials
2015/01586918	29/09/2026	42.91	Supplies and Materials
2015/01771803	15/09/2026	195.64	Supplies and Materials
2015/01773556	17/09/2026	78.23	Supplies and Materials
2015/01779526	24/09/2026	41.55	Supplies and Materials
2160/01111639	29/09/2026	38.37	Supplies and Materials
2160/01198032	18/09/2026	24.68	Supplies and Materials

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

Reference	Date	Amount	Description
Port Coogee Marina Operations Coordinator		**253.86**	
2160/01113141	30/09/2026	253.86	Supplies and Materials
Childrens Development Officer		**83.87**	
2015/01027005	4/09/2026	83.87	Supplies and Materials
Landfill Supervisor HWRP		**869.82**	
2015/01400456	2/09/2026	207.43	Supplies and Materials
2015/01568346	10/09/2026	234.4	Supplies and Materials
2015/01770944	14/09/2026	427.99	Supplies and Materials
Recycling Supervisor		**168.37**	
2015/00112682	24/09/2026	168.37	Supplies and Materials
Infrastructure & Operations Coordinator		**145.32**	
2160/01886152	17/09/2026	145.32	Supplies and Materials
Urban Forest Supervisor		**290.28**	
2015/01026631	3/09/2026	290.28	Supplies and Materials
Building Maintenance Officer		**804.56**	
2015/00100788	14/09/2026	8.16	Supplies and Materials
2015/01385072	8/09/2026	66.74	Supplies and Materials
2015/01400079	2/09/2026	10.76	Supplies and Materials
2015/01401014	3/09/2026	2.76	Supplies and Materials
2015/01403753	9/09/2026	124.65	Supplies and Materials
2015/01406606	15/09/2026	37.29	Supplies and Materials
2015/01406910	15/09/2026	270	Supplies and Materials
2015/01411584	25/09/2026	48.25	Supplies and Materials
2015/01499512	1/09/2026	43.34	Supplies and Materials
2015/01499629	1/09/2026	89.36	Supplies and Materials
2015/01499762	1/09/2026	103.25	Supplies and Materials
Environmental Supervisor		**228.18**	
2015/00100262	14/09/2026	30.88	Supplies and Materials
2015/00185451	2/09/2026	197.3	Supplies and Materials
Operations Supervisor		**19.09**	
2015/00186608	3/09/2026	19.09	Supplies and Materials

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

Reference	Date	Amount	Description
Fleet Contracts Officer		**198.37**	
2015/00121243	30/09/2026	88.15	Supplies and Materials
2015/01402868-1	7/09/2026	73.16	Supplies and Materials
2015/01774462	18/09/2026	37.06	Supplies and Materials
Service Lead Parks		**413.44**	
2015/01030916	9/09/2026	345.1	Supplies and Materials
2015/01036457	16/09/2026	68.34	Supplies and Materials
Maintenance Supervisor - Works		**27.26**	
2015/01400302	2/09/2026	27.26	Supplies and Materials
Parks Supervisor		**99.12**	
2015/01687519	21/09/2026	99.12	Supplies and Materials
Dockmaster		**107.15**	
2015/00111856	23/09/2026	57.33	Supplies and Materials
2015/00113174	24/09/2026	49.82	Supplies and Materials
Environmental Education Officer		**274.17**	
2015/01026715	3/09/2026	94.47	Supplies and Materials
2015/01032537	11/09/2026	179.7	Supplies and Materials
Total Cards - 23		**7,189.18**	

14.2.4 (2026/MINUTE NO 0174) Monthly Financial Report - September 2026

Responsible Executive	Director Corporate and System Services
Author(s)	Service Lead Budgeting and Accounting and Service Manager Strategic Finance
Attachments	1. Monthly Financial Report - September 2026 ⇩

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the Monthly Financial Report, including the Statement of Financial Activity and associated financial information, for the month of September 2026, as attached.

CARRIED 8/0

Background

The *Local Government (Financial Management) Regulations 1996* require local governments to prepare a Statement of Financial Activity each month. Regulation 34(2) requires this statement to be accompanied by:

1. An explanation of the material variances between year-to-date (YTD) budget estimates and actual results.
2. Any other information considered relevant by the local government.

Regulation 34(4)(a) requires the Statement of Financial Activity and supporting documentation to be presented to Council at an ordinary meeting within two months after the end of the relevant month.

Regulation 34(5) requires Council to annually determine a materiality threshold, in accordance with the Australian Accounting Standards, for reporting budget variances in the Statement of Financial Activity. For 2026-27 (FY27), Council adopted a materiality threshold at $300,000.

Budget performance is monitored throughout the year. Where required, budget amendments are presented to Council for approval or incorporated into the Mid-Year Budget Review process.

Submission

N/A

Report

The attached Financial Report for September 2026 has been prepared in accordance with the *Local Government Act 1995* and the *Local Government (Financial Management) Regulations 1996*.
The commentary below provides an overview of the City's financial position and budget performance as at 30 September 2026.

Statement of Comprehensive Income

The Statement of Comprehensive Income, presented in the same format as the adopted annual budget, reports a net result and total comprehensive income of $175.03 million as at 30 September 2026.

This statement also reports the net operating result, a key indicator of financial sustainability. The adopted 2026-27 budget had initially projected an operating deficit of $4.62 million. Following Council-approved budget amendments during the year, the projected deficit has increased to $7.72 million.

Statement of Financial Position

This Statement of Financial Position outlines the City's financial position as at 30 September 2026 compared with the previous financial year-end. Net assets increased by $125.45 million to $2.05 billion, reflecting the total comprehensive income recognised for the period.

Statement of Financial Activity

Opening Surplus

The current opening surplus of $11.28 million, is $9.43 million above the amended budget of $1.85 million. As year processing and audit activities are yet to be finalised, the opening surplus remains subject to adjustment and may impact the reported closing surplus.

Closing Surplus

The City's YTD closing surplus as at 30 September 2026 was $153.27 million, compared with a budget of $129.54 million.

This represents a favourable variance of $23.73 million, primarily due to the combined effect of operating and capital budget variances. As FY26 financial balancing and finalisation activities remain in progress, some balances and allocations are subject to review and adjustment.

Operating Revenue

Year-to-date operating revenue totalled $175.08 million exceeding the YTD budget by $2.67 million for September.

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

Revenue from operating activities	Amended		Actual	Variance
	Full Year Budget $	YTD Budget $	$	$
Rates	153,953,920	152,639,913	153,293,683	653,770
Specified Area Rates	720,000	710,571	688,669	(21,902)
Operating Grants, Subsidies, Contributions	13,469,515	1,760,559	2,710,552	949,993
Fees & Charges	43,597,121	13,727,838	15,088,209	1,360,371
Service Charges	250,000	203,442	0	(203,442)
Interest Earnings	13,241,700	3,275,380	3,246,313	(29,067)
Profit/(Loss) Asset Sale	1,315,872	93,976	58,068	(35,908)
Total	**226,548,129**	**172,411,679**	**175,085,494**	**2,673,815**

Year to date operating revenue is tracking broadly in line with budget, with the following key variances:

- Rates Revenue is $0.65 million above YTD budget, primarily due to the timing of interim rates raised in July.
- Operating Grants, Subsidies and Contributions is $0.95 million above YTD budget mainly due to timing of Main Roads grant recognition.
- Fees and Charges are $1.36 million above budget due to timing differences in revenue recognition for leases and recreation centre memberships.

Operating Expenditure

Operating expenditure of $48.94 million as at 30 September 2026 was $5.94 million below YTD budget.

The table below summarises operating expenditure performance by expenditure nature and highlights the key variances against YTD budget:

Expenditure from Operating Activities	Amended		Actual	Variance
	Full Year Budget $	YTD Budget $	$	$
Employee costs	(89,793,498)	(21,003,967)	(19,865,363)	1,138,604
Materials & Contracts	(63,856,172)	(14,891,657)	(10,549,619)	4,342,038
Utility charges	(6,950,303)	(1,298,485)	(1,548,660)	(250,175)
Depreciation/ Amortisation	(55,969,803)	(13,114,707)	(12,759,897)	354,810
Finance costs	(1,760,888)	(49,823)	(27,656)	22,167
Insurance expenses	(2,733,065)	(1,278,061)	(1,341,920)	(63,859)
Other expenditure	(11,890,962)	(3,235,931)	(2,842,780)	393,151
Total	**(232,954,691)**	**(54,872,631)**	**(48,935,895)**	**5,936,736**

The City's operating expenditure as at 30 September 2026 included the following key favourable variances against budget:

- Employee costs were $1.14 million below YTD budget, primarily due to vacant positions and the ongoing end-of-financial-year reconciliations.
- Materials and contracts were $4.34 million below YTD budget, including:
  - Waste contract expenses: $0.94 million below budget
  - Street Maintenance (Parks) contract costs: $0.71 million under budget
  - Parks & Playground: $0.52 million under budget
  - Facilities Maintenance overhead costs: $0.24 below budget

- Depreciation and amortisation expenses were $0.35 million below budget, primarily due to the timing of capital asset acquisitions and their subsequent capitalisation.
- Other expenses were $0.39 million below YTD budget, primarily due to the timing of landfill levy payments.

Capital Expenditure

Council adopted a capital works program budget for FY27 of $64.07 million. Following adoption of the FY26 Carry Forward Program at the July Ordinary Council Meeting and other budget amendments during the year, the total 2026/27 Capital Works Program increased to $79.01 million. The City's September YTD spend was $6.41 million compared to a YTD budget of $13.29 million.

Year-to-date expenditure is below budget primarily due to the timing of contract awards and commencement of works occurring later than originally anticipated in the budget cashflow projections. Cashflows will be reviewed and realigned as part of future budget monitoring processes to reflect the updated project delivery timeframes.

The following table shows the budget performance by asset class:

Capital Acquisitions	Amended		YTD Actual $	YTD Variance $
	Budget $	YTD Budget $		
Land	-	-	25,092	25,092
Buildings	16,717,670	3,845,889	1,296,908	(2,548,981)
Furniture & Equipment	9,096	3,638	895	(2,743)
Plant and Equipment	14,290,594	1,131,073	2,005,118	874,045
Information Technology	433,034	413,034	32,254	(380,780)
Infrastructure - Roads	28,492,326	3,748,020	1,891,044	(1,856,975)
Infrastructure - Drainage	5,341,436	1,158,450	343,458	(814,992)
Infrastructure - Footpath	1,426,378	253,763	38,686	(215,078)
Infrastructure - Parks hard	9,955,067	2,163,910	741,653	(1,422,257)
Infrastructure - Landfill site	1,773,758	495,503	35,612	(459,891)
Infrastructure - Marina	300,000	75,000	0	(75,000)
Infrastructure - Coastal	270,000	0	0	0
Total	**79,009,358**	**13,288,280**	**6,410,720**	**(6,877,560)**

The following major project variances have been identified within the City's capital program budget:

- Buildings ($2.55 million under YTD budget), with notable variances including:
  - Atwell Changeroom Expansion Detailed Design - $0.14 million under budget
  - Install solar photovoltaic systems on all major council buildings - $0.1 million under budget
  - Bibra Lake Community Centre asset renewal works - $0.1 million under budget
- Plant and Equipment ($0.87 million under YTD budget), with notable variances including:
  - ARC Spin Bikes Asset renewal - $0.12 million under budget
  - New Seniors Commuter Van (PL812) - $0.04 million under budget

- Information Technology ($0.38 million under YTD budget), with notable variances including:
  - CCTV installation at Port Coogee (election commitment) - $0.2 million under budget
  - Installation of CCTV Beeliar Shopping Precinct (election commitment) - $0.1 million under budget
- Roads Infrastructure ($1.86 million under YTD budget), with notable variances including:
  - State Blackspot Orsino Pantheon Intersection (year 1 of 2) - $0.17 million under budget
  - Beeliar Village School crossing Design Investigation - $0.07 million under budget
- Parks Hard Infrastructure ($1.42 million under YTD budget), with notable variances including:
  - Manning Park Playground and Shade sail Upgrade - $0.23 million under budget
  - Duggan Park Renovation - $0.18 million under budget
  - Kurrajong board walk renewal - $0.13 million under budget
- Landfill site (0.46 million under YTD budget), with notable variances including:
  - New and Renewal of Leachate pumps and pipes - $0.05 million under budget
  - Dalison Ave Gate (Transfer Station Entry) - $0.05 million under budget
  - Henderson -Waste Transfer Station relocation/upgrade for temp access- $0.03 under budget

Non-Operating Grants, Subsidies and Contributions

The City's 2026/27 capital grants and contributions budget totals $17.01 million. Funding is primarily allocated to community recreation infrastructure and road resurfacing projects, supporting the delivery of key community outcomes and asset renewal initiatives.

As at 30 September 2026, capital grants and contributions revenue of $0.70 million had been recognised against a year-to-date budget of $3.20 million.

The variance is primarily due to the timing of revenue recognition. Under Australian Accounting Standards, capital grant revenue is recognised in line with project delivery, rather than when funding is received. The current budget cashflow assumptions were based on anticipated project progress; however, project delivery schedules have since been refined. The associated revenue forecasts will be reviewed and adjusted through future budget review processes to better align with project timelines.

Financial Reserves

A detailed schedule of the City's financial reserves is provided in the financial report, showing a balance of $249.63 million as at the end of September. This will be subject to further adjustment as end of financial year balancing occurs.

General revenue reserves were $204.70 million, with the balance of $44.93 million for external or legislatively restricted purposes (inclusive of $31.95 million for Developer Contribution Plans and $6.62 million for POS cash in lieu purposes).

Transfers in and out of financial reserves are made in accordance with budgetary and statutory requirements.

Cash and Financial Assets

As at 30 September, the City's cash and financial assets were $336.34 million, down $5.70 million from August.

The balance comprises financial assets, including term deposits and investments totalling $323.08 million, as well as cash and cash equivalent holdings, such as bank cash and call deposits amounting to $13.26 million.

Of these funds, $250.59 million are internally and externally restricted (mostly in cash reserves). The remaining $85.75 million is unrestricted municipal money for funding the City's operations and liabilities.

Investment Performance, Ratings and Maturity

The RBA cash rate increased by a further 25 basis points to 4.60%, driven by persistent inflationary pressures and ongoing geopolitical instability in the Middle East. As a result, the running yield of the City's term deposit portfolio increased to 4.88%, up from 4.82% in the previous month.

At this level, the portfolio's return is better than the City's investment performance benchmark of 4.85%, which comprises the 4.35% RBA Cash Rate plus the required performance margin of 0.50%.

During the month, a substantial volume of new term deposits was invested at interest rates ranging from 5.41% to 5.80%. These elevated yields reflected market expectations that the Reserve Bank of Australia may resume monetary policy tightening later in the year following this month's 25 basis point rate increase. Investor sentiment has also been influenced by continuing instability in the Middle East and higher oil prices, both of which have contributed to elevated inflation expectations.

All current term deposit investments remain fully compliant with the requirements of the Council's Investment Policy, as summarised 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 reverse mortgage securities acquired under previous policy and legislative frameworks. These securities have a current face value of $2.26 million and a market value of $1.47 million. In accordance with applicable accounting standards, they are recorded at a book value of $0.683 million, reflecting an impairment provision of $1.575 million recognised in prior years.

Since the initial investment of $3.0 million was made, the City has received cumulative principal repayments of $0.74 million, together with ongoing quarterly coupon income.

As at 30 September 2026, the City's total investment portfolio, including accrued interest, was held with the following financial institutions:

Issuer	**Market Value**	% Total Value
Credit Union Australia Ltd t/as Great Southern Bank	**13,405,666.56**	4.07%
Defence Bank Ltd	**15,223,472.65**	4.62%
Emerald Reverse Mortgage Trust	**1,103,194.86**	0.33%
ING Bank Australia Limited	**101,601,393.20**	30.81%
Judo Bank	**20,303,324.65**	6.16%
MyState Bank Ltd	**3,087,579.45**	0.94%
National Australia Bank Ltd	**42,662,623.46**	12.94%
Rabobank Australia Ltd	**105,869,328.62**	32.11%
Unity Bank Ltd	**11,180,686.01**	3.39%
Westpac Banking Corporation Ltd	**15,290,120.30**	4.64%
Portfolio Total	**329,727,389.75**	100.00%

The City's short-term deposits (less than 12 months) made up 50.71 percent ($167.2m) of the City's portfolio, compared 50.90 percent ($168.4 m) previous month.

These were classified under the following credit ratings:

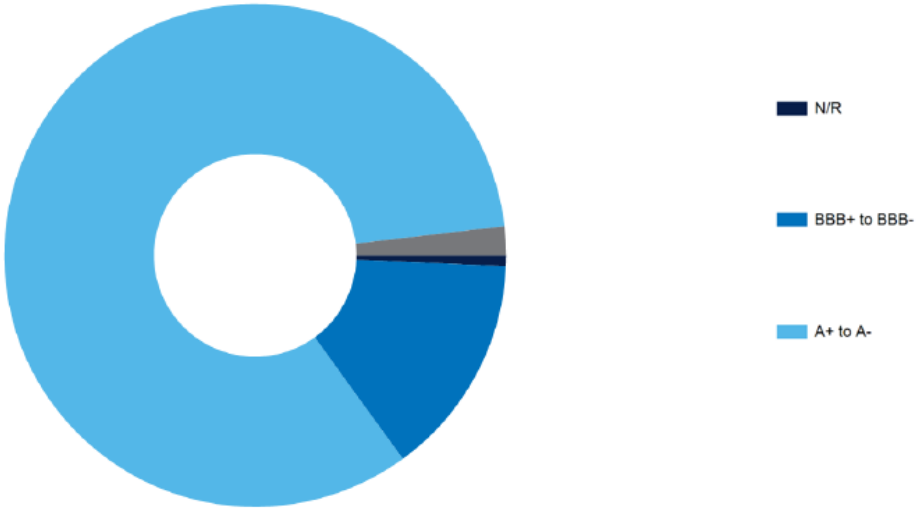
Market Value by Security Rating Group (Short Term)



Deposits invested between 1 and 3 years made up 49.29 percent ($162.52 m) of the City's portfolio, compared to 49.10 percent ($162.4 m) previous month

These were classified under following credit ratings:

Market Value by Security Rating Group (Long Term)



Investment in Fossil Fuel Free Banks

As at 30 September 2026, the City had invested $71.3 million with institutions that do not finance fossil fuel-related industries, an increase from $58.3 million at the end of the previous month. As a result, the proportion of the City's investment portfolio held with fossil fuel-free institutions increased from 17.9% to 22.0%.

The allocation to fossil fuel-free institutions may fluctuate from time to time, reflecting market conditions, including the relative competitiveness of deposit rates and the capacity of eligible institutions to accept further investments. Subject to these considerations, the City remains committed to giving preference to fossil fuel-free institutions where they can provide competitive returns within the parameters of the Council's Investment Policy.

Rates Debt Recovery

As at 30 September, the City had collected $89.86 million (49.07%) of the $183.11 million in collectible rates and charges raised for 2026/27, leaving an outstanding balance of $93.25 million (50.93%). Excluding deferred rates of $1.25 million, the outstanding collectible balance was $92 million (50.59%).

The City also received $0.72 million in rate prepayments for the 2027/28 and collected $0.06 million in underground power charges during September.

At 30 September 2026, 41 properties with outstanding rates had progressed to formal debt recovery, representing debts of $0.31 million in rates and associated costs. This compares with 44 properties in the previous month.

Formal debt recovery action is undertaken where ratepayers have outstanding rates and have not entered a payment arrangement or sought assistance under the City's Financial Hardship Policy.

Trade and Sundry Debtors

The City had $4.03 million in outstanding trade and sundry debtors, compared with $3.69 million last month.

Debts overdue by more than 90 days totalled $0.42 million (10.51% of outstanding debt), compared with $0.52 million (14.09%) in the previous month. Key balances included $358k Frasers Property Australia, $6.73k relating to Naval Base Caravan Park, $14.12k for firebreak notices and $25.31k from landfill customers. These debts continue to be actively managed.

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 monthly financial report provides Council with an overview of the City's financial performance against the adopted budget, including revenue, expenditure and the forecast closing financial position. Material variances and any resulting budget adjustments are identified through the City's ongoing financial monitoring and reporting processes.

Legal Implication/s

N/A

Community Consultation

N/A

Risk Management Implications

Monthly review of actual financial performance against the adopted budget supports Council's financial oversight by providing visibility of revenue, expenditure, and the closing financial position, and enabling the timely identification of material budget variances and emerging financial risks.

Advice to Proponent(s)/Submitters

N/A

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

Nil.

CITY OF COCKBURN

MONTHLY FINANCIAL REPORT

(Containing the Statement of Financial Activity)

For the Period Ended 30 September 2026

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

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MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

SUMMARY INFORMATION

Funding surplus / (deficit) Components

Funding surplus / (deficit)

	Amended Budget	YTD Budget (a)	YTD Actual (b)	Var. $ (b)-(a)
Opening	$1.85 M	$1.85 M	$11.28 M	$9.43 M
Closing	$0.30 M	$129.54 M	$153.27 M	$23.73 M

Refer to Statement of Financial Activity

Cash and financial assets

	$336.34 M	% of total
Unrestricted Cash	$85.75 M	25.5%
Restricted Cash	$250.59 M	74.5%

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)
$49.81 M	$130.56 M	$141.82 M	$11.26 M

Refer to Statement of Financial Activity

Employee Cost

YTD Actual	($19.87 M)	% Variance
YTD Budget	($21.00 M)	(5.4%)

Refer to Statement of Financial Activity

Rates Revenue

YTD Actual	$153.98 M	% Variance
YTD Budget	$153.35 M	0.0%

Refer to Statement of Financial Activity

Fees and Charges

YTD Actual	$15.09 M	% Variance
YTD Budget	$13.73 M	9.9%

Refer to Statement of Financial Activity

Materials & Contracts

YTD Actual	($10.55 M)	% Variance
YTD Budget	($14.89 M)	(29.2%)

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)
($57.66 M)	($9.99 M)	($7.06 M)	$2.93 M

Refer to Statement of Financial Activity

Proceeds on sale

YTD Actual	$0.06 M	%
Amended Budget	$1.88 M	3.1%

Refer to Note 3 - Disposal of Assets

Asset Acquisition

YTD Actual	$6.41 M	% Spent
Amended Budget	$79.01 M	8.1%

Refer to Note 4 - Capital Acquisition

Capital Grants

YTD Actual	($0.21 M)	% Received
Amended Budget	($16.80 M)	1.2%

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)
$6.30 M	$7.12 M	$7.23 M	$0.11 M

Refer to Statement of Financial Activity

Borrowings

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

Refer to Note 5 - Borrowings

Reserves

Reserves balance	$249.63 M
Interest earned	$0.45 M

Refer to Note 6 - Cash Reserves

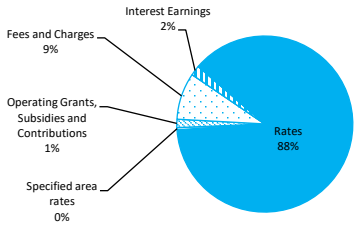
This information is to be read in conjunction with the accompanying Financial Statements and notes.

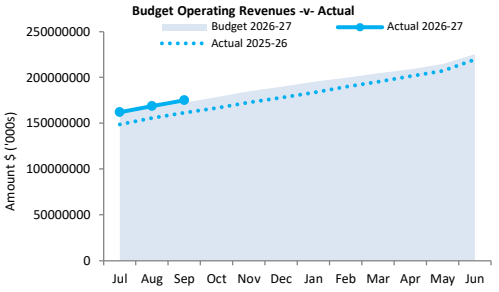
MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

SUMMARY INFORMATION - GRAPHS

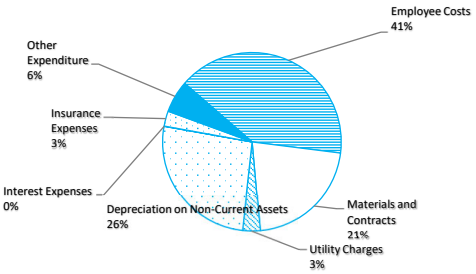
OPERATING ACTIVITIES

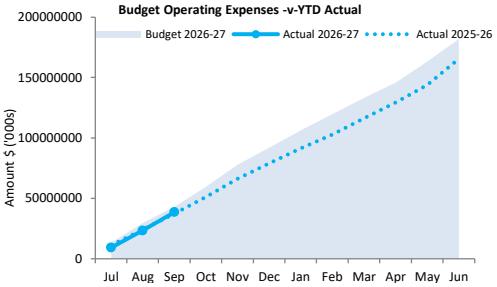
OPERATING REVENUE





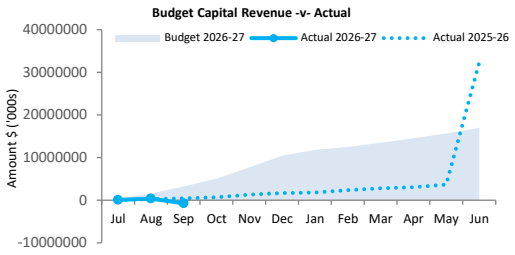
OPERATING EXPENSES



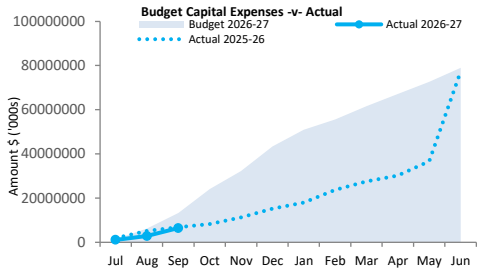


INVESTING ACTIVITIES

CAPITAL REVENUE

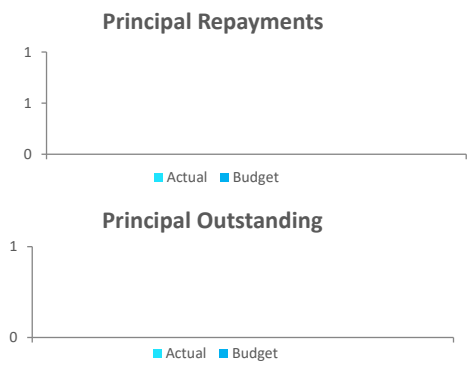


CAPITAL EXPENSES

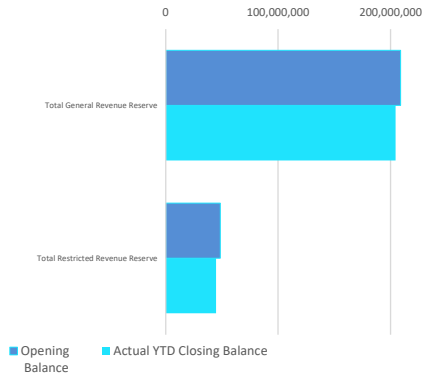


FINANCING ACTIVITIES

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 30 SEPTEMBER 2026

	2026/27 YTD Actual	2026/27 Amended Budget	2026/27 Adopted Budget
Revenue	**$**	**$**	**$**
Rates	**153,982,352**	154,673,920	154,673,920
Grants, subsidies and contributions	**2,710,552**	13,469,515	13,400,856
Fees and charges	**15,088,209**	43,597,121	43,597,121
Service charges	**0**	250,000	250,000
Interest revenue	**3,246,313**	13,241,700	13,241,700
Other revenue	**0**	0	0
	175,027,426	**225,232,256**	**225,163,597**
Expenses			
Employee costs	**(19,865,363)**	(89,793,498)	(89,793,498)
Materials and contracts	**(10,549,619)**	(63,856,172)	(60,685,989)
Utility charges	**(1,548,660)**	(6,950,303)	(6,950,303)
Depreciation	**(12,759,897)**	(55,969,803)	(55,969,803)
Finance costs	**(27,656)**	(1,760,888)	(1,760,888)
Insurance	**(1,341,920)**	(2,733,065)	(2,733,065)
Other expenditure	**(2,842,780)**	(11,890,962)	(11,890,962)
	(48,935,895)	**(232,954,691)**	**(229,784,508)**
Net operating result	**126,091,531**	**(7,722,435)**	**(4,620,911)**
Capital grants, subsidies and contributions	**(702,856)**	17,001,817	11,727,365
Profit/(loss) on disposal of assets	**58,068**	1,315,872	1,050,272
	(644,788)	**18,317,689**	**12,777,637**
Net result for the period	**125,446,743**	**10,595,254**	**8,156,726**
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	**125,446,743**	**10,595,254**	**8,156,726**

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

STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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)	1,849,055	1,849,055	**11,282,099**	9,433,044	510.15%	▲
Revenue from operating activities							
Rates		153,953,920	152,639,913	**153,293,683**	653,770	0.43%	▲
Specified area rates		720,000	710,571	**688,669**	(21,902)	(3.08%)	
Operating grants, subsidies and contributions		13,469,515	1,760,559	**2,710,552**	949,993	53.96%	▲
Fees and charges		43,597,121	13,727,838	**15,088,209**	1,360,371	9.91%	▲
Service charges		250,000	203,442	**0**	(203,442)	(100.00%)	
Interest earnings		13,241,700	3,275,380	**3,246,313**	(29,067)	(0.89%)	
Fair value adjustments to financial assets at fair value through profit or loss		0	0	**0**	0	0.00%	
Profit/(loss) on disposal of assets		1,315,872	93,976	**58,068**	(35,908)	(38.21%)	
		226,548,128	**172,411,679**	**175,085,494**	2,673,815	1.55%	
Expenditure from operating activities							
Employee costs		(89,793,498)	(21,003,967)	**(19,865,363)**	1,138,604	5.42%	▲
Materials and contracts		(63,856,172)	(14,891,657)	**(10,549,619)**	4,342,038	29.16%	▲
Utility charges		(6,950,303)	(1,298,485)	**(1,548,660)**	(250,175)	(19.27%)	
Depreciation on non-current assets		(55,969,803)	(13,114,707)	**(12,759,897)**	354,810	2.71%	▲
Interest expenses		(1,760,888)	(49,823)	**(27,656)**	22,167	44.49%	
Insurance expenses		(2,733,065)	(1,278,061)	**(1,341,920)**	(63,859)	(5.00%)	
Other expenditure		(11,890,962)	(3,235,931)	**(2,842,780)**	393,151	12.15%	▲
		(232,954,691)	**(54,872,631)**	**(48,935,895)**	5,936,736	10.82%	
Non-cash amounts excluded from operating activities	1(a)	56,218,005	13,020,731	**15,666,568**	2,645,837	20.32%	▲
Amount attributable to operating activities		**49,811,442**	**130,559,779**	**141,816,167**	11,256,388		
Investing activities							
Proceeds from non-operating grants, subsidies and contributions		17,001,817	3,196,255	**(702,856)**	(3,899,111)	(121.99%)	▼
Proceeds from disposal of assets	3	1,876,100	103,440	**58,068**	(45,372)	(43.86%)	
Payments for property, plant and equipment and infrastructure	4	(79,009,358)	(13,288,280)	**(6,410,720)**	6,877,560	51.76%	▲
Right of use assets received		0	0	**0**			
Non-cash excluded from investing activities		2,475,800	0	**0**			
Amount attributable to investing activities		**(57,655,641)**	**(9,988,585)**	**(7,055,508)**	2,933,077		
Financing Activities							
Transfer from reserves	6	68,203,591	68,203,591	**10,330,083**	(57,873,508)	(84.85%)	▼
Payments for principal portion of lease liabilities		(828,113)	0	**(199,992)**			
Transfer to reserves	6	(61,080,334)	(61,080,334)	**(2,899,902)**	58,180,432	95.25%	▲
Amount attributable to financing activities		**6,295,144**	**7,123,257**	**7,230,189**	106,932		
Closing funding surplus / (deficit)	1(c)	**300,000**	**129,543,505**	**153,272,947**	23,729,442		

KEY INFORMATION

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

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

KEY TERMS AND DESCRIPTIONS
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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 30 SEPTEMBER 2026

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)	1,849,055	1,849,055	**11,282,099**	9,433,044	510.15%	▲
Revenue from operating activities							
Office of the CEO		0	0	**235**	235	0.00%	
General Counsel		7,600	385	**450**	65	16.88%	
Financial Services		179,437,496	158,185,487	**159,030,091**	844,604	0.53%	▲
Recreation & Place		19,578,544	4,835,445	**5,153,501**	318,056	6.58%	▲
Community		4,370,897	1,055,117	**1,056,633**	1,516	0.14%	
Development and Safety		4,946,777	1,757,772	**2,119,334**	361,562	20.57%	▲
Growth and Sustainability		788,101	17,825	**232,875**	215,050	1206.45%	
Parks Fleet and Waste		16,249,028	6,521,744	**6,515,764**	(5,980)	(0.09%)	
Assets and Projects		869,686	0	**699,988**	699,988	0.00%	
People and Organisational Performance		300,000	37,905	**276,625**	238,720	629.78%	
		226,548,129	**172,411,680**	**175,085,496**	2,673,816		
Expenditure from operating activities							
Office of the CEO		(3,213,555)	(644,918)	**(549,052)**	95,866	14.86%	
Legal and Compliance		(2,783,736)	(632,206)	**(535,165)**	97,041	15.35%	
Finance		(10,249,330)	(3,165,659)	**(3,118,155)**	47,504	1.50%	
Information & Technology		(14,791,587)	(4,692,097)	**(4,934,847)**	(242,750)	(5.17%)	
Recreation Infrastructure & Services		(30,167,413)	(7,051,687)	**(6,253,700)**	797,987	11.32%	▲
Community Development & Services		(10,042,246)	(2,176,590)	**(2,183,700)**	(7,110)	(0.33%)	
Operations & Maintenance		(15,094,086)	(3,527,315)	**(3,316,287)**	211,028	5.98%	
Projects		(8,777,078)	(1,696,021)	**(1,407,204)**	288,817	17.03%	
Advocacy and Engagement		(77,759,741)	(16,845,885)	**(12,980,508)**	3,865,377	22.95%	▲
Customer Experience		(52,515,975)	(12,930,685)	**(12,085,817)**	844,868	6.53%	▲
Business and Economic Development		(897,457)	(225,611)	**(173,813)**	51,798	22.96%	
Internal Recharging		2,607,036	928,487	**689,813**	(238,674)	25.71%	
		(232,954,688)	**(54,872,632)**	**(48,935,895)**	5,936,737		
Non-cash amounts excluded from operating activities	1(a)	56,218,005	13,020,731	**15,666,568**	2,645,837	20.32%	▲
Amount attributable to operating activities		**49,811,446**	**130,559,779**	**141,816,169**	11,256,390		
Investing Activities							
Proceeds from non-operating grants, subsidies and contributions		17,001,817	3,196,255	**(702,856)**	(3,899,111)	(121.99%)	▼
Proceeds from disposal of assets	3	1,876,100	103,440	**58,068**	(45,372)	(43.86%)	
Payments for property, plant and equipment and infrastructure	4	(79,009,358)	(13,288,280)	**(6,410,720)**	6,877,560	51.76%	▲
Non-cash excluded from investing activities		2,475,800	0	**0**			
Amount attributable to investing activities		**(57,655,641)**	**(9,988,585)**	**(7,055,508)**	2,933,077		
Financing Activities							
Transfer from reserves	6	68,203,591	68,203,591	**10,330,083**	(57,873,508)	(84.85%)	▼
Payments for principal portion of lease liabilities		(828,113)	0	**(199,992)**			
Transfer to reserves	6	(61,080,334)	(61,080,334)	**(2,899,902)**	58,180,432	95.25%	▲
Amount attributable to financing activities		**6,295,144**	**7,123,257**	**7,230,189**	106,932		
Closing funding surplus / (deficit)	1(c)	**300,000**	**129,543,505**	**153,272,947**	23,729,442		

KEY INFORMATION
▲▼ Indicates a variance between Year to Date (YTD) Actual and YTD Actual data as per the adopted materiality threshold. Refer to
This statement is to be read in conjunction with the accompanying Financial Statements and notes.

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

STATEMENT OF FINANCIAL POSITION

	Year to Date 30 September	Last Year Closing 30 June 2026
	$	$
Current Assets		
Cash and cash equivalents	13,260,336	23,140,897
Financial assets	174,896,673	171,000,000
Trade and other receivables	109,871,068	19,963,141
Inventories	85,617	87,123
Total Current Assets	298,113,694	214,191,161
Non-Current Assets		
Trade and other receivables	6,061,977	6,153,034
Other financial assets	148,493,577	107,412,038
Property, plant and equipment	446,179,394	446,602,929
Infrastructure	1,266,864,171	1,272,698,892
Total Non-Current Assets	1,867,599,119	1,832,866,893
Total Assets	2,165,712,813	2,047,058,054
Current Liabilities		
Trade and other payables	25,189,485	34,876,120
Other liabilities	2,390,775	2,216,758
Lease liabilities	634,239	834,231
Borrowings	0	0
Employee related provisions	11,369,019	11,041,712
Total Current Liabilities	39,583,518	48,968,821
Non-Current Liabilities		
Other liabilities	35,525,665	33,171,151
Borrowings	0	0
Employee related provisions	2,801,282	2,562,481
Other provisions	38,762,350	38,762,350
Total Non-Current Liabilities	77,089,297	74,495,982
Total Liabilities	116,672,815	123,464,803
Net Assets	2,049,039,998	1,923,593,251
Equity		
Retained surplus	791,865,265	658,023,672
Reserve accounts	249,535,153	257,930,002
Revaluation surplus	1,007,639,578	1,007,639,578
Total Equity	2,049,039,998	1,923,593,251

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

MONTHLY FINANCIAL REPORT
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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 30 September 2026

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 30 SEPTEMBER 2026

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		(1,315,872)	(93,976)	(58,068)
Less: Movement in liabilities associated with restricted cash			0	2,725,800
Add: Movement in Pensioner Rates & ESL (non-current)		0	0	29,270
Movement in accrued UGP debtors (non-current)		0	0	61,787
Movement in employee benefit provisions (non-current)		0	0	238,801
- Other Provisions		1,564,074	0	(90,919)
Add: Depreciation on assets		55,969,803	13,114,707	12,759,897
Total non-cash items excluded from operating activities		**56,218,005**	**13,020,731**	**15,666,568**

(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 2026	This Time Last Year 30 September 2025	Year to Date 30 September 2026
Adjustments to net current assets				
Less: Reserves - restricted cash	6	(257,930,002)	(229,753,490)	(250,499,821)
Less: Bonds & deposits		(3,946,162)	(3,000,561)	(3,574,876)
Add: Borrowings	5	0	2,500,000	0
Add: Lease liabilities		834,231	634,094	634,239
Add: Financial assets at amortised cost - non-current	2	107,101,682	121,739,275	148,183,221
Total adjustments to net current assets		**(153,940,251)**	**(107,880,682)**	**(105,257,237)**

(c) Net current assets used in the Statement of Financial Activity

Current assets				
Cash and cash equivalents	2	23,140,897	15,260,383	13,260,336
Financial assets at amortised cost	2	171,000,000	174,500,000	174,896,673
Rates receivables		1,992,676	81,286,692	90,884,707
Receivables		12,105,702	11,830,442	14,884,777
Other current assets		5,951,886	3,289,496	4,187,201
Less: Current liabilities				
Payables		(34,876,120)	(24,523,348)	(25,189,485)
Borrowings	5	0	(2,500,000)	0
Contract liabilities	7	(2,216,758)	(2,402,786)	(2,390,775)
Lease liabilities		(834,231)	(634,094)	(634,239)
Provisions	7	(11,041,712)	(10,540,153)	(11,369,019)
Less: Total adjustments to net current assets	1(b)	(153,940,251)	(107,880,682)	(105,257,237)
Closing funding surplus / (deficit)		**11,282,099**	**137,685,943**	**153,272,947**

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 30 SEPTEMBER 2026

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	3,239,186	0	3,239,186	NATIONAL AUSTRALIA BANK
Cash on hand	Cash and cash equivalents	21,150	0	21,150	
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	30,490,418	24,009,582	54,500,000	ING BANK
Term deposits - current	Financial assets at amortised cost	0	3,000,000	3,000,000	MYSTATE BANK
Term deposits - current	Financial assets at amortised cost	0	12,000,000	12,000,000	WESTPAC
Term deposits - current	Financial assets at amortised cost	42,000,000	0	42,000,000	NATIONAL AUSTRALIA BANK
Term deposits - current	Financial assets at amortised cost	0	13,000,000	13,000,000	CREDIT UNION AUSTRALIA
Term deposits - current	Financial assets at amortised cost	0	6,000,000	6,000,000	JUDO BANK
Term deposits - current	Financial assets at amortised cost	0	7,000,000	7,000,000	UNITY
Term deposits - current	Financial assets at amortised cost	0	10,000,000	10,000,000	DEFENCE BANK
Term deposits - current	Financial assets at amortised cost	0	27,396,673	27,396,673	RABOBANK
Other investment - non current	Financial assets at amortised cost	0	683,221	683,221	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	14,000,000	14,000,000	JUDO BANK
Other investment - non current	Financial assets at amortised cost	0	3,000,000	3,000,000	WESTPAC
Other investment - non current	Financial assets at amortised cost	0	4,000,000	4,000,000	UNITY
Other investment - non current	Financial assets at amortised cost	0	77,000,000	77,000,000	RABOBANK
Other investment - non current	Financial assets at amortised cost	0	44,500,000	44,500,000	ING BANK
Total		**85,750,754**	**250,589,476**	**336,340,230**	

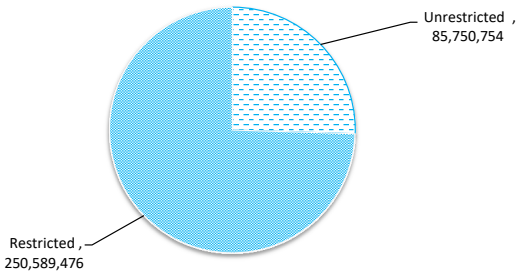
Comprising	Unrestricted	Restricted	Total Cash
	$	$	$
Cash and cash equivalents	13,260,336	0	13,260,336
Financial assets at amortised cost	72,490,418	250,589,476	323,079,894
	85,750,753	**250,589,476**	**336,340,229**

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.

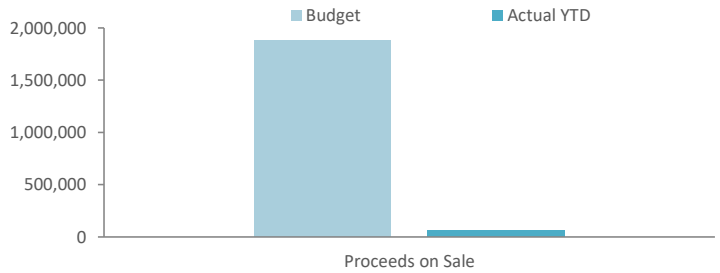
Financial assets at amortised cost held with registered financial institutions are listed in this note other financial assets at amortised cost are provided in Note 4 - Other assets.



NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

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								
		560,228	1,876,100	1,315,872	0	0	58,068	58,068	0
	Freehold Land								
	Lot 1 Semple Court South Lake	0	0	0	0	0	0	0	0
	Lot 303 Wattleup Road, Hammond Park		0	0	0	0	0	0	0
		560,228	**1,876,100**	**1,315,872**	**0**	**0**	**58,068**	**58,068**	**0**



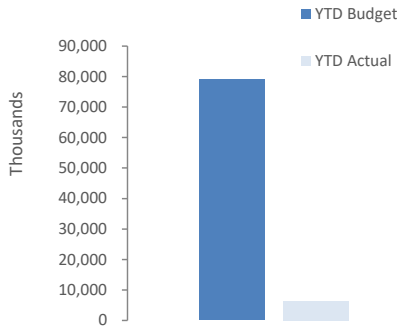
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

INVESTING ACTIVITIES
NOTE 4
CAPITAL ACQUISITIONS

Capital acquisitions	Amended Budget	YTD Budget	YTD Actual	YTD Actual Variance
	$	$	$	$
Land	0	0	25,092	25,092
Buildings	16,717,670	3,845,889	1,296,908	(2,548,981)
Furniture and equipment	9,096	3,638	895	(2,743)
Plant and equipment	14,290,594	1,131,073	2,005,118	874,045
Information technology	433,034	413,034	32,254	(380,780)
Infrastructure - roads	28,492,326	3,748,020	1,891,044	(1,856,975)
Infrastructure - drainage	5,341,436	1,158,450	343,458	(814,992)
Infrastructure - footpath	1,426,378	253,763	38,686	(215,078)
Infrastructure - parks hard	9,955,067	2,163,910	741,653	(1,422,257)
Infrastructure - landfill site	1,773,758	495,503	35,612	(459,891)
Infrastructure - marina	300,000	75,000	0	(75,000)
Infrastructure - coastal	270,000	0	0	0
Payments for Capital Acquisitions	**79,009,358**	**13,288,280**	**6,410,720**	**(6,877,560)**
Total Capital Acquisitions	**79,009,358**	**13,288,280**	**6,410,720**	**(6,877,560)**
Capital Acquisitions Funded By:				
	$	$	$	$
Capital grants and contributions	**(16,804,566)**	**(3,196,255)**	**(206,285)**	2,989,970
Proceeds from disposal of assets	**(1,876,100)**	**(103,440)**	**(58,068)**	45,372
Cash backed reserves				
Open Space Infrastructure	**(9,052,997)**	**(1,875,832)**	**(686,339)**	1,189,493
Plant & Equipment	**(9,162,663)**	**(665,802)**	**(1,565,319)**	(899,517)
Technology	**(53,034)**	**(53,034)**	**(32,254)**	20,780
Building Infrastructure	**(15,733,415)**	**(3,249,378)**	**(1,082,537)**	2,166,841
Commercial Landfill	**(2,273,758)**	**(495,503)**	**(33,249)**	462,255
Roads Infrastructure	**(20,452,795)**	**(3,068,024)**	**(922,836)**	2,145,187
Naval Base Shacks	**(105,000)**	**(50,000)**	**(21,720)**	28,280
Climate Change Mitigation	**(386,170)**	**(98,468)**	**0**	98,468
Waste Management	**(1,960,000)**	**(240,000)**	**0**	240,000
Project Contingency	**(248,562)**	**(99,425)**	**(14,981)**	84,444
Port Coogee Marina	**(400,000)**	**(75,000)**	**0**	75,000
Contribution - operations	**(500,297)**	**(18,119)**	**(1,787,131)**	(1,769,012)
Capital funding total	**(79,009,358)**	**(13,288,280)**	**(6,410,720)**	**6,877,560**

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 30 SEPTEMBER 2026

FINANCING ACTIVITIES
NOTE 5
BORROWINGS

Repayments - borrowings

Information on borrowings			New Loans		Principal Repayments		Principal Outstanding		Interest Repayments	
Particulars	**Loan No.**	**1 July 2026**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**	**Actual**	**Budget**
		$	$	$	$	$	$	$	$	$
Recreation and culture										
To assist fund the Cockburn Central West development	8	0	0	0	0	0	0	0	0	0
C/Fwd Balance		0	0	0	0	0	0	0	0	0
Total		0	0	0	0	0	0	0	0	0
Current borrowings		0					0			
Non-current borrowings		0					0			
		0					0			

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 30 SEPTEMBER 2026

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	8,182,468	0	0	10,814,961	0	(9,607,050)	(686,339)	7,032,925	7,496,129
Plant & Equipment	9,622,837	0	0	9,372,663	45,158	(4,601,528)	(1,610,478)	506,337	8,057,517
Technology	4,671,388	0	0	1,442,623	0	(741,435)	(32,254)	3,622,887	4,639,133
Building Infrastructure	81,749,130	0	0	15,801,989	0	(9,962,751)	(1,082,537)	71,394,541	80,666,593
Commercial Landfill	35,375,458	0	0	2,382,549	0	(4,128,568)	(35,749)	37,145,787	35,339,709
Land Management	13,759,805	0	0	0	0	(608,800)	0	14,686,934	13,759,805
Roads Infrastructure	28,096,841	0	0	20,452,796	0	(26,010,990)	(922,836)	42,574,188	27,174,005
Naval Base Shacks	1,558,049	0	0	105,000	0	0	(21,720)	1,348,049	1,536,329
Risk	1,933,891	0	0	0	0	0	0	2,220,282	1,933,891
Climate Change Mitigation	3,062,608	0	0	416,170	0	0	(13,823)	2,461,438	3,048,785
Waste Management	14,069,187	0	0	1,960,000	0	(317,677)	0	10,793,046	14,069,187
Project Contingency	3,786,590	0	0	684,286	0	0	(47,482)	3,369,342	3,739,108
Port Coogee Marina	3,240,824	0	0	400,000	0	(675,212)	0	3,701,246	3,240,824
Total General Revenue Reserve	**209,109,075**	**0**	**0**	**63,833,037**	**45,158**	**(56,654,011)**	**(4,453,217)**	**200,857,002**	**204,701,016**
Restricted Revenue									
Port Coogee Waterways WEMP	344,707	46,610	3,826	300,000	0	(23,305)	0	(211,113)	348,533
Port Coogee Special Maintenance SAR	2,635,773	258,538	29,701	319,734	0	(500,000)	(12,410)	3,162,766	2,653,065
Port Coogee Waterways SAR	732,600	70,890	8,150	0	0	(130,000)	0	1,057,467	740,750
Naval Base Shack Removal	1,072,312	103,844	11,916	0	0	(51,922)	0	1,168,432	1,084,228
Cockburn Coast SAR	223,382	22,226	2,506	60,820	0	(90,000)	(2,873)	297,901	223,015
POS Cash in Lieu	6,548,292	613,336	72,845	0	0	(306,668)	0	7,114,410	6,621,138
Developer Contribution Plans - Various	29,224,989	0	317,554	0	2,408,246	0	0	31,139,633	31,950,789
Aged and Disabled Asset Replacement	872,681	0	0	455,000	0	0	0	(37,319)	872,681
Restricted Funding	7,166,190	0	0	3,235,000	0	(3,324,428)	(5,861,583)	4,909,330	1,304,607
Total Restricted Revenue Reserve	**48,820,927**	**1,115,444**	**446,498**	**4,370,554**	**2,408,246**	**(4,426,323)**	**(5,876,866)**	**48,638,826**	**44,926,124**
Total Cash Reserve	**257,930,002**	**1,115,444**	**446,498**	**68,203,591**	**2,453,404**	**(61,080,334)**	**(10,330,083)**	**249,495,828**	**249,627,140**

KEY INFORMATION

NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
FOR THE PERIOD ENDED 30 SEPTEMBER 2026

OPERATING ACTIVITIES
NOTE 7
OTHER CURRENT LIABILITIES

Other current liabilities	Note	Opening Balance 1 July 2026	Liability Increase	Liability Reduction	Closing Balance 30 September 2026
		$	$	$	$
Contract liabilities					
Unspent grants, contributions and reimbursements - non-operating		2,216,758	496,919	(322,903)	2,390,775
Total unspent grants, contributions and reimbursements		2,216,758	496,919	(322,903)	2,390,775
Provisions					
Annual leave		5,503,257	22,881,545	(22,554,238)	5,830,564
Long service leave		5,538,455	0	0	5,538,455
Total Provisions		11,041,712	22,881,545	(22,554,238)	11,369,019
Total other current liabilities		**13,258,470**	**23,378,464**	**(22,877,141)**	**13,759,793**

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 30 SEPTEMBER 2026

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
OP9107	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		10,268		310,268
OP9470	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(10,268)	300,000
OP8992	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		844		300,844
OP9307	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(6,630)	294,214
OP8854	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(5,000)	289,214
OP4896	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		18,155		307,369
OP9460	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		17,823		325,192
OP9107	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(5,134)	320,058
OP9476	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		10,347		330,405
OP9470	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		12,858		343,263
OP9108	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Revenue		474		343,737
OP9492	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(4,579)	339,158
OP8855	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(4,579)	334,579
OP8856	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(4,579)	330,000
OP9021	Adoption of Annual Events Calendar	OCM 09.06.26	Operating Expenses			(30,000)	300,000
				0	**70,768**	**(70,768)**	

14.3 Infrastructure Services

14.3.1 (2026/MINUTE NO 0175) RFT 23/2026 - Shade Sail Systems (Redesign, Renewal and Repair)

Responsible Executive	Director Infrastructure Services
Author(s)	Service Lead Parks
Attachments	1. Confidential Attachment 1 - RFT 23/2026 - Shade Sail Systems - Evaluation Scores **(Confidential)** 2. Confidential Attachment 2 - RFT23/2026 - Shade Sail Systems - Schedule of Rates **(Confidential)**

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ACCEPTS the tender submission for RFT 23/2026 – Shade Sail Systems (Redesign, Renewal and Repair), received from Newhaven Family Investments Pty Ltd & The Trustee for Lucwambu Discretionary Trust t/a Perth Better Homes as the most advantageous, for an estimated contract sum of $1,061,088 (Ex GST).

The tender is based on the Schedule of Rates detailed in Confidential Report – Attachment 2, applicable for a contract term of three (3) years which may increase subject to CPI and approved Council operational and project budgets each financial year.

The tender includes discretionary options to extend the contract term for one (1) year and subsequently up to an additional twelve (12) months, exercisable under Delegated Authority and subject to CPI and approved Council operational and project budgets each financial year.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 8/0

Background

The City of Cockburn sought the services of a suitably qualified and experienced Shade Sail Systems Contractor for the Principal's shade sail requirements at locations throughout the City of Cockburn area.

The City currently maintains approximately 539 shade sails across parks, playgrounds, reserves and community facilities. The Contract will primarily support:
• Replacement of ageing shade sail assets;
• Redesign of existing shade sail structures;
• Repairs to existing assets; and
• Associated engineering and certification services.

The proposed Contract will be in place for a period of three (3) years from the date of award; with City instigated options to extend the period for a subsequent one (1) year period and up to an additional twelve (12) months after that, to a maximum of five (5) years.

Tender Number RFT 23/2026 – Shade Sail Systems (Redesign, Renewal and Repair) was advertised on Saturday, 29 August 2026, in the Local Government Tenders section of "The West Australian" newspaper. It was also displayed on the City's eProcurement platform, website and public noticeboards between Saturday, 29 August 2026 and 2:00pm (AWST) Tuesday, 22 September 2026.

Submission

The tender closed at 2:00pm (AWST) Tuesday, 22 September 2026 and two (2) submissions were received from:

Tenderer's Name	Registered Business Name
Perth Better Homes	Newhaven Family Investments Pty Ltd & The Trustee for Lucwambu Discretionary Trust
Oasis Tension Structures	Oasis Shade Structures 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 the Certificate of Warranty

Compliant Tenderers

Two (2) submissions were received, after compliance checks were conducted, both submissions were released for evaluation.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	10%
Tenderer's Resources	15%
Methodology	15%
Sustainability	10%
Local/Regional	10%
Price	40%
TOTAL	**100%**

Tender Intent/ Requirements

The City sought the services of a suitably qualified and experienced Shade Sail Systems Contractor for the Principal's shade sail requirements at locations throughout the City of Cockburn area.

Evaluation Panel

The tender submissions were evaluated by the following:

Name	Position
Neil Dumais (Chair)	Service Lead Parks
Daniel Arndt	Director Sustainable Development & Safety
Daniel Fortini	City Facilities Technical Officer
Craig Martindale	Project Manager
Asanka Vidanage	Service Lead Waste Management
Janelle Keene (Local/Regional only)	Service Specialist Tenders & Contracts
Probity Role:	
Mimma Tassone	Tenders & Contracts Officer

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
** Perth Better Homes	**39.68%**	**40.00%**	**79.68%**
Oasis Tension Structures	24.86%	22.78%	47.64%

** Recommended Submission

Evaluation Criteria Assessment

Demonstrated Experience

The evaluation panel found that both Tenderers demonstrated experience in the design, manufacture, installation and maintenance of shade sail structures. However, Perth Better Homes provided a stronger response through the submission of three comparable Western Australian local government contracts, including the Cities of Wanneroo, Bunbury and Mandurah, demonstrating direct experience in delivering similar services within the local government environment.

Their submission also included detailed organisational information, corporate structure and extensive operational history within Western Australia.

Oasis Tension Structures demonstrated experience through several large and complex projects; however, all examples were based in Victoria, with limited evidence of successfully delivering similar contracts within Western Australia. The panel considered local government and Western Australian experience to be a significant advantage given the nature of the contract.

Tenderer's Resources

Perth Better Homes demonstrated strong organisational capacity through the provision of details for multiple current and recently completed Western Australian contracts, experienced key personnel, qualified staff and contingency arrangements.

The Tenderer demonstrated the ability to allocate sufficient resources to undertake the Contract requirements without impacting existing commitments. Their submission confirmed access to additional personnel, subcontractors and backup equipment to ensure continuity of service delivery.

Whilst Oasis Tension Structures identified support through its parent company, PlayCo, the panel noted limited evidence of dedicated Western Australian resources and no current Western Australian shade sail contracts. The proposed delivery model relied heavily on interstate management and subcontracted resources, resulting in concerns regarding response times, site attendance and overall contract responsiveness.

Methodology

Perth Better Homes provided a comprehensive methodology that addressed all key aspects of the specification including inspection, assessment, design, engineering certification, manufacture, installation, safety management and quality assurance processes. The submission demonstrated a clear understanding of contract delivery and provided appropriate procedures for scheduling, reporting and maintaining service continuity.

Oasis Tension Structures provided an acceptable methodology and demonstrated a sound understanding of the design and installation process. However, the panel identified deficiencies relating to emergency response arrangements, the management of urgent works and the storage of removed shade sails. The submission confirmed that Oasis does not currently have the capacity to store approximately 450 shade sails as required under the specification and that storage costs had not been included in their pricing. This represented a significant risk to the City.

Sustainability

Both Tenderers demonstrated environmental and sustainability initiatives. Perth Better Homes submission outlined environmental management practices aligned with ISO 14001 principles, waste reduction initiatives and measures aimed at reducing environmental impacts associated with operations. The submission also provided policies supporting diversity, equity and inclusion outcomes.

The sustainability information provided by Oasis Tension Structures largely related to initiatives undertaken by its parent company, PlayCo. Whilst these initiatives were considered positive, the panel found limited evidence of sustainability outcomes directly attributable to Oasis Tension Structures. Additionally, neither Tenderer demonstrated strong social procurement outcomes, although Perth Better Homes provided a commitment to develop a contract-specific Social Procurement Plan if required.

Local/Regional

Perth Better Homes achieved the highest score under the Local criterion due to its business location within Wattleup, employment of local personnel and demonstrated commitment to utilising local suppliers and subcontractors. The Tenderer also committed to implementing a Local Employment and Participation Plan which included targets for local employment, training and participation opportunities.

Oasis Tension Structures is headquartered in Victoria and provided limited evidence of local employment outcomes or regional economic benefits within the City of Cockburn or Perth South West Metropolitan Alliance region. While the company indicated intentions to increase local employment over time, these commitments were not contract-specific or supported by measurable targets.

Summation

The evaluation panel determined that Newhaven Family Investments Pty Ltd & The Trustee for Lucwambu Discretionary Trust t/as Perth Better Homes submitted the most advantageous Tender, achieving the highest qualitative score and the lowest conforming tender price. The Tenderer demonstrated:

- Extensive experience delivering similar shade sail installation and maintenance contracts for Western Australian local governments
- Strong organisational capacity, qualified personnel and suitable contingency arrangements
- A comprehensive methodology addressing all aspects of the specification and service requirements
- Demonstrated commitment to supporting the local economy through local employment, suppliers and subcontractors
- The best value-for-money outcome for the City.

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.

Our Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Plan for growth and sustainable development.
• Strengthen unique, liveable and adaptive places.

Budget/Financial Implications

The estimated contract value from Perth Better Homes is $1,061,088 Ex GST for the term of the Contract.

Adequate funding exists within the City's approved Parks and Environment operational and capital budgets for the inspection, maintenance, repair, manufacture and replacement of shade sail infrastructure.

The contract is schedule-of-rates based and expenditure will be dependent upon annual budget allocations, asset condition, inspection outcomes, programmed replacement works and any additional shade sail infrastructure installed during the contract term.

The estimated contract value has been developed using the City's current shade sail asset inventory, historical expenditure, anticipated maintenance requirements and the submitted rates from the recommended Tenderer.

Contract expenditure may vary throughout the contract period based on asset lifecycle requirements, storm damage, vandalism, emergency repairs, growth in the City's asset portfolio and future Council budget decisions.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

If the recommendation is not approved, the City would be required to continue managing shade sail inspection, maintenance and replacement activities through existing internal resources or undertake an alternative procurement process.

Current internal resources do not have the specialist design, engineering certification, manufacture and installation capabilities required to effectively deliver the full scope of shade sail services across the City's asset portfolio.

A delay in awarding the Contract may result in inspection and maintenance works being deferred, increasing the risk of asset deterioration, reduced shade provision and extended periods where structures are unable to be returned to service following removal or damage.

Failure to undertake timely inspection, maintenance and replacement of shade sail infrastructure may increase the risk of asset failure, public safety incidents, damage to City property and potential public liability claims.

Reduced availability of functional shade structures may also negatively impact the community's use and enjoyment of parks, playgrounds, sporting facilities and public open spaces, particularly during periods of high temperatures and increased UV exposure.

Delaying contract commencement may result in increased costs to the City, reduced contractor availability and disruption to planned maintenance and replacement programs. This is particularly significant due to the seasonal nature of shade sail installation and removal activities and the requirement to safely manage approximately 450 shade sails across the City's network.

Awarding the Contract to the recommended Tenderer mitigates these risks by providing access to an experienced local contractor with demonstrated capability, established Western Australian resources and sufficient capacity to deliver the required services throughout the contract term.

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 10 November 2026 Ordinary Council Meeting.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

14.4 Community and Place

14.4.1 (2026/MINUTE NO 0176) Treeby East Reserve Master Plan

Responsible Executive Director Community and Place

Author(s) Community Facilities Advisor

Attachments
1. Treeby East Reserve Master Plan ⇩
2. Treeby East Reserve Staging Plan ⇩
3. Engagement Outcomes Report ⇩

Council Decision
MOVED Deputy Mayor P Corke SECONDED Cr C Stone
That Council:

(1) NOTES the completion of the public comment period for Treeby East Reserve Master Plan;

(2) RECEIVES the Community Engagement Report for Treeby East Reserve Master Plan;

(3) ENDORSES the Treeby East Reserve Master Plan for progression to detailed design project phase for Stage 1 of the development; and

(4) ADVISES the Department of Education that the City requires confirmation of capital cost contributions, land tenure, well and ground water licenses to ENABLE the City to award a tender to commence construction.

CARRIED 8/0

Background

Treeby East Reserve is in Treeby on the corner of Lycaste Parade and Torwood Avenue. The reserve is a shared-use site of approximately 4 hectares which will support the sporting and recreational needs of the surrounding community as well as use by the adjacent future Treeby East Primary School.

In 2025, the Department of Education (DoE) announced the opening of the future Treeby East Primary School for 2028. In response the City of Cockburn (City) commenced planning of the reserve and development of a Master Plan in collaboration with DoE to ensure to a turfed playing area.

Whilst the City has led planning and community engagement, it is important to note that a number of external critical elements are yet to be resolved, which may impact on the timing of provision of the reserve. These elements include:

- Land tenure being transferred to City of Cockburn
- Transfer of groundwater licence from the Developer
- Approval to construct a well from Department of Water and Environmental Regulations
- Agreement in principle to capital cost contribution by DoE for the shared use component.

Following confirmation by the DoE to the capital cost contribution the City will be in a position to award a tender to commence construction. An operational Shared Use Agreement with Department of Education will also be finalised.

A report was presented to Council on 14 July 2026 to seek endorsement of the draft Master Plan for Treeby East Reserve for the purpose of public comment.

The public comment period was held from the 21 July to the 17 August 2026. The purpose of this report is to present the results the public comment period and seek final endorsement of the concept design.

Submission

N/A

Report

Community engagement on the draft Treeby East Reserve Master Plan demonstrated broad support for the proposed mix of sporting, recreational and community facilities. A total of 98 survey responses were received, with the majority of respondents living within walking distance of the reserve.

Feedback highlighted strong support for facilities that promote physical activity, family recreation and community connection. Concerns raised regarding parking, traffic, lighting, noise, dog management and safety have been considered through the planning and design process and do not warrant amendment of the draft Master Plan.

Officers therefore recommend Council endorse the final Master Plan to enable progression to detailed design and delivery in alignment with the planned opening of Treeby East Primary School in 2028.

<u>Community Engagement Outcomes</u>

The results from the community engagement for Treeby East Reserve indicated a strong level of support for development of the reserve and provision of sporting and recreational activities. Facilities that supported everyday recreation, family activities and community connection were highly valued such as walking paths, picnic areas, seating, shelters, open space and trees.

Playgrounds, sporting facilities and recreation spaces such as the skate and scooter elements, pump track and netball ring were valued for encouraging physical activity for children of different age ranges and families.

Concerns raised for consideration through the community engagement included sufficient parking, traffic, lighting spill, dog management, noise, safety/anti-social behaviour and residential amenity (maintenance).

The City undertook a review of the community engagement feedback and has recommended that no further changes to the Treeby East Reserve master plan are required. The Treeby East Reserve Master Plan is provided in attachment one. The proposed staging of the master plan elements also requires no changes and is provided (refer Attachment 2).

It is noted that the concerns expressed by the community about some activities are typical for developments of this nature. As such, many planning and/or design strategies have already been considered.

The approach to these concerns within the master plan is outlined below in table one.

Table One: Key Community Concerns and City Response

Item	City Response
Sufficient parking to support reserve use	The reserve car parking is proposed to have approximately 40 bays. The City has also discussed with DoE to keep the school parking accessible during non-school times to allow for over-flow carparking if required. There is also off-street parking along the road. Based on the reserve's scale, anticipated sporting capacity and comparison with similar district open spaces, approximately 40 parking bays are considered sufficient to support typical use patterns. Access to adjacent school parking outside school hours is also being explored through the shared-use arrangements with the Department of Education. As the reserve can only accommodate one sports field and the building footprint is compact, it is anticipated that the parking and overflow proposed will be adequate. The reserve and building are not the size of Treeby Reserve which can host multiple functions at one time.
Traffic	Traffic modelling was considered during the structure plan stage and includes consideration of proposed community uses and primary school. The primary entry to the reserve carparking is proposed to be off Torwood Avenue adjacent the bushland, not the road next to residential properties. DoE has also been included in the master plan development with adjustments made to allow for connection of the carparking between sites to assist with traffic flow.
Lighting spill	Sports floodlighting has been included for stage two of the project. Any floodlighting need to comply with the Australian Standards to minimise impact to adjacent residents.

Dog management	The City encourages responsible dog ownership with all dog owners needing to abide by the *Dog Act (1976)*. Dogs must be on lead in all areas unless signage states otherwise. It is noted that 72% of survey respondents indicated that they would prefer Treeby East Reserve to be a dog on-lead location. As such, it is not proposed to change the default on-lead designation of Treeby East Reserve. Any change to this dog on-lead designation would require further Council consideration.
Noise	Treeby East Reserve is designated as a district open space which will provide for sporting and recreational activities. There is an associated level of noise generated from these spaces for general play and organised sport. The building and carpark sit on the west side of the reserve adjacent to bushland, and further from residential development. The skate/scooter spot has been positioned to achieve a buffer of 50 metres from the nearby houses and co-located with other recreational activities (playground, picnic area) which reduces the impact of noise from a single source.
Anti-social behaviour and safety	Crime prevention through environmental design (CPTED) is a key principle used to guide planning and design of community infrastructure. This includes consideration such as visibility through passive surveillance, maintaining lines of sight, lighting and appropriate vegetation choices. It also includes the co-location of infrastructure to prevent the isolation of user groups and create sufficient activity in and around the community spaces. An example of CPTED in the master plan is co-locating activities such as the playground, skate/scooter elements, picnic space and BBQs adjacent the community building. In addition, the public toilet is proposed to open out to this high activity node. The adjacent road and circuit path offer increased passive surveillance and visibility. It is noted the primary school will have their procedures to manage anti-social behaviour and safety. Other elements of safety which sit outside the master plan include maintenance and monitoring.
Residential amenity and maintenance	The City's asset management planning incorporates appropriate maintenance requirements and schedules for its community infrastructure.

Further discussion of the community engagement process and feedback to the community on their comments are captured in the 'community consultation' section of this report.

Next Stages

Following the Council meeting, the broader community who provided feedback and other key stakeholders will be advised of the outcomes. If endorsed, this will finalise the planning phase and ensure readiness to progress to detailed design and delivery of stage one.

Stage one includes the turfed area, school path access and shared zone, cricket nets, jump pit, netball ring, path circuit, playground and park infrastructure, tree planting and landscaping, bollards and fencing required to support the school opening in 2028. It also includes associated works such as irrigation, scheme water and power supply.

Stage two includes future community infrastructure elements such as the community and sport building, car park, sports lighting, junior dirt pump track, skate/scooter spot, and other amenities subject to future budget allocation.

The progression to the next phase of the project is essential to align with the future Treeby East Primary School opening in 2028.

The endorsed master plan will also inform the shared-use agreement with DoE in line with the City's endorsed framework.

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.

Our Governance

Transparent leadership that listens, communicates openly, and plans for a sustainable future.

• Strengthen engagement, communication and enhance customer experience.

Budget/Financial Implications

The City is proposing to undertake a design and construct approach to enable works and funding to be brought forward in 2026/2027. The realignment of the project schedule and associated budget allocation will be the subject of a future budget adjustment request.

The total estimated cost for Treeby East Reserve development is $10.4mil (ex GST) excluding works already completed by the developer (bulk earthworks and clearing).

The development is proposed to be divided into two stages to ensure essential works required to complete the turfed area for school use in 2028.

As such, budget allocation has been divided into stage one and stage two and currently shown across three financial years in the 10 year Forward Capital Works Model.

The Treeby East Reserve is subject to multiple funding sources through developer POS contribution, DCP15, City municipal funds and Department of Education contribution. It is anticipated that external funding will account for 46% of the project total estimated cost while the remaining 54% will be contributed by the City.

A breakdown of the current project stages, costing and contribution split is shown in table two (2).

Table Two: Cost Estimation and Breakdown

Stage	Cost	Financial Year	Funding Source
Stage 1	$4,906,894	FY27 – Detailed Design FY28 – Construct	Internal: 41% External: 59%
Stage 2	$5,456,020	FY28 – Detailed Design FY29 – Construct	Internal: 65% External: 35%
Total Estimated Project Cost	$10,362,913		Internal: 54% External: 46%

Treeby East Reserve is currently captured within the City's 10 year Forward Capital Works Model with a total allocation of $7.8million. In conjunction, a total of $2.7 million is attributed to the project through the developer's POS contribution requirements.

Table 3: 10 Year Forward Capital Works Model

Current 10Year Project Timing	**FY27**	**FY28**	**FY29**	**Total**
10 Year Budget	$5,644,390	$500,000	$4,376,966	$10,521,355

Operational costs have been estimated based on existing City facilities and reserves for this stage of the masterplan. It is anticipated the building will be between $35,000 to $40,000 of annual operating costs while the reserve can be within a range of $100,000 to $145,000 per annum. More refined operating and lifecycle costs will be determined at detailed design stage.

Stage two remains subject to future budget allocation.

Legal Implications

Treeby East Reserve is subject to Development Contribution Plan 15 (DCP15) for community infrastructure in the Treeby and Jandakot catchments. The City will enter a shared-use agreement with DoE for Treeby East Reserve.

Community Consultation

Engagement on Treeby East Reserve was open for 4 weeks from 21 July to 17 August 2026. During this period, the City invited community members, stakeholders, and potential future users to provide feedback on the draft master plan.

Community members were invited to participate either through an online survey, by phone, face-to-face discussion and/or email.

Information was provided on the 'Comment on Cockburn' website and advertised through direct email, on-site signage, letters distributed to 340 residents, social media posts, e-newsletters and stakeholder meetings.

A total of 98 people completed survey responses with the majority living within walking distance (87%). Direct conversation was held with two residents as well as the developer representatives who had recently surveyed their local community. Overall feedback demonstrated broad support for the proposed mix of sporting, recreational and community facilities.

When asked what they are most supportive of, respondents listed a wide range of proposed facilities including picnic areas, BBQs, path circuit, sports area, playground, cricket nets, pump track, skate and scooter elements, drink fountains, lighting, netball ring, trees and green space. This shows the broad appeal the master plan has for the local community.

The key findings from the engagement included:

- There was wide support for playgrounds and play experiences for a broad age range, with specific gaps in provision noted for toddlers and younger children as well as for teenagers and older children.
- Respondents strongly supported facilities that allow for broad community use and include both organised sport and everyday recreation.
- Requests for additional facilities included court-based recreation such as tennis and pickleball.
- Shade, tree canopy, and gathering spaces were reoccurring priorities.
- The community and sport building is viewed as a flexible space for community and sporting use with the highest use requested being birthday parties and celebrations.
- Key considerations raised include parking, traffic, lighting, safety and dog management.

The key findings from the community engagement were consistent with the online parks survey results the Developer reported in April 2026.

Their survey had 179 responses and indicated desirable features included grassed areas, basketball hoop, court-based recreation, BBQs and fitness elements. In addition, the Developer survey noted demographic variety in requests for pickleball, cricket nets, basketball and BMX jumps and distance line markings.

The approaches to community concerns regarding parking, traffic, lighting, safety, dog management and residential amenity have been outlined in the previous section (Table One).

Commentary on other community feedback, requests for alternative facilities and general queries are listed in table two below.

Table Two: Community Feedback and City Response

Community Feedback Theme	City Response
Size of the playground – too small	The activity node containing the playground is restricted in size as it is located next to an underground water storage which cannot have footings for play equipment installed, and the edge of the reserve. The playground design will aim to complement (not duplicate) activities offered at other playgrounds within walking distance, while addressing gaps in provision where possible.
Playground user age – requests multiple age ranges including for toddlers as well as items for older children and teenagers	The playground will look to provide a range of play experiences with consideration for the existing play experiences nearby. This analysis of surrounding play opportunities identified two large playgrounds (Torwood Park and Gavilea Park) within walking distance with extensive rope climbing, large climbing structures with slide access, sand and water play, flying fox and parkour. A smaller local playground at Bountiful Park provides smaller scale items for sand play and bird's nest swing. A notable gap in the local area is a slide with improved accessibility (ramp/stairs as opposed to rope climbing) as well as additional swings to suit younger children. The skate/scooter elements and BMX track have been provided to address gaps in wheeled activities as part of the play opportunities in the reserve. Given the size restrictions, these spaces are small in scale and offer skill practice for local children within walkable catchment of their homes and school before progression to larger facilities elsewhere.
Requests for specific play elements such as slides, inground trampoline, water play, swings with seat. Also requests to avoid soft fall due to heat and another to avoid wood chips.	Specific play equipment and surface treatments will be finalised during detailed design. Based on feedback and review of other local playgrounds it is likely equipment for Treeby East Reserve will include slides and a play structure with improved accessibility (i.e. ramp/stairs access), a variety of swings suitable for different ages and bouldering climbing element. Water play is typically provided at larger playgrounds due to cost and maintenance requirements. Both Gavilea and Torwood Park have water play elements and so it is not proposed to include at Treeby East Reserve. Similarly, inground trampolines require more fall space and maintenance requirements hence they are unlikely to be provided.

Fenced playground	A fence is proposed to run alongside the southern boundary to limit direct access to the road and roundabout by children (shown in red in the master plan – refer Attachment 1).
Inclusion of tennis and more court-based recreation	The size of Treeby East Reserve and restrictions created by the drainage infrastructure mean there is insufficient space to provide tennis courts. The City will raise this request with DoE about access to the primary school hard courts for tennis. This would be subject to discussion with the future Principal. Pickleball has been proposed within a new Developer park in the north section of Lake Treeby development along with parkour, multi-ball games and hit up wall. The inclusion of outdoor table tennis will be considered as part of stage two in conjunction with the community and sport building.
Provision of basketball hoop and potential co-location with the netball ring	There is a full court basketball court at Gavilea Park, and basketball hoop proposed within the north section of Lake Treeby development. The City has also negotiated with DoE for access to the Treeby East Primary School basketball hard courts outside of school hours. The netball ring has been specifically provided given gaps in netball ring provision and to support female sports participation.
Use of the community and sport building for swimming and aquatic facilities, indoor courts such as squash, badminton and gym. Ability to hire the building for functions, children's activities, meeting space and fitness groups.	The proposed community and sport building will not have capacity to accommodate indoor courts, gym facilities or swimming pool. The space is not large enough and there is existing provision of aquatic and hard-court facilities at the City's Cockburn ARC which is within 5km of Treeby East Reserve. The building will provide changerooms for future sporting use and a multi-purpose room with the ability to cater for community hire such as children's birthday parties, small functions and fitness groups.
Provision of swimming and aquatic facilities and indoor courts	The City's Cockburn ARC is within 5km of Treeby East Reserve and provides for both aquatic and hard-courts sports provision.
The need for cricket nets	Cricket nets are a requirement for the future Treeby East Primary School and will be provided.
Concerns of attracting teenagers and young people	Treeby East Reserve is a district open space which is part of a network of open spaces within the Treeby suburb that support sporting and recreational use by the whole community. The City aims to provide a safe and welcoming location that family groups can enjoy together and does not discriminate between family members or age. Treeby East Reserve is adjacent the Treeby East Primary School and as such, young people are a key user group of the reserve. School aged children participate in many activities including skate, scooter and BMX. In addition, the City has incorporated findings from Nature Play WA in creating inclusive recreational spaces for teenage girls. This includes circular seating areas, netball hoop, swings and circuit

	path. Their report also shows that skateboarding and scootering attracted girls more than a basketball court.
There is existing BMX track nearby	The closest BMX pump track is the Calleya Junior BMX Park which is 2.7 km away at Sapphire Park. This BMX track is not within the catchment for Treeby East Reserve and provides a bitumen style BMX racing experience rather than a dirt track. Both facilities complement each other with the one proposed at Treeby East Reserve being smaller and more compact, better suited to beginner skill development.
Provision of shade, trees and shelters	The master plan looks to maximise options for tree plantings and increasing canopy cover. Shaded picnic areas have been provided within the activity node and shade sails will be included for the playground.
Sporting provision requests include AFL goals, sports floodlighting, soccer facilities, cricket, track marking, volleyball.	The provision of sport specific infrastructure will be investigated in stage two. Floodlighting will be provided with the final design subject to the sporting use. As well as adhering to Australian Standards for light spill and levels, the floodlights will align with the City's standard use times which are up to 9pm on Monday to Thursday and 10pm on Friday and Saturday evenings.
Ensure the jump pit is well maintained	The jump pit will form part of the City's asset management and associated maintenance schedule.
Inclusion of fenced dog park	The size and restrictions of Treeby East Reserve as well as its shared use with the adjacent Primary School do not allow sufficient space for an enclosed dog park. There is an existing enclosed dog park within Treeby in Clementine Park.
Request for skate spot range from elements such as a bowl and competition standard to beginner level such as a manual pad as opposed to rails.	The size and restrictions of Treeby East Reserve mean a larger skate and scooter area is not feasible. The skate and scooter spot is proposed to provide for beginner elements which allow for skill progression to larger skate parks such as Atwell Skatepark.
Request for a larger jump track included with the pump track	The size and restrictions of Treeby East Reserve mean a larger track is not feasible. The design of the pump track inclusive of the opportunity for a jump line will be considered during detailed design of stage two. The size of the proposed track is no larger than the pump track at Barrow Park, North Coogee.
Inclusion of a community garden	There is an existing community garden located in Treeby in Clementine Park. There is no proposal for a community garden at Treeby East Reserve.
Café and commercial precinct	Treeby East Reserve is designated as public open space for sporting and recreation purposes as well as shared use by the adjacent Primary School. There is no café or commercial activity planned within the reserve.
Inclusion of drinking fountains, bins, dog poo bags and seating	Park infrastructure will include the provision of drinking fountains, bins, dog bags and seating.

Provision of trees for shade and water wise plants	The City will look to maximise the tree planting for shade and canopy cover. Landscaping and planting will also consider water sensitive design, appropriate species selection and native habitat support.
Provision of connection for food trucks	Access for food trucks will be considered in stage two of the project in conjunction with the carpark development.

The feedback from the community engagement has been valuable for guiding the future facilities at Treeby East Reserve. The community will be kept updated as the project progresses through detailed design and delivery.

The full community engagement report is provided (refer Attachment 3).

Risk Management Implications

The draft Master Plan was prepared based on comprehensive planning and design investigations in collaboration with the DoE and is supported by community feedback. Progression to the detailed design phase is essential to address further technical requirements such as water allocation and electrification of the site.
Failure to endorse the Master Plan at this stage is likely to delay detailed design, shared-use agreement negotiations, technical investigations and procurement activities. This may compromise the City's ability to establish the playing field in time to support the planned opening of Treeby East Primary School in February 2028.

Advice to Proponent(s)/Submitters

Community members who have provided feedback for the public comment period have been advised that this matter is to be considered at the 10 November 2026 Ordinary Council Meeting.

Implications of Section 3.18(3) Local Government Act 1995

Nil.



LEGEND

- SHARED DOE & CITY ZONE
- TURF
- PLANTING
- GREY CONCRETE
- EXPOSED AGGREGATE CONCRETE
- DECKING OVER STORMWATER BUBBLE-UP
- SUMMERSTONE FINES STABILISED GRAVEL
- MULCH ONLY
- PLAY MULCH
- RUBBER SOFTFALL
- STAIRS
- RAMP
- TERRACES
- SCOOTER BERMS
- PICNIC SHELTER AND PICNIC TABLE
- CANTILEVER SHELTER
- SHADE SAILS
- BBQ
- BENCH SEAT WITH BACK AND ARMS
- TIMBER SEAT WITH STEEL POSTS
- FIXED OUTDOOR SEATING AND TABLES
- FEATURE BOULDERS
- SPORTS FIELD FLOOD LIGHTS
- DRINK FOUNTAIN
- RECYCLED PLASTIC BOLLARDS
- FENCING
- JUMP PIT
- PROPOSED TREE

1 SPORTING FIELD
2 COMMUNITY AND SPORTS BUILDING
3 RESERVE CARPARK
4 MAINTENANCE / EMERGENCY ACCESS
5 CRICKET NETS
6 EXISTING SEWER PUMP STATION
7 JUNIOR DIRT PUMP TRACK
8 NETBALL RING
9 SKATE/SCOOTER SPOT
10 PLAYGROUND & PICNIC AREA
11 BUBBLE UP PITS

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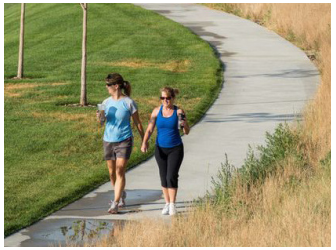
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A	11.05.26	CONCEPT DESIGN

TREEBY EAST RESERVE CONCEPT DESIGN
CITY OF COCKBURN

CONCEPT DESIGN
SK1-3

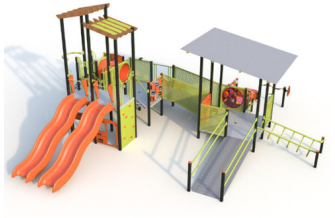

CIRCUIT PATH - CONNECTIONS


CIRCUIT PATH - ACTIVE SPACE


CIRCUIT PATH - SCOOTER BERMS


PUMP TRACK

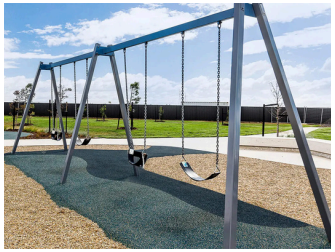

SKATE SPOT


ALL ABILITIES PLAY ELEMENT


ROCK CLIMBING ELEMENT


NEST SWING


UNIVERSAL SPINNING CAROUSEL


A FRAME QUAD SWING


NETBALL HALF COURT

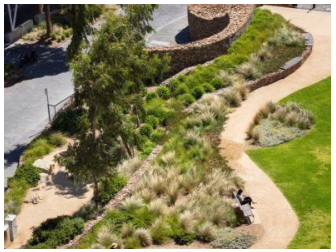

PASSIVE NODES


PICNIC NODES


ACCESS TO OVAL FROM CLUB ROOMS


ACCESS TO OVAL FROM SCHOOL


STAIRS AND TERRACE INTEGRATION


PLANTING


CRICKET NETS WITH RETAINING WALL


CRICKET NETS


SPORTING FIELD WITH FLOOD LIGHTS

NOTE: THESE ARE INDICATIVE IMAGES FOR INFORMATION AND EXAMPLE ONLY AND ARE NOT INTENDED TO BE EXACT REPRESENTATIONS OF THE FINAL OUTCOME

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I	14.05.26	CONCEPT DESIGN
H	12.05.26	CONCEPT DESIGN
G	08.04.26	CONCEPT DESIGN
F	10.03.26	PRELIMINARY
E	04.03.26	PRELIMINARY
D	27.02.26	NOT ISSUED

TREEBY EAST RESERVE CONCEPT DESIGN
CITY OF COCKBURN

BENCHMARK IMAGES
SK0-1



LEGEND - STAGING PLAN

STAGE ONE

1. SCHOOL ACCESS AND SHARED ZONE (PATH, RAMP AND STAIRS)
2. SPORTS TURF
3. CRICKET NETS
4. JUMP PIT
5. PATH CIRCUIT
6. PLAYGROUND
7. PARK INFRASTRUCTURE (PICNIC SHELTER, SEATING, BBQ, DRINK FOUNTAIN)
8. TREE PLANTING AND LANDSCAPING
9. BOLLARDS AND FENCING
10. NETBALL RING

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TREEBY EAST RESERVE CONCEPT DESIGN
CITY OF COCKBURN

CONCEPT DESIGN
SK1-3



LEGEND - STAGING PLAN

STAGE TWO

11. COMMUNITY AND SPORTS BUILDING
12. RESERVE CARPARK
13. JUNIOR DIRT PUMP TRACK
14. SKATE/SCOOTER SPOT
15. SPORTS FLOODLIGHTS
16. SPORTS SPECIFIC ITEMS (GOALS, LINE MARKINGS ETC)
17. PUBLIC TOILET (WITH BUILDING)
18. PASSIVE NODES

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CITY OF COCKBURN

CONCEPT DESIGN
SK1-3

Engagement Outcomes Report

Treeby East Reserve

August 2026



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Community priorities and preferences 12
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Next steps 18

Acknowledgement of Country

Cockburn Nyungar moort Beeliar boodja-k kaadadjiny. Koora, yeyi, benang baalap nidja boodja-k kaaradjiny.Ngalak kaditj boodjar kep wer kaadidjiny kalyakool yoodaniny, wer koora wer yeyi ngalak Birdiya koota-djinanginy.

The City of Cockburn acknowledges the Nyungar people of Beeliar Boodjar. Long ago, now and in the future they care for Country.

We acknowledge a continuing connection to Land, Waters and Culture and pay our respects to Elders, past and present.

Background

Treeby East Reserve is a future public open space being planned to support the growing Treeby community. Located near the future Treeby East Primary School, the reserve is intended to provide recreation, community and sporting opportunities for residents, school users, and visitors.

The City is preparing a master plan to guide the staged delivery of the reserve. Stage 1 focuses on establishing the grassed area, circuit path, playground and supporting amenity. while Stage 2 will provide the community and sport building, sporting infrastructure and additional recreational activities.

Community engagement was undertaken to understand how local and future residents, nearby communities, stakeholders and potential users expect to use the reserve, what features they value most, and what concerns should be considered as planning progresses.

While some elements are shaped by technical, site, budget, operational and school-related requirements, community input provides important insight into how the reserve can also support local recreation, connection and neighbourhood needs.

The community engagement offered a place to expressed expected use, valued features, diverse needs and preferences, to enhance the experience of future users and nearby residents.

This report outlines the engagement process, who participated, what we heard and the key insights arising from community feedback.

Engagement Process

Engagement on Treeby East Reserve was open from **21 July to 17 August 2026**. During this period, the City invited community members, stakeholders, and potential future users to provide feedback on the draft master plan and proposed staged elements for Treeby East Reserve.

Community members could participate in several ways:

- online through the Comment on Cockburn project page, including the survey
- through direct conversations with the project team via phone, and email

To raise awareness and encourage participation, the City used a range of communication channels, including:

- a dedicated project page on Comment on Cockburn
- included in a city-wide e-newsletter to Comment on Cockburn subscribers
- social media
- on-site signage at the future Treeby East Reserve
- letters distributed to nearby residents.
- meetings with key stakeholders and project team members.

51 persons clicked on the QR code on signage at Treeby East Reserve directing them to the Comment on Cockburn page. 340 residents/owners were sent letters to invite them to have their say on the future Treeby East Reserve.

A City Facebook post promoting the engagement was published on 22 July 2026. The post received 18 reactions, 248 clicks, 10 comments and 6984 views and 15 community members directly clicked on the link to the Comment on Cockburn project page to provide formal feedback.

Feedback Summary

The engagement received 98 survey responses, mainly from residents living within walking distance of the future reserve (87%). Direct conversation was held with two residents, with submission of feedback through email and notes taken during the phone call. Feedback was broadly positive and reflects strong support for a reserve that supports everyday recreation, family activity, community connection, and organised sport.

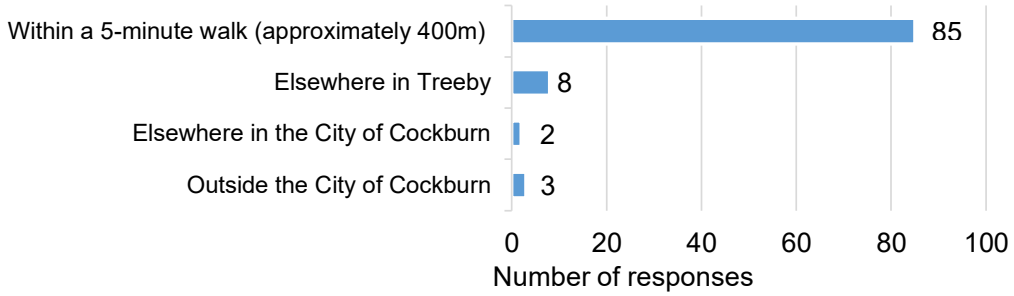
While support for the reserve was strong overall, respondents identified considerations including parking, traffic, lighting, safety, dog management, maintenance, and the interaction between different activities. Views were most mixed on skate, scooter, and junior dirt pump track facilities.

It is noted that there is currently no sporting club at Treeby East Reserve to consult directly with. As such, results are reflective mostly of residents who live or own property in the area.

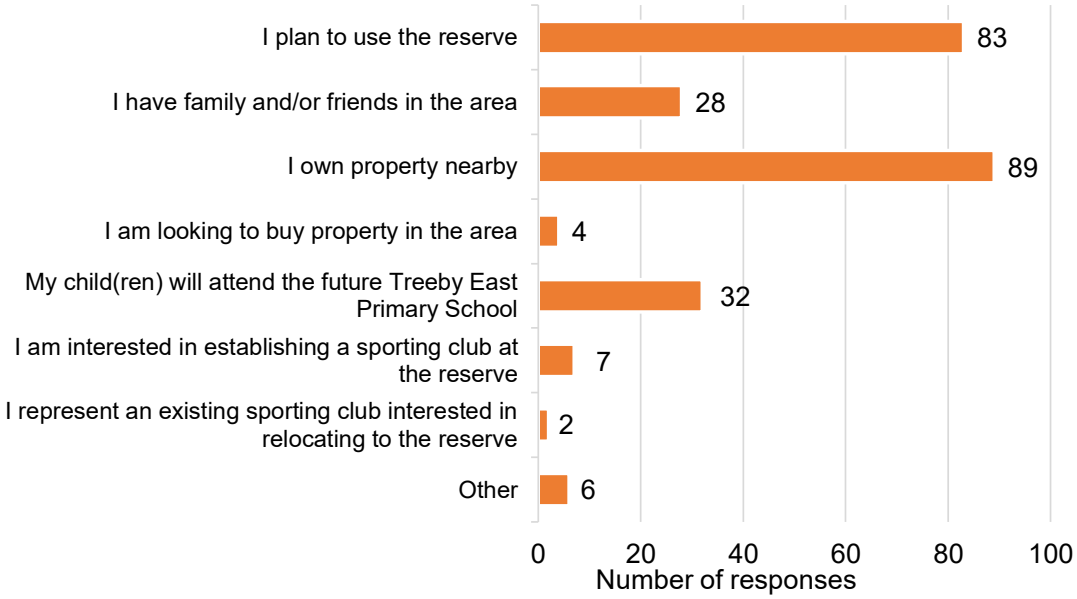
Who we heard from

A total of 98 survey responses were received, with most respondents living close to the site. Eighty-five of 98 respondents lived within a five-minute walk, or approximately 400 metres, suggesting the feedback largely reflects people likely to use the reserve regularly or experience its local impacts.

Respondent Location



Why are you interested in the future Treeby East Reserve?

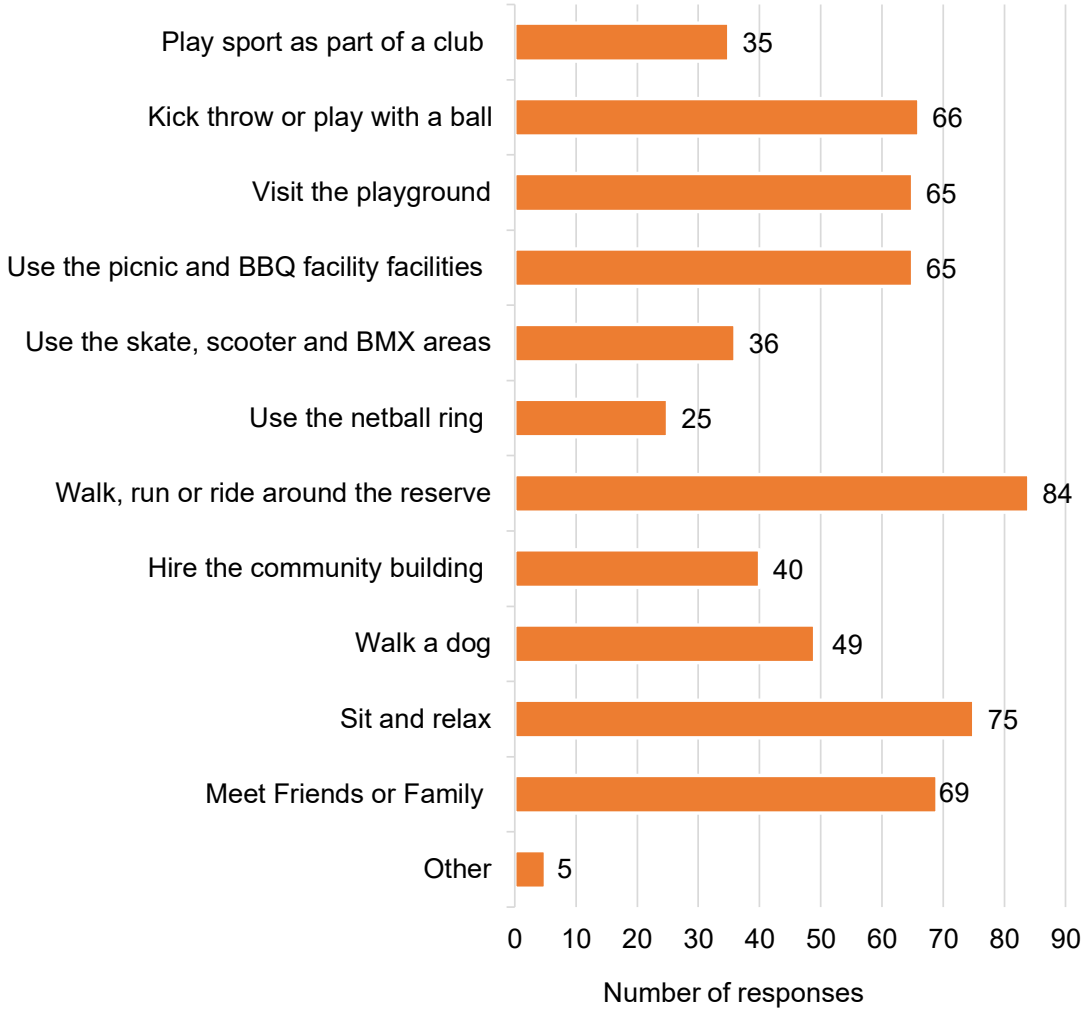


Multiple selections could be made. Required question.

Six respondents selected "Other", reflecting additional interests such as dog walking and socialising, future land use, tennis, local research, and a community yoga group.

How the community plans to use Treeby East Reserve

Respondents expect Treeby East Reserve to support everyday recreation, social connection, family activity and organised sport, making it both a sporting facility and a local destination for daily community use.



This was not a required question. Multiple selections could be made. Number of responses exceeds the survey contributors. Based on 97 responses.

Walking, running and riding were the most common intended uses, alongside sitting and relaxing, meeting friends and family, informal ball play, playground use and picnic facilities.

Together, these results show strong demand for informal, everyday use as well as organised sport, with the reserve seen as a place for exercise, family time, dog walking and community connection close to home.

Other intended uses

- walking and exercising dogs
- community activities and social gatherings

- yoga and fitness activities
- tennis and other court-based recreation opportunities.

Support for infrastructure supporting broad community use

Respondents expressed high support for proposed features that support everyday recreation, gathering and informal use, with the strongest scores for the path circuit, park infrastructure, community and sport building, sports floodlights and playground.

Skate, scooter and junior dirt pump track facilities received scores lower than other elements, and feedback varied between respondents. The average scores for these elements are considered to be mid-range due to being between 50% and 75%. This indicate support for youth recreation alongside concerns about location, management and compatibility with nearby residential areas indicating a need for integrated and well planned spaces.

- **Path circuit:** 96/100
- **Park infrastructure** including picnic shelter, seating, BBQ, and drinking fountain: 96/100
- **Community and sport building** including public toilet: 93/100
- **Sports floodlights:** 92/100
- **Playground:** 91/100
- **Jump pit:** 84/100
- **Cricket nets:** 76/100
- **Netball hoop:** 75/100
- **Skate and scooter elements:** 64/100
- **Junior dirt pump track:** 63/100

When asked which proposed feature they were most supportive of, respondents identified a broad range of elements across the reserve. This reflects support for a well-rounded community destination rather than a single standout feature.

Support was commonly linked to recreation, social connection, family use and spending time outdoors close to home. Walking paths were valued for safe, accessible exercise, while open space, trees and landscaping were seen as important to comfort, appeal and the overall experience of the reserve.

Community facilities such as the proposed community and sport building, shelters, BBQs, seating and toilets were viewed as assets for gatherings, events and activities, supporting a broad cross-section of the community as Treeby grows.

Playgrounds, sporting facilities and recreation spaces were valued for encouraging activity for children, young people and families. Support for skate, scooter and pump track facilities reflected the opportunity to provide more youth recreation options closer to home.

What we heard

Community members were able to provide feedback on each of the proposed reserve elements. The feedback included what they valued and if they had any concerns . The following summary includes relevant themes from open-text responses.

Playground

The playground was strongly supported, with feedback focused on who it should cater for and how it could support everyday family use.

Concerns included duplication with nearby playgrounds, road safety and congestion, while respondents also emphasised accessibility, shade, physical challenge and play opportunities for different ages.

Skate and Scooter Elements

Concerns about skate and scooter elements related less to youth recreation itself and more to how the facility would operate in a residential setting, including noise, safety, user interaction, proximity to homes, management, and perceived risks such as antisocial behaviour or vandalism.

Junior dirt pump track

Feedback on the junior dirt pump track was mixed. Supporters valued a small-scale riding opportunity close to home, particularly for children and families.

Concerns included noise, safety, maintenance, dust or erosion, possible motorised use, interaction with other reserve users and whether the facility would remain genuinely junior in scale.

Netball Hoop

Few concerns were raised about the netball hoop. Comments were more often about the type and versatility of the opportunity provided, with several respondents preferring basketball or suggesting a combined basketball/netball option. This also reflected broader interest in informal court-based recreation.

Cricket nets

Feedback included support for having access to local cricket practice as well as questions about use and whether similar facilities elsewhere in Treeby already meet community needs. Concerns also included maintenance and the potential for balls or equipment to affect nearby users.

Jump pit

Comparatively few concerns were raised about the jump pit. Where concerns were expressed, they related to maintenance, cleanliness and whether the area would remain well kept over time.

Path circuit

The path circuit attracted strong support and was commonly associated with walking, running, riding and safe everyday exercise. No substantive qualitative concerns were raised about the proposed path circuit.

Park infrastructure

Picnic shelters, seating, BBQs, and drinking fountains were strongly supported and valued as facilities that could be used by a broad cross-section of the community, including people not participating in organised sport.

Very few concerns were raised. Comments focused more on comfort and usability, including shade, trees, seating, drinking water, cleanliness, and access.

Community and sporting building

The community and sporting building received strong support and was frequently described as having value beyond organised sport. Respondents saw it as a place for community activity, recreation, functions, and social connection as Treeby grows.

Limited concerns were raised about the building itself. Comments that did raise concerns were associated with the safety, cleanliness, and management of public toilets.

Sports floodlights

Sports floodlights received strong overall support. Respondents associated lighting with organised sport, visibility, safety, and the ability to use the reserve later in the day.

The main concerns related to potential light spill into nearby homes and bedrooms, along with operating hours and frequency of use. These comments reflected concern about the potential effect of evening activity on residential amenity.

Community priorities and preferences

Playground Age Groups

The most common preference was for a broad, multi-age playground. Half of respondents nominated a playground for all ages or a wide age range, while others prioritised primary school-aged children, older children and teenagers, or toddlers and younger children.

Those that highlighted the importance of designing for older children, noted that nearby playgrounds already cater well for younger age groups. One respondent commented:

"The playgrounds should be designed for older ages as nearby playgrounds seem to cater for younger groups."

Another suggested:

"The playground should be multi-zoned for all ages (0-14 years): a fenced toddler area, climbing structures for primary kids, and a pump track or half-court for teens."

Overall, feedback suggests the community values a playground that supports different ages and abilities, helps families play together, and remains engaging beyond early childhood.

How the community and sporting building may be used

When asked how they would like to use a future community and sport building, respondents described a flexible space for recreation, social connection, functions, events, meetings and community activities. Feedback showed strong support for a building that could adapt to diverse needs as Treeby grows.

Most frequently mentioned responses included:

- Birthday parties and celebrations (14 mentions)
- Building hire and private functions (10 mentions)
- Exercise and fitness activities (10 mentions)
- Community events and gatherings (9 mentions)
- Sporting club activities (7 mentions)
- Meetings and social activities (5 mentions)

Interest in more ways to be active

When asked what was missing from the draft master plan, court-based recreation was the strongest recurring theme, including tennis, basketball, pickleball, badminton, volleyball and futsal. Respondents also suggested gym and outdoor fitness equipment, swimming or water play, and other informal recreation.

When asked what additional facilities they would like to see included at Treeby East Reserve, respondents most often mentioned:

- Tennis facilities (approximately 15 mentions)
- Indoor courts for basketball, badminton, volleyball, and pickleball (approximately 8 mentions)
- Pickleball facilities (approximately 10 mentions)
- Gym and fitness facilities (approximately 10 mentions)
- Swimming and aquatic facilities (approximately 5 mentions)
- Cafes and food and beverage offerings (approximately 8 mentions)

Overall, these suggestions point to a desire for more ways to be active close to home, particularly for teenagers, young adults and families, and for informal recreation that does not require club membership.

Shade and trees matter to how people use the reserve

Shade, trees and landscaping were raised across open-text responses, especially for playgrounds, paths, picnic areas and general comfort.

- More shade throughout the reserve (15+ mentions)
- Additional tree planting and tree canopy (15+ mentions)
- Shade around playgrounds and gathering areas (10+ mentions)
- Shaded pathways and walking routes (6+ mentions)
- Additional picnic shelters and covered gathering spaces (6+ mentions)
- Retention of green open space (5+ mentions)

Respondents linked shade directly to usability, particularly in warmer months. Mature trees, canopy cover and landscaped spaces were described as essential to encouraging people to stay longer, feel comfortable outdoors and see the reserve as a welcoming community destination.

Some nearby residents raised concerns about busy periods

Parking and traffic concerns were raised by respondents living close to the reserve and in relation to future sporting activity, events and the combined use of the reserve and school.

- Adequate parking should be provided to support sporting activities, community use, and future events.
- Several respondents referenced parking pressures experienced at other local

sporting reserves and community facilities and wanted these lessons considered in the final design.
- Community members highlighted the importance of safe pedestrian and cyclist access to and through the reserve.
- Some respondents sought reassurance that increased activity would not result in overflow parking impacting nearby residential streets.
- Access between the reserve, future school and surrounding neighbourhood was identified as an important consideration.
- Several respondents also raised concerns regarding lighting, operating hours and how these may affect neighbouring properties.

Conversations with nearby residents reinforced the importance of parking during busy sporting periods. Residents supported the reserve becoming a well-used community asset but wanted confidence that infrastructure would support future use while protecting residential amenity.

Overall, respondents wanted parking, access and traffic planning to support increased use while maintaining safety and liveability for nearby residents.

Dogs and shared use

Ninety-four respondents answered the dog-access question. Of these, 68 respondents (72%) preferred dogs to remain on-lead at all times and 26 respondents (28%) preferred off-lead access except during sporting, school, and maintenance activities.

Open-text feedback questions in the survey showed the reasons behind those preferences. Concerns about off-lead use included interactions with children, sporting activities, and other reserve users, together with dog waste and cleanliness. Other respondents wanted opportunities for dogs to exercise and socialise, with several suggesting a dedicated or fenced dog area.

The engagement therefore shows a clear majority preference among respondents for on-lead use, alongside a smaller but identifiable interest in off-lead or dedicated dog exercise opportunities. Across both perspectives, safe shared use and responsible dog management were common concerns.

Supporting a welcoming and well-managed community space

Feedback about higher-activity youth spaces, including skate, scooter and junior dirt pump track facilities, focused on how these areas would be designed, located and managed. Many respondents supported local places for children and young people to be active, while seeking confidence that the reserve would remain safe, respectful and welcoming for all users.

- Some respondents were concerned that higher-activity areas could attract antisocial

behaviour if they are not well designed, visible and managed.

- Noise was raised as a potential impact, particularly where active recreation areas are located close to homes.
- Safety concerns focused on possible injuries, conflicts between different users and the need for clear separation between active recreation areas and other reserve uses.
- Some respondents associated youth recreation spaces with possible graffiti, vandalism or crime, highlighting the importance of visibility, activation and ongoing management.
- Maintenance and upkeep were raised as important to keeping the reserve inviting, safe and well used over time.
- Several respondents wanted reassurance that youth-focused areas would be supported by appropriate supervision, passive surveillance and clear expectations for behaviour.
- Several respondents suggested lighting, passive surveillance or CCTV as possible ways to support safe and confident use of the reserve. Overall, these concerns were less about the existence of youth-focused facilities and more about ensuring they are visible, well managed, maintained and compatible with nearby homes and other reserve uses.

Lighting was mainly discussed in relation to sports floodlights and their potential impact on neighbouring properties. Respondents supported lighting for recreation, sport and safety, while wanting light spill and operating hours carefully managed.

- Sports floodlights achieved one of the highest support scores of all proposed features.
- Several respondents identified lighting as important for safety, visibility and extending the usable hours of the reserve.
- Light spill was the most raised concern relating to floodlights.
- Some respondents wanted operating hours considered to minimise impacts on nearby homes.
- Several respondents requested additional lighting around pathways and public spaces to support safe community use.

What the feedback says about the future reserve

Across the survey, respondents described overlapping expectations for Treeby East Reserve: a place to walk, exercise, play, participate in sport, meet friends and family, use community facilities, walk dogs, relax and spend time outdoors.

The strongest support was for infrastructure with broad community use. Open-text responses added demand for court-based recreation, activities for older children and teenagers, shade and places to gather, while skate, scooter and pump-track facilities and dog access attracted both support and concern.

Because most respondents live close to the future reserve, local impacts such as noise, light, traffic and parking sit alongside strong interest in having useful recreation and community facilities close to home.

Key findings

- Most participants lived within walking distance of the future reserve.
- Respondents strongly supported facilities that support broad community use, including paths, park infrastructure, a community and sporting building, playgrounds and sports lighting.
- Participants expect the reserve to support both organised sport and everyday recreation.
- Court-based recreation opportunities, particularly tennis, were the most requested additional facilities.
- Shade, tree canopy and gathering spaces were recurring priorities across feedback.
- Key considerations raised included parking, traffic, lighting, safety, dog management and residential amenity.

Next steps

The City of Cockburn would like to thank the community for their involvement in the community consultation on the future Treeby East Reserve.

Community feedback will help inform the detailed design of the reserve. Feedback will be considered alongside technical requirements, site constraints, budget, operational needs, and the requirements associated with the future Treeby East Primary School.

The community will continue to be kept informed through the Comment on Cockburn website as planning progresses.

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

City of Cockburn
Whadjuk Boodja

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ABN 27 471 341 209

14.4.2 (2026/MINUTE NO 0177) Cockburn ARC Aquatic Renewal Project

Responsible Executive	Director Community and Place
Author(s)	Group Manager Recreation and Place and Group Manager Assets and Projects
Attachments	N/A

That Council:

(1) ENDORSES progression of Phase 2 of the Cockburn ARC Aquatic Renewal Project on the basis of:
1. One coordinated renewal project;
2. April to October 2028 remaining the preferred aquatic shutdown window, subject to validation through detailed design, procurement and market engagement; and
3. The waterslide tower, Tumbler and Pipeline waterslides remaining within the planning scope, with the Rocket waterslide not proposed for renewal;

(2) APPROVES additional $1.5 million budget funded from the Building Infrastructure Reserve to the Cockburn ARC Aquatic Renewal Project budget.

(3) DELEGATES to the Chief Executive Officer, authority to undertake procurement processes, evaluate offers, accept the most advantageous tender or quotation, and negotiate and/or enter into and execute contract/s for specialist consultancy services required to progress detailed investigations, design and project development for the Cockburn ARC Aquatic Renewal Project, within the approved project budget and ensuring compliance with legislative requirements, the City's Procurement Policy and Framework; and

(4) REQUIRES the final project scope, implementation budget, construction program, proposed aquatic shutdown period and delivery strategy to be presented to Council for consideration following detailed design, cost validation and operational planning, and prior to committing to the main construction contract.

Council Decision
MOVED Cr T Dewan SECONDED Cr C Stone
That Council:

(1) ENDORSES progression of Phase 2 of the Cockburn ARC Aquatic Renewal Project on the basis of:
1. One coordinated renewal project;
2. April to October 2028 remaining the preferred aquatic shutdown window, subject to validation through detailed design, procurement and market engagement; and
3. The waterslide tower, Tumbler and Pipeline waterslides remaining within the planning scope, with the Rocket waterslide not proposed for renewal;

(2) NOTES April to October 2028 remaining the preferred aquatic shutdown window, subject to validation through detailed engineering condition assessment, detailed design, procurement and market engagement;

(3) NOTES The waterslide tower, Tumbler and Pipeline waterslides remaining within the planning scope and bring forward any other critical works as per condition assessment report, with the Rocket waterslide not proposed for renewal;

(4) APPROVES additional $1.5 million budget funded from the Building Infrastructure Reserve to the Cockburn ARC Aquatic Renewal Project budget.

(5) DELEGATES to the Chief Executive Officer, authority to undertake procurement processes, evaluate offers, accept the most advantageous tender or quotation, and negotiate and/or enter into and execute contract/s for specialist consultancy services required to progress detailed investigations, design and project development for the Cockburn ARC Aquatic Renewal Project, within the approved project budget and ensuring compliance with legislative requirements, the City's Procurement Policy and Framework; and

(6) REQUIRES the final project scope, implementation budget, construction program, proposed aquatic shutdown period and delivery strategy to be presented to Council for consideration following detailed design, cost validation and operational planning, and prior to committing to the main construction contract, with whole of life cost and asset management considerations informing the recommended approach**.**

LOST ON CASTING VOTE OF THE PRESIDING MEMBER 4/4

For: Deputy Mayor P Corke, Cr C Stone, Cr T Dewan and Cr C Reeve-Fowkes
Against: Mayor L Howlett, Cr C Zhang, Cr K Allen and Cr H Srhoy

Council Decision
MOVED Deputy Mayor P Corke SECONDED Cr C Stone
That Council:

(1) ENDORSES progression of Phase 2 of the Cockburn ARC Aquatic Renewal Project on the basis of:
1. One coordinated renewal project;
2. April to October 2028 remaining the preferred aquatic shutdown window, subject to validation through detailed design, procurement and market engagement; and
3. The waterslide tower, Tumbler and Pipeline waterslides remaining within the planning scope, with the Rocket waterslide not proposed for renewal;

(2) APPROVES additional $1.5 million budget funded from the Building Infrastructure Reserve to the Cockburn ARC Aquatic Renewal Project budget.

(3) DELEGATES to the Chief Executive Officer, authority to undertake procurement processes, evaluate offers, accept the most advantageous tender or quotation, and negotiate and/or enter into and execute contract/s for specialist consultancy services required to progress detailed investigations,

design and project development for the Cockburn ARC Aquatic Renewal Project, within the approved project budget and ensuring compliance with legislative requirements, the City's Procurement Policy and Framework; and

(4) REQUIRES the final project scope, implementation budget, construction program, proposed aquatic shutdown period and delivery strategy to be presented to Council for consideration following detailed design, cost validation and operational planning, and prior to committing to the main construction contract.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 7/1

For: Mayor L Howlett, Deputy Mayor P Corke, Cr C Stone, Cr C Reeve-Fowkes, Cr C Zhang, Cr K Allen and Cr H Srhoy
Against: Cr T Dewan

Background

Cockburn ARC is a highly utilised regional aquatic and recreation facility providing significant community, health and wellbeing outcomes.

The original Business Operations and Management Plan was developed as a four-year opening model. Cockburn ARC has now operated for almost a decade, expanded beyond its original configuration and experienced levels of use substantially above the original planning assumptions.

Annual revenue has increased from an original target of $9.5 million to approximately $15 million. Membership has increased from a target of 3,150 to approximately 9,250, annual visitation has increased from 875,000 to approximately 1.42 million, and learn-to-swim enrolments have increased from a target of 2,500 to approximately 3,765.

These results demonstrate the facility's success and community value. They also provide important context for the intensity of use experienced by the aquatic plant, building systems and supporting infrastructure.

Over several years, the City has undertaken investigations and planning work to understand the condition, renewal requirements and longer-term needs of the facility. This has included:

- waterslide condition, operational risk and defect investigations
- an Aquatic Asset Condition Assessment
- a Building Condition Assessment and supporting specialist investigations
- development of the Cockburn ARC Asset Management Plan
- integration of renewal requirements into the Long Term Financial Plan
- development of the Cockburn ARC Aquatic Renewal Phase 1 and 2 Project.

The project has not been driven by a single asset issue or audit finding. Collectively, the investigations have identified interconnected renewal requirements across aquatic treatment systems, building assets, ventilation and environmental systems, the pool surrounds and the waterslide precinct.

The work has also demonstrated that many of these assets cannot be efficiently accessed or renewed while normal aquatic operations continue. This provides an opportunity to coordinate the renewal works through an integrated design and planned delivery programme rather than undertake a series of separate projects and repeated service disruptions.

The Cockburn ARC Aquatic Renewal Phase 1 and 2 Project is included in the City's Corporate Business Plan and forms part of the Asset Management Plan and Long Term Financial Plan framework. Phase 1 comprises of immediate, funded priority works. This report relates primarily to Phase 2 and the broader coordinated renewal project.

The project pathway, preliminary costs, preferred shutdown planning assumption and proposed waterslide direction were presented to Elected Members at the Briefing Forum held on 27 October 2026.

The purpose of this report is to seek Council approval to progress Phase 2 from planning and concept development into detailed design and project development. It does not seek approval to commence the major construction works or confirm a final implementation budget or aquatic closure period.

Submission

N/A

Report

Planning and Concept Phase

The work completed to date has brought together the findings of the aquatic and building condition assessments, waterslide investigations, Asset Management Plan and long-term financial planning.

This work has established a broad understanding of:

- the condition and renewal requirements of the aquatic plant and treatment systems
- building remediation and renewal requirements
- the relationship between water treatment, ventilation, humidity, chloramine management and corrosion
- waterslide tower and waterslide renewal requirements
- likely access and shutdown requirements
- the major project work packages
- preliminary project costs
- the specialist capability required to develop the project further.

The investigations show that several aquatic, building and environmental systems are interconnected. For example, the performance of water-treatment and ventilation systems affects humidity, chloramine management, corrosion and building-fabric performance.

Many of the identified works are also located within pools, plant rooms, filtration systems, balance tanks, wet decks and other operational areas that cannot be efficiently accessed during normal operations.

The planning and concept phase has therefore established the case for continuing to develop the identified works as one coordinated renewal project where practicable. The broad renewal requirements and proposed project pathway are now sufficiently understood to support progression into detailed design and project development. Further work and market engagement is, however, required before a final scope, cost, program and delivery methodology can be confirmed.

Coordinated Renewal Approach

Developing the works as a coordinated project provides the opportunity to:

- integrate the aquatic, building and environmental design responses
- coordinate access, staging and construction packaging
- reduce duplicated establishment and temporary works
- avoid repeated aquatic closures where practicable
- coordinate pool drainage, testing and recommissioning
- achieve a better whole-of-facility outcome.

Detailed design will determine the final construction packaging and whether every identified work package should be delivered through the same construction contract or shutdown period.

The recommended approach does not commit Council to a final construction scope. It provides a basis for undertaking the design, investigation and cost-planning work needed to develop a mature proposal for future Council consideration.

Waterslide Planning Position

The Cockburn ARC waterslides have experienced extended closures arising from a combination of operational, condition, safety and asset-management considerations over a number of years. During that period, the City undertook investigations into the condition of the waterslides and tower structure, considered operational and risk implications, and explored longer-term options for the aquatic precinct.

Subsequent investigations have identified corrosion and coating failures across the waterslide tower structure, including stairs, balustrades, support members and deck components. Remediation and renewal works would be required to achieve a durable outcome.

The investigations completed since closure have provided the City with a broader understanding of the condition and renewal requirements of Cockburn ARC. Rather than considering the waterslides in isolation, the City has assessed them as part of the wider aquatic renewal project to enhance value for money and minimise customer impact.

The current planning position is therefore to retain and refurbish the waterslide tower and recommission the Tumbler and Pipeline waterslides. The Rocket waterslide is not proposed for renewal.

This remains a planning position rather than a final recommissioning decision. The final recommendation will be informed by the integrated next phase of work.

Preferred Shutdown Planning Assumption

Current planning is based on a preferred aquatic shutdown window from approximately April to October 2028.

This period generally aligns with lower aquatic demand and offers the best opportunity to minimise impacts on members, aquatic programmes, schools, clubs and broader facility operations.

A coordinated shutdown would also provide access to pools, balance tanks, filtration systems, plant rooms, ductwork, wet decks and other infrastructure that cannot be efficiently renewed during normal aquatic operations.

The April to October 2028 period is a preferred planning assumption rather than a confirmed closure commitment.

The final shutdown period will depend on:

- the confirmed project scope
- pool drainage and refill requirements
- construction staging and packaging
- procurement outcomes and market capacity
- contractor and specialist equipment availability
- testing and commissioning requirements
- operational readiness.

Detailed design, procurement planning and market engagement must be sufficiently progressed before the City can confirm the likely closure period.

If the project design work indicates that the preferred period cannot be achieved without unacceptable cost, program or operational risk, the revised program and any available options will be presented to Council.

Detailed Design and Project Development

Phase 2 requires specialist input across aquatic engineering, building services, architecture, quantity surveying, project management and other specialist disciplines.

The next phase will include:

- further condition verification and specialist investigations
- multidisciplinary design development
- integration of the aquatic, building, environmental and waterslide work packages
- quantity surveying, cost validation and value management
- pool drainage, refill and recommissioning planning
- construction staging and access planning
- procurement and contract-packaging development
- market engagement
- project programme validation.

This work will allow the City to move from a broad understanding of the renewal requirements to a defined project scope, validated cost plan and realistic delivery program.

Operational and Communications Planning

The potential aquatic shutdown will have significant implications for customers, program, employees, community users and facility operations.

Additional operational planning will therefore be undertaken alongside the technical design and will consider:

- membership and customer arrangements
- learn-to-swim and aquatic programs
- clubs, schools, carnivals and external bookings
- workforce requirements
- partners and tenants
- continued operation of unaffected areas
- financial and contractual impacts
- testing and operational readiness
- reopening, re-enrolment and customer reactivation.

No final operational arrangements have been determined. These matters will depend on the confirmed project scope, access requirements, program and shutdown period.

A communications plan will be developed as part of the project-development phase to ensure information is timely, accurate and coordinated. The communications planning will address key audiences, project milestones, customer information requirements and the timing of future announcements.

Future Council Consideration

The recommended approach is consistent with the endorsed Corporate Business Plan milestones and annual budget planning process for the Cockburn ARC Aquatic Renewal Project.

Progression into detailed design and project development will allow the City to refine the project scope, validate costs, confirm delivery requirements and develop operational planning associated with the proposed renewal program.

The outcomes of this work, including the preferred implementation scope, delivery strategy, funding requirements, shutdown program and operational impacts, will be presented to Council for consideration through a future report.

Strategic Plans/Policy Implications

Our Economy
Attracting investment, supporting business and visitor growth and boosting local jobs through vibrant hubs.
• Facilitate vibrant, connected commercial hubs and visitor experiences.

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 current preliminary planning estimate for Phase 2 is in the order of $12 million to $16 million which is consistent with the current forward capital works model and Long Term Financial Plan assumptions for Cockburn ARC renewal activities.

This is an order-of-magnitude planning range rather than an approved project or construction budget. It remains subject to detailed design, quantity surveying, value management, procurement packaging, market engagement and cost validation. Current planning includes an allowance of approximately $1.7 million for specialist consultants, project management and project administration across the design and project-development phase.

An additional allocation of $1.5 million from the Building Infrastructure Reserve is sought in FY2026/27 to progress:

- consultant procurement
- specialist investigations
- integrated design
- quantity surveying and cost validation
- programme and procurement planning
- operational and shutdown planning.

Approval of this allocation does not constitute approval of the broader construction budget.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

Detailed design and further project development will reduce current uncertainty regarding project scope, cost, program and delivery methodology. The preliminary cost estimate and preferred April to October 2028 shutdown window remain planning assumptions and may change as investigations, design and market testing are completed.

The project will impact the community, programs, clubs, schools and broader facility operations. Operational and communications planning will be undertaken alongside the design process to ensure these impacts are understood and managed before any future implementation decisions are considered by Council.

Continued deferral of the identified renewal works may increase reliance on reactive maintenance, reduce service reliability and contribute to future cost escalation.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

14.5 Office of the CEO

14.5.1 (2026/MINUTE NO 0178) Change of Audit Risk and Improvement Committee Meeting Date

Responsible Executive	Chief Executive Officer
Author(s)	Service Lead Governance and Council Support
Attachments	N/A

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) VACATES the 1 December 2026 Audit Risk and Improvement Committee meeting; and

(2) CALLS an Audit Risk and Improvement Committee meeting for 24 November 2026; and

(3) GIVES notice of the change of date for the Audit Risk and Improvement Meeting..

CARRIED 8/0

Background

Council endorsed the 2026 Meeting Schedule at the 2 September 2025 Ordinary Council Meeting, which included an August, Risk and Improvement Committee (ARIC) Meeting on the 1 December 2026.

Subsequent to this, the City has been informed that Presiding Member, Shona Zulsdorf, is unavailable on this date.

This report presents to Council a request to change the Audit Risk and Improvement Committee date, so that the Presiding Member can attend.

Submission

N/A

Report

The December ARIC meeting typically includes the adoption of the Annual Financial Report and Auditor's findings.

As these reports are key matters of ARIC business, it is considered appropriate to change the date of the ARIC meeting so that the Presiding Member can attend.

The City has engaged with the Officer of the Auditor General (OAG), representatives who attend this ARIC meeting to discuss the Auditor's findings, who have confirmed that the new date works with their schedule.

The time that was set aside for the ARIC Meeting is intended to be used for a Special Meeting of Council, for Council to consider the outcome of the review of the City of Cockburn (Local Government Act) Local Law 2000 and City of Cockburn Jetties, Waterway and Marina 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

There are no significant budget or financial implications arising from the recommendations of this report.

Legal Implications

Changing the date of a Committee Meeting is permissible under the Local Government Act 1995 and associated regulations, and the City's Standing Orders.

Community Consultation

The City will give notice of the proposed change of date on its website and other appropriate communications channels.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

15. Reports-Standing Committee

15.1 Governance Committee Meeting – 20/10/2026

Type of Interest	Nature of Interest
Mayor Logan Howlett declared an Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 15.1.1.	**Impartiality Interest** My wife and I are lease holders with Discovery Parks.

15.1.1 (2026/MINUTE NO 0179) Final Adoption: Amendment to Local Planning Policy 1.15 - Tourist and Alternative Accommodation (including STRA)

Executive Director Sustainable Development and Safety

Author Strategic Planning Officer, Service Lead Strategic Planning and Service Manager Strategic Planning

Attachments
1. Schedule of Submissions ⇩
2. Advertised Draft LPP 1.15 - tracked changes ⇩
3. LPP 1.15 - Tourist and Alternative Accommodation ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
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 1.15 – 'Tourist and Alternative Accommodation (including STRA)' (Attachment 2) in accordance with Schedule 2, Part 2, Clause 4 of the *Planning and Development (Local Planning Schemes) Regulations 2015,* subject to the following modifications:

1. Adjust Clause 2.1 to better align with the time periods specified in the *Short-Term Rental Accommodation Act 2024 Part 3*.
2. Reword Clause 2.2.2 to solely relate to long term unhosted STRA within proximity to schools.
3. Insert new Clause 2.2.3 to include specific assessment criteria for the application of long-term unhosted STRA in dwellings on battleaxe lots or lots without direct street frontage.
4. Insert new Clause 2.2.4 to clarify requirements that apply to unhosted STRA in multiple dwellings (including the need to demonstrate Strata Corporate Body Approval).
5. Renumber Clause 2.2.3 to 2.2.5 and adjust part (iii) to require onsite signage to include 24hr property management contact details.
6. Add the definition of 'Relevant 12-month period' to the list of Definitions in Appendix A.
7. Update Clause numbers to reflect the above changes and replace all references to "un-hosted" with "unhosted".

(3) PUBLISHES a notice of the Policy in accordance with Schedule 2, Part 12, Clause 87 of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

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

CARRIED 8/0

Background

At the 14 July 2026 Ordinary Council Meeting (Item 15.1.4), Council adopted for advertising proposed amendments to *Local Planning Policy 1.15 – Tourist Accommodation,* proposed to be renamed *'Tourist and Alternative Accommodation (including STRA) (LPP1.15).*

The main purpose of the amendments is to:

- Include additional guidance for assessing development applications for unhosted STRA
- Ensure greater clarity and consistency with Town Planning Scheme 3 (TPS3) and the Residential Design Codes (R-Codes)
- Address other matters raised by recent updates to the *Caravan Parks and Camping Grounds Regulations 1997.*

Submission

The proposed policy amendments have been prepared by City officers to provide a clear and consistent framework for the assessment of tourist and other alternative accommodations, in a manner that both protects the amenity and wellbeing of nearby residents and balances the need for tourist accommodation with housing affordability and availability within the local market.

Report

The purpose of this report is for Council to consider the outcomes of consultation and decide whether to adopt the proposed changes to the LPP (as advertised or in a modified form).

The advertised changes are summarised in the table below:

Former section	Current section	Proposed Modification	Justification
Tourist and Visitor Accommodations/Hotels			
N/A	Objectives	Addition of specific objectives. Includes protecting the City's dwelling stock for permanent accommodation to meet the	Clarifies the purpose of the policy requirements and will ensure desired outcomes are achieved.

		community's housing needs as a priority; and ensuring tourist and alternative accommodations are appropriately located, designed, and managed to respond to demand whilst protecting the character of the locality and amenity of nearby residents.	
(3) & (4)	(1)	Addition of *'Hotel'* to the 'Tourist and Visitor Accommodation's section.	Hotels and Tourist and Visitor Accommodation are, in practice, closely aligned uses, both centred on the provision of short-term accommodation. Definition of a hotel in TPS 3 incorporates accommodation as a core component of its operation. Historically, distinctions may have been made to account for premises such as taverns or licensed venues that adopted the term "hotel" without providing accommodation (for example, legacy naming conventions like the former "Coogee Hotel"). Such cases are largely outdated and do not reflect contemporary land use characteristics, supporting the rationale for consolidating these two uses within the policy.
(3)	(1)	Deletion of Clause 2 from former section (3): *'The use of one or more existing multiple or grouped dwellings within a complex for the purposes of tourist accommodation shall generally not be supported.'*	Accommodation in dwellings is now classified as STRA which is addressed separately under section (2).
Short Term Rental Accommodation (STRA)			
N/A	(2)	Additional section titled: *'Short Term Rental Accommodation (STRA)'*	To provide better guidance for STRA applications especially unhosted STRA operating more than 90 nights in a year.
N/A	2.1	Additional clause titled:	To clarify which STRA proposals are exempt from

		'Exempt from Development Approval'	Development Approval.
N/A	2.2	Additional clause titled: *'Unhosted STRA – More than 90 nights'*	To reiterate the need for a Development Approval and provide general requirements for STRA (all zones), operational characteristics and undesirable locations for properties within or adjoining residential properties as well as general performance criteria for properties within the rural, rural living or resource zones.
Caravan Parks and Camping Grounds			
(6)	(3)	Addition of *'Camping Grounds'* to the 'Caravan Parks' 'section.	To ensure the policy captures all forms of camping, including 'camping' where it includes caravan-related accommodation.
N/A	3.1	Inclusion of *'Camping Ground'* and *'Caravan Park'* definitions.	To clearly distinguish between a camping ground, a caravan park, and camping on private property, given recent flexibility for camping on private property introduced under the *Caravan Parks and Camping Grounds Regulations 1997*. To provide clarity, a threshold has been introduced whereby any site accommodating more than two occupied caravans is classified as a 'caravan park', requiring development approval to ensure protection of residential amenity.
N/A	3.2	Addition of Development Criteria for Caravan Parks and Camping Grounds, including: Direction to concentrate them within existing sites (Parks and Recreation Reserve of the City's coastal area) where high amenity, adequate infrastructure, and a clear tourism role can be achieved. Specifying that Caravan Parks	To clarify an expectation for these uses to meet a tourism need; to identify preferred and unsuitable locations; and to establish clear requirements to minimise impacts on surrounding residential amenity.

		and Camping Grounds are to be treated as sensitive land uses and generally not supported in the Kwinana Air Quality Buffer Environmental Protection Area; or Jandakot Groundwater Protection Area (Priority 1 or 2 areas) where deemed 'incompatible' under Water Quality Protection Note 25.	
Residential Buildings (incl. Lodging Houses – Health Act)			
(8)	(5)	Renaming of the Lodging Houses section to: *'Residential Building (including 'Lodging Houses' – Health (Miscellaneous Provisions) Act 1911 and local laws)'*	To provide clarity as Lodging Houses are a type of Residential Building under planning regulations, with other requirements under the Health Act and local laws potentially applying.
N/A	5.1	Modification to Definitions	Clarifies what a Residential Building is and gives practical examples.
(8) 4.	5.2	Inclusion of Development Standards, including maximum capacity of 12 occupants rather than 30. Developments accommodating more than 12 people are now classified as Tourist and Visitor Accommodation and under TPS3, would be subject to public advertising requirements, unlike those accommodating 12 or fewer occupants.	All requirements remain unchanged, except for the maximum capacity for lodging houses, which has been aligned with that of Residential Buildings in the R-Codes – set at 12 occupants, to provide consistency.
Appendix			
N/A	A	Insertion of relevant *'Definitions'* and required *'Management Plan Details'* as an Appendix to the policy.	To align with the new draft manner and form, improve the legibility of the document and make clear the expected documentation required to accompany future proposals.

<u>Unhosted Short-Term Accommodation operating more than 90 nights</u>

The most significant proposed changes to LPP 1.15 relate to unhosted STRA operating for more than 90 days within a 12-month period, which require development approval.

A moderately regulated approach was selected to achieve a balance between allowing flexibility for unhosted STRA and protecting the City's housing stock

primarily for long-term permanent housing, whilst ensuring the location, scale, design and operation of unhosted STRA do not unreasonably impact the amenity of nearby residents.

To achieve this, additional guidance and criteria for unhosted STRA were included in the amended policy.

Outcomes of consultation

A total of 47 submissions were received, with 78% of respondents supportive or neutral, and 12.5% opposing the proposed policy direction generally.

Five submissions raised concerns the policy measures were arbitrary or overly restrictive given the low number of STRA and STRA related complaints within the City. However, these comments do not acknowledge the City's responsibility to protect residential amenity and proactively manage the potential cumulative impacts of STRA on permanent housing stock, having regard to trends observed interstate and overseas.

A complete schedule of submissions is included as Attachment 1, with the key issues summarised and discussed under the sub-headings below:

Objection to STRA generally not supported within 400m of schools

There was predominant support for this measure (62%) with a further 14% of respondents neutral. However, 24% of respondents objected to this measure considering it to be exclusionary, arbitrary and lacking evidence-base.

The identification of school catchments as generally unsuitable locations for long-term non-hosted STRA reflects the policy objective of prioritising long-term family housing near schools. These areas are highly desirable for permanent residential occupation and support stable residential communities.

Properties located within 400 metres of a school, equivalent to approximately a five-minute walk, form part of a highly walkable catchment that is particularly important for families with school-aged children and should be protected for permanent accommodation where possible.

The proposed measures do not impact hosted STRA and unhosted STRA up to 90 days in a 12-month period within 400m of schools still providing households with flexibility to rent their homes for STRA.

It should also be noted the proposed measures are not a ‘blanket exclusion’ and there remains discretion for applications to be received and considered. If there are specific extenuating circumstances where a property is more suitable for STRA this can be considered under the objectives of the policy.

For these reasons, it is considered reasonable to retain this proposed measure within LPP 1.15.

Objection to the restriction on battleaxe lots or lots with no street frontage

While this measure received majority support (60% with another 7% being neutral), many objections raised concerns that it may be overly restrictive and does not recognise there may be circumstances where such lots are suitable for unhosted STRA.

In response to this feedback, the City recommends retaining reference to unhosted STRA generally not being supported for lots without direct road frontage but including specific assessment criteria to enable their consideration on a case-by-case basis.

This is considered a balanced approach that still recognises the potential for greater impacts and disturbance to adjacent residents due to multiple interfaces and/or shared access, whilst also providing for greater flexibility and transparency.

Time limited approvals - Approval length

There were objections received from STRA providers regarding the proposed time-limited approval approach. The draft policy proposes that initial approvals be for a 12-month period, after which renewal via an application to amend Development Approval will be required. Where the City is satisfied that the STRA has been appropriately managed, subsequent approvals may be granted for a longer period of up to three years.

Whilst it is understood this may not provide the level of long-term certainty some providers and/or investors may desire; this limitation is critical to ensuring the impact of STRA can be continually monitored and the policy approach adjusted as required.

Issuing permanent approvals for unhosted STRA is not considered appropriate as this will almost certainly reduce the available housing stock for long term occupation over time which is highly undesirable. The City is proactively seeking to manage the growing and cumulative impact of STRA on permanent housing stock, based on the learnings from trends seen interstate and overseas.

Proposed changes post advertising

In response to the above, additional changes are proposed as summarised in the table below:

Section	Proposed Additional Modification	Justification
Short Term Rental Accommodation (STRA)		
2.1	**Exempt from Development Approval** Unhosted STRA (up to 90 nights): Replace *"within a calendar year"* with *"in a relevant 12-month period*."	To correct an unintended inconsistency between the draft policy and the period prescribed in the *Short-Term Rental Accommodation Act 2024 Part 3*.
2.2.2	**Properties within proximity to Schools** Rename and reword to solely relate to long-term unhosted STRA within proximity to schools.	To separate out the issues relating to schools and lots without direct street frontage.
2.2.3	Insert a new clause as follows: ***"Dwellings on battleaxe lots or lots with no direct street frontage*** *i. STRA will generally not be approved in dwellings on rear battleaxe lots or lots without direct street frontage as they can generate greater impacts and disturbance to adjacent residents through noise, activity, traffic and overflow parking due to multiple interfaces and shared accessway.* *Whilst they are non-preferred locations, the City may support STRA on rear battleaxe where:* • *Development Approval is limited to cycles of six (6) months only for the initial approval, to demonstrate adequate property management is occurring onsite, and thereafter cycles of twelve (12) months only;* • *The number of guests is restricted to no more than six (6);* • *Any 'Common Property' driveway is kept clear of vehicle parking and other obstructions;* • *A Sign Onsite is displayed at the street level to clearly designate entry points, such that no disturbance occurs to immediate neighbours;* • *A Sign Onsite is displayed at the street level which clearly designates a 24hr Property Manager contact (mobile phone);* • *Prohibition of all parties / gatherings of people who are not identified as authorised guests."*	Despite the concerns raised by some submitters, unhosted STRA is generally not supported for lots without direct road frontage given the potential for greater impacts and disturbance to adjacent residents from multiple interfaces and shared access arrangements. However, specific assessment criteria is proposed for insertion to enable their consideration on a case-by-case basis.

2.2.4	Insert a new clause as follows: ***"Multiple Dwellings*** *i. Unhosted STRA will not be supported in multiple dwellings unless there is sufficient evidence provided indicating the STRA can operate under the Strata bylaws and/or approval from the Strata Company.* *ii. Where the above can be demonstrated, consideration will be given to the impacts of the proposed application and whether it can function appropriately within an apartment building, including parking, access, security, noise and any potential nuisance to common areas that may impact residential amenity."*	To provide greater guidance relating to unhosted STRA within multiple dwellings. In particular, to make clear the need to demonstrate evidence of Strata Company approval and/or Strata bylaws allowing STRA; and identify key matters to be considered when assessing applications.
2.2.5	**Preferred operational characteristics** Replace the words *"contact details of the owner or manager"* with *"a 24hr property manager contact (mobile phone)"* in Part (iii).	To align with new Clause 2.2.3 and make it clear to future applicants their 24hr management obligations.
Appendix		
(1)	**Definitions** Insert a new definition as follows: *"Relevant 12-month period – the period of 12 months commencing on the day on which the owner or occupier registered the dwelling under the Short-Term Rental Accommodation Act 2024 Part 3, or any subsequent 12-month period commencing on the anniversary of that day.'"*	To define the 12-month period referenced by the proposed adjustments to Clause 2.1.
Miscellaneous		
	Update Clause numbers to reflect the above changes and replace all references to *"un-hosted"* with *"unhosted"*.	Minor typographical changes to improve readability and consistency of terminology with other planning instruments.

Conclusion

It is recommended Council support adoption of the draft LPP 1.15 subject to modifications discussed in this report which respond to community consultation and achieve a balanced approach to STRA, tourist, and alternative accommodation.

Strategic Plans/Policy Implications

Our Economy
Attracting investment, supporting business and visitor growth and boosting local jobs through vibrant hubs.
• Facilitate vibrant, connected commercial hubs and visitor experiences.

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• 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.
• Facilitate transparent and accountable governance for today and tomorrow.

Budget/Financial Implications

Adoption of a clear assessment criteria through this policy will enable efficient use of existing resources.

Legal Implications

N/A

Community Consultation

Emails were distributed to the primary accommodation operators and STRA managers operating within the City of Cockburn, as well as relevant industry associations.

A notice was published on the City's consultation platform - Comment on Cockburn, which included a survey seeking community and industry feedback. Targeted digital advertisements were also placed for three days each from the 21 - 23 July, comprising one advertisement for a general audience and a second specifically targeting individuals involved in the property sector. The first one reached 3,947 views and the second, 4,112.**Risk Management Implications**

Should the modifications not be supported, it could lead to an inconsistent local planning framework and limited assessment guidance especially for STRA, which could lead to the following:

- Inconsistent decision making
- Reduced guidance for applicants and the community regarding expectations

- Increased potential for complaints or challenge due to perceived procedural unfairness or lack of transparency
- Less efficient use of officer resources due to the lack of clear assessment criteria
- Reputational risk to the City arising from perceptions of inconsistent decision making.

It would also miss an important opportunity to simplify and improve the local planning framework as it relates to an emerging planning issue.

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 20 October 2026 Governance Committee.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

File No. 104/017 (updated)

Schedule of Submissions

Local Planning Policy 1.15 – Tourist and Alternative Accommodation

Q6 & 7 - Housing and School Catchments (400m)
Q8 & 9 – Battleaxe / no street frontage restriction
Q11 & 12 - New STRA Assessment Framework (including time-limited approvals)
Q13 & 14 – Requirements for Residential Buildings and Lodging Houses
Q16 – Other matters/comments

No.		Suburb	Submission	Recommendation/ Comment
1	Resident	Spearwood	**SUPPORT:** Q6 & 7 - SUPPORT: support this approach. Keeping large-scale un-hosted short-term rental developments away from schools is a sensible way to help protect the character and stability of residential neighbourhoods. Areas around schools should remain focused on families and long-term residents, rather than a constant turnover of short-term visitors. I also have concerns that high concentrations of short-term rentals can attract visitors who have little regard for the local community, leading to increased noise, disruption, parking issues, and reduced amenity for neighbours. Q8 & 9 – SUPPORT: they should be subject to clear and enforceable standards that protect neighbours and the wider community. Time-limited approvals ensure operators remain accountable, while occupancy limits, operating requirements and emergency evacuation plans are sensible safeguards. Requiring signage with contact details and registration information also makes it easier for residents and authorities to report problems and ensure operators can be held responsible.	Noted
2.	Resident	North Coogee	**SUPPORT**	Noted
3.	Resident	Cockburn Central	**SUPPORT**	Noted
4	Resident	Beeliar	**OPPOSE**	Noted
5	Resident	Banjup	**SUPPORT** Q6 & 7 - SUPPORT: I support this approach. Housing should be prioritised for local residents and families, particularly near schools.	Noted **Grouped Dwelling and Battle-Axe Exclusion** In response to a number of submissions regarding this matter, it is recommended that the draft

			Limiting un-hosted short-term rentals may help improve housing availability and maintain stable neighbourhoods. Q8 & 9 – OPPOSE: I do not support this approach. Noise, traffic and parking impacts are not limited to battleaxe lots and can occur with any short-term rental accommodation. Singling out rear lots seems unfair and may not effectively address the underlying issues. Management standards and enforcement should apply consistently to all short-term rentals. Q11 & 12 – SUPPORT I support these requirements. Emergency evacuation plans, occupancy limits and clear contact details are sensible measures that help protect guests, neighbours and the local community. Q13 & 14 – SUPPORT I support this approach. Limiting occupancy to 12 people helps prevent overcrowding, reduces impacts on neighbours, and ensures residential buildings remain compatible with the surrounding community. It can also help minimise noise, traffic and parking issues while maintaining a reasonable level of accommodation Q16 I support measures that help keep more housing available for long-term residents. Short-term rental accommodation can contribute to neighbourhood issues such as noise, parking and antisocial behaviour if not properly managed. Limiting the impacts of these developments may help protect residential amenity and could encourage more properties to remain available for permanent housing rather than short-term accommodation.	amended LPP 1.15 be updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location.
6	Resident	Atwell	**NEUTRAL:** Q6 & 7 - STRONGLY SUPPORT This will reduce to risk to schools Q8 & 9 – SUPPORT This will reduce the number of houses impacted	Noted

			Q10 – Near Schools	
7	Resident		**SUPPORT**	Noted
8	Resident	Coogee	**NEUTRAL:** Q6 & 7 – STRONGLY SUPPORT Un-hosted short-term accommodation should not exist in the majority of residential areas. The city should define areas (like near Cockburn Central & maybe Port Coogee) where 'tourism activities' are appropriate. Having lived in WA regional towns where tourism & residential areas were poorly planned & regulated it is clear that they are often inappropriate land mixes - you invariably produce noise, activity and behaviour mismatches. Q8 & 9 – SUPPORT impact of issues stated are magnified on battleaxe blocks. Q10 - majority of residential areas. Define areas appropriately as residential or residential/tourist. Q11 & 12 – STRONGLY SUPPORT its fine to have contact details displayed but doesn't solve anything unless the contact person can actually be reached or refused to answer. What is the fall back if contact can't be reached? Unless there is a simple mechanism to revoke any approvals should the contact not respond as desired this condition is worthless. Q13 & 14 – SUPPORT Currently I live in a new house. Opposite is a rental that has 5-6 vehicles and next to this a share house with 4-5 vehicles. On lot of less that 340sqm and streets not designed to hold vehicle with garages now used for storage not vehicles we have a parking lot. Currently planning is poor	**Defined Areas** The City of Cockburn does not contain clearly designated long-term tourism areas. Identifying residential locations for STRA would introduce an unintended tourism function and may concentrate amenity impacts and risk displacing access to local services, public transport and neighbourhood facilities that are planned to support the needs of permanent residents first. **Contact Details Signage** Signage enhances operator accountability and provides a clear point of contact for the prompt resolution of issues. To strengthen the requirement, amendments are proposed to the wording of sub-section to make it clear to future applicants of their 24h obligations, also acknowledging some of the comments from the community engagement.
9	Resident	North Coogee	**SUPPORT:** Q6 & 7 – NEUTRAL All unhosted STRA throughout the City should be limited to 90 days annually, not just within 400m of schools. Absolute priority should be to making as much accommodation within the boundaries for long term rental or private residences. Planning priorities should be given	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas:** For unhosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy.

			to investors willing to build dedicated multistory tourist/short stay accommodation. Q8 & 9 – STRONGLY SUPPORT Would extend that policy as per my previous answer Q10 - There should be substantial bans or limits on unhosted STRA throughout the City. Q13 & 14 – SUPPORT It may impact those in the lower socioeconomic sector, so social housing initiatives need to be considered to accommodate those who may be disadvantaged	The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.
10	Resident	Treeby	**NEUTRAL:** Q6 & 7 - SUPPORT Should not be near schools as they may not need it Q8 & 9 – NEUTRAL It's highly dependant on the building structure Q13 & 14 – SUPPORT Less noise/crowd	Noted
11	Resident	Coolbellup	**SUPPORT:** Q6 & 7 – SUPPORT We need to have a range of accommodation options, however we also need to take into account what type of accommodation is suitable for each area. Additional traffic and parking needs also need to be considered. Q8 & 9 – OPPOSE Un-hosted STRA unfortunately can attract people who do not respect those who live around them. Sufficient parking also needs to be included. Q10 Near Rest Homes and Residential Villages Q11 & 12 – STRONGLY SUPPORT All seem essential requirements Q13 & 14 – NEUTRAL	Noted Noted. The policy seeks to manage the impact of STRA. **Closeness to Public Transport:** The City considers that many of Cockburn's attractions are dispersed across a wide geographic area and are not confined to a single location within the City. As a result, visitors using short-term rental accommodation are likely to rely on private vehicles during their stay. In addition, given the current housing shortage, the City considers that long-term residents should be prioritised in benefiting from convenient access to public transport.

			Well run lodging houses provide a useful alternative accommodation for a cross section of the populace. Perhaps put the limit at 20 to make it more viable for the providers Q16 Closeness to public transport?	
12	Resident		Q6 & 7 – STRONGLY OPPOSE More permanent housing is needed not short term stays. There are hotels and caravan parks a plenty to cater for this. Q8 & 9 – STRONGLY SUPPORT There shouldn't be any short term stays in the general housing areas. Q10 There shouldn't be any short term stays in the general housing areas. Q13 & 14 – SUPPORT Needs to be more housing. Q16 Short term stats shouldn't be allowed.	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas:** This falls beyond the control of the local government. *Schedule 2, part 7, cl.61 (ea) of the Planning and Development (Local Planning Schemes) Regulations 2015* allows hosted STRA to operate without development approval. For un-hosted STRA, development approval is only required when the property is rented for more than 90 nights in a relevant 12-month period. With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.
13	Resident	Hamilton Hill	**OPPOSE:** Q6 & 7 – STRONGLY OPPOSE I understand the importance of protecting long-term housing availability, however I believe again the impact of un-hosted STRA restrictions needs to consider the circumstances of individual homeowners and the broader cost-of-living crisis. There are people experiencing homelessness, and providing affordable short-term accommodation can be	Noted **Cost of Living Crisis** Given the average nightly cost of most Airbnb properties, it is unlikely that they would provide an affordable housing option for people experiencing homelessness.

			part of the solution. For example, an owner of an un-hosted STRA may choose to rent out rooms at an affordable rate to assist people who need temporary housing options. Additionally, many everyday Australians are struggling to meet mortgage repayments due to significant increases in interest rates, insurance, maintenance costs, and general living expenses. Removing income opportunities that help people remain in their homes may unintentionally increase financial stress and, in some cases, contribute to housing insecurity. For example, I moved in with my sister to help her manage her mortgage, and I rely on income from my un-hosted STRA. Selling or purchasing another property is not a realistic option when housing prices have increased substantially and alternative accommodation costs can be comparable to, or higher than, mortgage repayments. I believe policies should distinguish between large-scale commercial STRA operations and ordinary homeowners using their property to generate additional income to remain financially stable. Q8 & 9 – STRONGLY OPPOSE I believe that concerns about neighbourhood impacts should be applied consistently across all property types. Long-term rentals and owner-occupied homes can also contribute to issues such as excessive noise, vehicles, verge parking, and street congestion. These impacts are not exclusive to battle-axe properties or short-term accommodation. If parking, traffic, or amenity concerns are the basis for regulation, the same standards should apply fairly to all residents rather than specifically targeting STRA properties. I would be happy to provide photographic evidence demonstrating issues occurring at neighbouring properties that are neither short-term accommodation nor battle-axe developments. Q11 & 12 – STRONGLY OPPOSE I don't support this as I don't think it's necessary and I would not support any potential administrative costs required for applications/approvals.	The proposed measures are included in a local planning policy whereby the is the possibility to exercise discretion. Property owners also retain the option of renting their dwelling for hosted STRA and unhosted STRA up to 90 days in a 12 month period. **400m Radius School Restriction** Homeowners within the catchment would still have the opportunity to rent a room in their home (hosted STRA), or their entire dwelling for up to 90 nights within a 12-month period, helping to offset mortgage costs. Setting school zoned as undesirable location prioritise long-term family housing near schools, as these locations are well suited to stable residential communities. Areas within 400 metres of a school — equivalent to an approximate 5-minute walk — represent a highly walkable catchment for young children and should be preserved. **Grouped Dwelling and Battle-Axe Exclusion** It is recommended that the draft amended LPP 1.15 be updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location.

			If this is approved the below should also apply to rental properties if it doesn't already: Emergency evacuation plans in bushfire-prone areas Occupancy limits and operating requirements Signage displaying contact details and STRA registration information	
14	Resident	Bibra Lake	**SUPPORT:** Q6 & 7 - SUPPORT Transient populations close to education facilities or daycare providers could increase risk of harm to the young. Additional traffic stress in those areas may also lead to an increase in accidents. Q8 & 9 – SUPPORT Can disrupt the residents who occupy frontal properties with no recourse to resolve the issue. Long term occupation - through rentals provide avenues for noise and traffic complaints. Q10 Areas that lack reasonable public transport. Q11 & 12 – OPPOSE This takes rental stock from long term seeking tenants and is not needed. The restriction of 90 nights is reasonable Q13 & 14 – NEUTRAL I do not know enough about the current state of lodging options in Cockburn, however, I do feel that the lower number may restrict the variety of offerings and support that are provided at those locations. Q16 The property shall display one sign per dwelling. Signage of the short term rentals is a good idea for those in the area, however could become a target for theft. 'Control of anti-social behaviour and potential conflict between tourists/guests/visitors and permanent residents of the area': This statement needs to be of higher priority and not left on the last page.	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas** With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future. **Anti-social behaviour and conflict** The control of anti-social behaviour and potential conflict between tourists/guests and visitors is one aspect of the Management Plan which is mentioned on page 4 of the Policy. Details of the Management Plan are included in the appendix on the last page.

15	Resident		**SUPPORT:** Q16 All proposals seem reasonable and balanced	Noted
16	Resident	Coogee	**SUPPORT:** Q6 & 7 – STRONGLY SUPPORT need more long term rentals for people that work in the area Q8 & 9 – STRONGLY SUPPORT same reasoning as the draft policy Q13 & 14 – STRONGLY SUPPORT less disruption to neighbors	Noted
17	Resident	Spearwood	**SUPPORT:** Q6 & 7 - STRONGLY SUPPORT The increase of AirBNB and short term rentals in residential suburbs is a concern Q8 & 9 - STRONGLY SUPPORT I agree with this and provides less disruption to permanent residents Q10 all areas of the City of Cockburn Q11 & 12 – STRONGLY SUPPORT this gives us clear guidance for who to contact for issues	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas** With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.
18	Resident	Coogee	**SUPPORT:** Q6 & 7- STRONGLY SUPPORT Priority needs to be directed to residents who live in the area. These unhosted properties deprive those who need homes of residency. Unsure why this would only apply close to schools Q8 & 9- STRONGLY SUPPORT	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas** The 90-night restriction falls beyond the control of the local government. *Schedule 2, part 7, cl.61 (ea) of the Planning and Development (Local Planning Schemes) Regulations 2015* allows hosted STRA to operate without development approval. For un-hosted STRA,

			Disturbance issues for residents in front with street access. Parking would be a huge issue. Not knowing who is in the property behind you would be a concern Q10 To be blunt, everywhere. Rental properties should be for long term renters for those who choose to buy investment properties Q11 & 12 – STRONGLY SUPPORT not in favour of the use of properties for this purpose at all Q13 & 14 – STRONGLY SUPPORT 30 lodgers is way too much. 12 is an improvement. Issues of parking. 30 lodgers would impact the local community in a negative way	development approval is only required when the property is rented for more than 90 nights in a relevant 12-month period. With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered 3 levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.
19	Resident	Bibra Lake	**OPPOSE:** 3.1 notes that there is an option for camping on private property for up to 24 months in accordance with the Caravan Parks & Camping Grounds Regulations. The amendment allowing this was made to the regulations almost two years ago, but I have not been able to identify any policies or guidelines on the Cockburn website regarding this use. 3.1 notes that a site with up to two occupied caravans is not considered to be a Caravan Park, which suggests that some information exists. A reference to this documentation would be helpful.	Noted It is recommended to add the following link to our website: Temporary accommodation and camping outside of caravan parks And this link to the definition of caravan park: Caravan Parks and Camping Grounds Regulations 1997 - [02-i0-00].pdf.
20	Resident	Hamilton Hill	**SUPPORT:** Q6 & 7- STRONGLY SUPPORT I think this is brilliant and more councils should follow suit! Our kids go to Freo primary but class sizes have dropped 50% in three years; families are being forced to move further away as more local homes are becoming STRA. I'd hate to see the same happen to more suburban schools such as those in Beaconsfield and Hami hill too. Q8 & 9- STRONGLY SUPPORT Our neighbouring property is soon to become a triplex with our back verandah and kitchen looking directly into the rear 3x1's yard/dining area. We are really worried	Noted **Luxury Residence and Hosted STRA only** The distinction between a "luxury" residence and a standard home is inherently subjective and difficult to define through planning policy. Restricting STRA based on perceived dwelling value could therefore be inequitable and potentially discriminatory. **Excluding Long-Term Non-Hosted STRA from Residential Areas** The 90-night restriction falls beyond the control of the local government.

			about it becoming STRA as having people drinking/smoking outside whilst our children play would be very unpleasant. We feel that long term tenants would be generally more respectful or less obtrusive. I also genuinely feel that STRA's should be restricted to hosted homes or luxury residences, simple homes should be saved for families and other local residents. It will take a strong council to stand up and make this the norm but would be an incredible win for community and housing availability!	*Schedule 2, part 7, cl.61 (ea) of the Planning and Development (Local Planning Schemes) Regulations 2015* allows hosted STRA to operate without development approval. For un-hosted STRA, development approval is only required when the property is rented for more than 90 nights in a relevant 12-month period. With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.
21	Resident	North Coogee	Q6 & 7- NEUTRAL I can see the benefit of having some short term accommodation and holiday home style options in the area. But also see the significance this may play on an area where families could live and provide home options for those wanting to have permanency in the area.	Noted
22	Resident	North Coogee	**SUPPORT:** I believe we need some hotel accommodation and maybe more apartments in the North Coogee area as well as increased leisure related businesses.	Noted. The planning framework does provide for these land uses in appropriate locations.
23	Resident	Hamilton Hill	**SUPPORT:** Q6 & 7- STRONGLY SUPPORT Safe but accessible area Q8 & 9- STRONGLY SUPPORT Parking on many streets is already over crowded Travellers usually come and go add off hours due to flight schedules; extra after hours noise impacting neighbours	Noted

			Q10 Multi dwelling buildings, units,	
24	Resident	North Coogee	**NEUTRAL** Q6 & 7 – OPPOSE It should be on a case by case basis taking into account the neighbourhood, the attractions for tourists and the businesses nearby that attract tourists. Ruling out short term accommodation within 400m radius of schools is an extremely biased and unfair approach. Q8 & 9 – OPPOSE This is a very narrow minded and biased approach. A battleaxe property would actually have more parking. Potential impacts on neighbours would not be any more than a street frontage property. This is actually an absurd conclusion, that the location of the property on the back or front of a block will effect whether the short stayers will be noisy or have more cars. In fact if its on a battleaxe, more than likely, the Owner will be living at the front and can keep an eye on the occupants during their stay and avert any disrespectful behaviour in the rare event it may occur. Q10 Your proposed rulings are absurd. Instead there should be a warning system whereby once a property receives 3 warnings from the Rangers regarding pre-specified disrespectful behaviour, the Owner can no longer let the property on a short term basis. Q13 & 14 – NEUTRAL The impact is that the boarding houses that currently have more than 12 lodgers will be detrimentally affected.	Noted **400m Radius School Restriction** Homeowners within the catchment would still have the opportunity to rent a room in their home, or their entire dwelling for up to 90 nights within a 12-month period, helping to offset mortgage costs. Setting school zoned as undesirable location prioritise long-term family housing near schools, as these locations are well suited to stable residential communities. Areas within 400 metres of a school — equivalent to an approximate 5-minute walk — represent a highly walkable catchment for young children and should be preserved. **Grouped Dwelling and Battle-Axe Exclusion** It is recommended that the draft amended LPP 1.15 be updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location. **Registration Cancellation** Local governments have limited ability to revoke a STRA approval before the expiry of its approval period. For this reason, the City considers that all STRA approvals should be granted for a fixed term. The City of Cockburn's planning team works closely with CoSafe and Rangers and will consider any compliance history when assessing a new application or renewal. Where a property has been the subject of warnings, complaints, or enforcement action, this will be considered and may affect the outcome of the application. However, these provisions apply only to un-hosted STRA operating for more than 90 nights within a relevant 12-month period, as these premises require development approval under the planning

				framework. Hosted STRA and un-hosted STRA operating for 90 nights or less do not require development approval under the State legislative framework, limiting the City's ability to regulate or review these operations through the planning system.
25	Resident	Success	**OPPOSE** Q6 & 7 – OPPOSE Why should you control what people do with their property STRA attracts tourists and supports the local economy Q8 & 9 – OPPOSE Same as my first answer	Noted **Controlling and the Local Economy** While STRA can support tourism and contribute to the local economy, it is recognised under the *Planning and Development (Local Planning Schemes) Regulations 2015* as a separate land use because it can have impacts that differ from permanent residential accommodation. The current regulatory framework already provides flexibility for property owners through exemptions for hosted STRA and limited un-hosted STRA (up to 90 nights in a relevant 12-month period), seeking to balance private property rights, economic benefits and community expectations.
26	Resident	South Lake	**SUPPORT** Q6 & 7 - SUPPORT To preserve the harmonious feel of the suburbs and avoid all uncertainties that an unhosted STRAs can bring Q8 & 9 – SUPPORT For the reasons mentioned above Q11 & 12 – SUPPORT Penalties for the occupants for not obeying the rules and for the owners of those properties Q13 & 14 – STRONGLY SUPPORT Less chance of adverse effects	Noted
27	Resident	North Coogee	**NEUTRAL** Q6 & 7 - SUPPORT Q8 & 9 – SUPPORT Q11 & 12 – SUPPORT	Noted

			Q13 & 14 - SUPPORT	
28	Resident	Lake Coogee	**SUPPORT** Q6 & 7 – STRONGLY SUPPORT I think there should be a maximum of 90 days on all properties for short-term rentals. Q8 & 9 - STRONGLY SUPPORT I do not support any short-term rentals for battle blocks Q10 All of cockburn Q11 & 12– STRONGLY OPPOSE I do not support short-term rentals for more than 90 days Q13 & 14 – STRONGLY SUPPORT 30 people in one location is too much.	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas** With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future. The requirement for Development Approval and included guidelines and time-limited approvals are considered a reasonable, balanced approach that provides landowners with flexibility whilst ensuring protection of residential amenity.
29	Resident	Coogee	**SUPPORT** Q6 & 7– STRONGLY SUPPORT Properties near schools should be available to families with kids to buy. If too many were to be rented short term it could become a safety issue with so many strangers around school area Q8 & 9– STRONGLY SUPPORT Makes sense Q11 & 12– STRONGLY SUPPORT I think this type of accommodation should be very limited, it can change the nature of a suburb. Generally I believe housing should be available to people to buy or rent fulltime, better for society. Q13 & 14 – STRONGLY SUPPORT	Noted

			Less disturbance for neighbours, less parking issues	
30	Resident	Lake Coogee	**SUPPORT** Q6 & 7 - STRONGLY SUPPORT We would prefer no unhosted STRA at all. We have had many bad experiences with a nearby short term rental property. Excessive noise late into the evening and early morning, patrons arriving and leaving at all hours, cars revving, one patron, when we went to complain, told us they were making a music video, rubbish left behind, guests dogs barking when they go out. Generally these people are on holidays and here for a good time and its usually at the expense of the local residents. Not knowing who is going to arrive, what they are like and how they might behave makes locals quite anxious and this is ongoing. It's terrible. Q8 & 9 – STRONGLY SUPPORT We would prefer no unhosted STRA at all. We have had many bad experiences with a nearby short term rental property. Excessive noise late into the evening and early morning, patrons arriving and leaving at all hours, cars revving, one patron, when we went to complain, told us they were making a music video, rubbish left behind, guests dogs barking when they go out. Generally these people are on holidays and here for a good time and its usually at the expense of the local residents. Not knowing who is going to arrive, what they are like and how they might behave makes locals quite anxious and this is ongoing. It's terrible. Q10 All local neighbourhoods. STRA's are not appropriate in local residential areas. Q11 & 12– STRONGLY SUPPORT Yes, STRA's even hosting less that 90 nights per year should be required to have development approvals. It makes them more accountable. Q13 & 14 – STRONGLY SUPPORT It will help improve local amenity, improve car parking availability and reduce impacts on locals slightly.	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas** This falls beyond the control of the local government. *Schedule 2, part 7, cl.61 (ea) of the Planning and Development (Local Planning Schemes) Regulations 2015* allows hosted STRA to operate without development approval. For un-hosted STRA, development approval is only required when the property is rented for more than 90 nights in a relevant 12-month period. With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.

			Q16 We believe unhosted STRA's with less that 90 stays nights per year should also have development approval. This will make them more accountable. Currently how does Council know if it is exceeded? Without development approval there are no penalties for hosts if the guests are anti social and impact the neighbourhood. We don't believe STRA's should be supported at all in residential areas. They should be confined to holiday precincts. A three strikes and your out policy should apply to hosts. Three complaints over a given time period and they lose development approval for 2 years.	
31	Landowner	Lake Coogee	**SUPPORT** Q6 & 7 - STRONGLY SUPPORT We would prefer no unhosted STRA at all. We have had many bad experiences with a nearby short term rental property. Excessive noise late into the evening and early morning, patrons arriving and leaving at all hours, cars revving, one patron, when we went to complain, told us they were making a music video, rubbish left behind, guests dogs barking when they go out. Generally these people are on holidays and here for a good time and its usually at the expense of the local residents. Not knowing who is going to arrive, what they are like and how they might behave makes locals quite anxious and this is ongoing. It's terrible. Q8 & 9– STRONGLY SUPPORT We would prefer no unhosted STRA at all. We have had many bad experiences with a nearby short term rental property. Excessive noise late into the evening and early morning, patrons arriving and leaving at all hours, cars revving, one patron, when we went to complain, told us they were making a music video, rubbish left behind, guests dogs barking when they go out. Generally these people are on holidays and here for a good time and its usually at the expense of the local residents. Not knowing who is going to arrive, what they are like and how they might behave makes locals quite anxious and this is ongoing. It's terrible.	Noted **Excluding Long-Term Non-Hosted STRA from Residential Areas** This falls beyond the control of the local government. *Schedule 2, part 7, cl.61 (ea) of the Planning and Development (Local Planning Schemes) Regulations 2015* allows hosted STRA to operate without development approval. For un-hosted STRA, development approval is only required when the property is rented for more than 90 nights in a relevant 12-month period. With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered three levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future. **Compliance**

			Q10 It should apply to all general neighbourhoods. Unhosted STRA's should be confined to holiday precincts. Q11 & 12– STRONGLY SUPPORT It seems currently that complaints about STRA need to have Cosafe attending before it's considered a legitimate complaint. That doesn't seem fair, particularly when CoSafe service in not able to attend. A three strikes and your out policy should apply. Three legitimate complaints from the neighbours should result in cancellation of the approval for 2 years. Q13 & 14 - STRONGLY SUPPORT As long as these lodging houses are general residential areas. These should be confined to high density areas. Q16 We don't believe STRA's should be supported in any general residential areas. These impact the overall amenity of the area and impact the social fabric of the community to the detriment of the local residents and neighbours. The host of the STRA gets paid but it's the local residents and neighbours that are impacted and yet do not recieve any compensation. There's limited incentive for the host to ensure that guests behave appropriately. A three strikes and your out rule should apply, ie; when three complaints are received within a given time frame the host loses approval for the STRA for a period of two years. STRA's should be confined to holiday precincts.	While neighbour complaints are important, the City needs independent verification to ensure issues are genuine and supported by evidence. Attendance by an authorised officer provides an objective assessment. While officers may not always be available due to operational priorities, this is expected to be the exception rather than the norm. The City must also consider whether any enforcement action could be defended before the State Administrative Tribunal, which requires tangible and verifiable evidence rather than unsubstantiated complaints alone. **Holiday Precinct** The City of Cockburn does not contain clearly designated long-term tourism areas. Identifying residential locations for STRA would introduce an unintended tourism function and may concentrate amenity impacts and risk displacing access to local services, public transport and neighbourhood facilities that are planned to support the needs of permanent residents first.
32	Resident	North Coogee	**SUPPORT** Q6 & 7 – SUPPORT Reduces the risk of antisocial people leasing close to a school area Q8 & 9 – OPPOSE There are enough traffic and parking problems in this our area and nearby local schools	Noted **Holiday Precinct(s)** The City of Cockburn does not contain clearly designated long-term tourism areas. Identifying residential locations for STRA would introduce an unintended tourism function and may concentrate amenity impacts and risk displacing access to local services, public transport and neighbourhood

			Q10 Port Coogee as there is a real shortage of parking particularly in the warmer months and on weekends Q11 & 12 - OPPOSE Q13 & 14 – SUPPORT Less likely to promote anti social behaviour, parking issues and health and safety standards	facilities that are planned to support the needs of permanent residents first.
33	Tourism business provider	Stirling	**OPPOSE** Q6 & 7 – OPPOSE While we acknowledge the City's objective of protecting long-term housing supply, we do not believe a blanket restriction on un-hosted STRA within 400 metres of schools is evidence-based or proportionate. The draft policy assumes that restricting STRA in school catchments will improve housing availability for families and support safer school environments. However, the policy does not provide evidence demonstrating that professionally managed STRA has negatively impacted school enrolments, pedestrian safety, or the availability of family housing within these areas. Many properties used for short-term accommodation are not suitable or attractive for long-term family occupation due to owner usage patterns, investment objectives, or visitor demand. Restricting these properties from operating as STRA does not necessarily mean they will return to the long-term rental market. Furthermore, housing affordability and supply are influenced by a wide range of factors including land availability, planning approvals, construction costs, population growth and broader economic conditions. It is unlikely that prohibiting STRA within arbitrary school catchments will have a measurable impact on these broader housing challenges. The proposed 400-metre exclusion would also capture significant areas of established suburbs, substantially reducing where STRA can operate regardless of a	The proposed measures are not a 'blanket restriction', with discretion still existing for applications to be received and considered. If there are particular circumstances where a property is specifically suitable for STRA this can be considered against the objectives of the policy. The City acknowledges that housing affordability and supply are influenced by a wide range of factors, which is why it is critical for all available levers to be used – STRA is an area of the planning framework where this can be influenced. In terms of an 'evidence base', it is reasonable to infer that the greater proportion of dwellings being used as STRA will reduce dwellings available for permanent residential housing. There is also no evidence that many properties used for STRA are not suitable for long-term family occupation, as these are dwellings that have been constructed for the purpose of permanent occupation in the normal manner. It is also noted the proposed measures to protect the school catchments for permanent residential uses have been broadly supported by the community. **Battleaxe lots** The City acknowledges feedback received that there may be circumstances where a battle-lot or lot within direct street frontage is suitable for STRA, and it is therefore recommended that this be reworded to

			property's individual characteristics or management standards. Professionally managed STRA can coexist successfully within residential neighbourhoods through appropriate occupancy limits, guest screening, noise management and responsive local management. We believe planning policy should focus on managing demonstrated amenity impacts rather than imposing blanket geographic exclusions. Where concerns arise, applications should be assessed on their individual merits, taking into account the property's design, location, management arrangements and compliance history. A more balanced approach would achieve the City's objectives while supporting tourism, local businesses, property owners and visitors without creating unnecessary restrictions or regulatory burden. Q8 & 9 – OPPOSE A blanket restriction on rear lots or battleaxe properties is not supported by evidence and does not appropriately recognize the diversity of residential properties within the City. Whether a property has direct street frontage is not, in itself, an indicator of whether it will create adverse impacts on neighbouring residents. Many battleaxe lots are modern homes on larger sites with generous setbacks, off-street parking and limited interaction with the street. In many cases, these properties generate less traffic and noise than homes located on busy streets. The potential impacts identified in the draft policy “such as noise, parking and traffic” are matters of property management and guest behaviour rather than lot configuration. Professionally managed STRA are subject to occupancy limits, guest screening, house rules, complaint management procedures and local management arrangements that effectively minimise these issues. If concerns exist regarding a particular property, these should be assessed on a case-by-case basis, taking into	state they are non-preferred locations, but will be considered where they can address specific concerns and criteria. **Time limited approvals** In the ‘Residential’ zone the City’s priority is the protection of residential amenity, and time-limited approvals provide greater certainty this can be achieved. The fact that a STRA land use has historically been well managed cannot be relied upon given these arrangements can change. In the context of what is a ‘commercial’ land use and its potential revenue, the requirement for annual Development Application renewals is considered reasonable and minimal with re-submission of the same material and the minimum application fee. Permanent approvals are not supported as this will remove permanent long-term housing from the housing stock. **Occupancy limits and operating requirements** The occupancy limits and operating requirements are only preferred operational characteristics to protect residential amenity and character from the potential impacts of STRA. Whilst these will typically be appropriate in most circumstances, it is acknowledged that dwellings and properties across the City have a large range of different characteristics, and all Development Applications will be assessed on their merits against the objectives of the policy. Therefore, in the event there is a large property whereby a greater occupancy may be deemed suitable (such as where there is adequate parking, separation from adjacent residential properties etc.) then there will be discretion to vary these standards. **Grouped Dwelling and Battle-Axe Exclusion**

			account factors such as site design, parking availability, access arrangements, proximity to neighbouring dwellings and the proposed management plan. Applying a blanket policy to all battleaxe or rear lots unnecessarily limits property owners without recognising that many of these properties can operate responsibly with no adverse impact on residential amenity. Planning policy should focus on measurable outcomes rather than assumptions based solely on lot layout. An assessment-based approach would better balance residential amenity with property rights, tourism accommodation and economic activity. Q10 No. We do not support introducing additional blanket geographic restrictions for STRA. Planning decisions should be evidence-based and consider the specific characteristics and management of each property rather than applying broad exclusions based on location Q11 & 12 – SUPPORT We partially support these requirements. We support reasonable measures that improve guest safety and ensure responsible operation of short-term rental accommodation. However, several of the proposed requirements are unnecessarily prescriptive, duplicate existing obligations, or create additional administrative burden without clear evidence of improved outcomes. <u>Time-limited approvals</u> We are reluctant to support mandatory 12-month approvals with ongoing renewal requirements. This creates unnecessary costs and uncertainty for property owners while increasing the administrative workload for the City. Where an operator has demonstrated a history of compliance and there have been no substantiated complaints, approvals should be granted for a minimum two years, or ideally remain ongoing unless compliance issues arise. <u>Emergency evacuation plans</u>	It is recommended that the draft amended LPP 1.15 has been updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location.

			We support the requirement for emergency evacuation plans in bushfire-prone areas. Guest safety is a priority, and professional STRA operators already provide emergency information to guests. This requirement is practical, proportionate and consistent with broader community safety objectives. <u>Occupancy limits and operating requirements</u> Reasonable occupancy limits are appropriate; however, they should be based on the size and design of the dwelling rather than arbitrary limits such as restricting accommodation to three bedrooms. Larger homes are designed to accommodate larger families and groups and should not be unnecessarily restricted where they can operate without impacting neighbours. Planning policy should focus on outcomes such as noise, parking and amenity rather than prescribing how many bedrooms may be used. <u>Signage requirements</u> We do not support mandatory external signage displaying contact details and STRA registration information. This is unnecessary given the State STRA Register and existing requirements for operators to provide contact information. External signage detracts from residential character, may create privacy and security concerns, and effectively advertises that a property is operating as visitor accommodation. Contact details should instead be available electronically or via letters to the City and neighbouring residents when required. Overall, the assessment framework should focus on demonstrated impacts and operator performance rather than introducing additional administrative requirements for all properties. A risk-based approach, where greater scrutiny is applied only to properties with a history of non-compliance or complaints, would reduce red tape while still protecting residential amenity and ensuring responsible operation. Q13 & 14 – STRONGLY OPPOSE While we recognise the City's intention to modernise the policy and improve consistency, reducing the maximum	

			occupancy from 30 to 12 people represents a significant policy change that may unnecessarily restrict accommodation options without clear evidence that the existing framework has created widespread planning or amenity issues. The draft policy does not provide evidence to justify this substantial reduction. Residential Buildings, including boarding houses, hostels and other forms of temporary accommodation, play an important role in providing diverse and affordable accommodation for students, seasonal workers, key workers, people relocating, and others who may not require or be able to access traditional housing. Reducing the occupancy limit to 12 people may have several unintended consequences, including: • reducing the viability of new accommodation developments; • limiting affordable and flexible accommodation options for workers, students and visitors; • increasing accommodation costs by reducing economies of scale; • discouraging investment in purpose-built accommodation; and • placing additional pressure on other forms of accommodation, including hotels and the long-term rental market. Rather than applying a universal occupancy limit, the City should assess proposals based on the capacity of the site and the quality of the development. Factors such as building design, parking, communal space, waste management, fire safety, and the ability to manage amenity impacts are more relevant indicators than a single numerical occupancy cap. A performance-based approach would provide greater flexibility while ensuring developments remain compatible with surrounding neighbourhoods and continue to meet appropriate planning, building and health standards. Q16	

			Yes. We commend the City for reviewing the policy in response to the introduction of the Short-Term Rental Accommodation Act 2024 and for seeking to provide clearer guidance for applicants. The inclusion of exemptions that align with the State planning framework, together with emergency evacuation requirements in bushfire-prone areas, are practical improvements that support both consistency and public safety. However, we believe several aspects of the draft policy should be amended to ensure regulation remains proportionate, evidence-based and does not create unnecessary administrative burden for either applicants or the City. Key recommendations include: • Remove blanket location restrictions, including the proposed 400-metre exclusion around schools and the general restriction on battleaxe or rear lots. These measures are not supported by evidence demonstrating that professionally managed STRA in these locations creates unacceptable planning impacts. Applications should instead be assessed on their individual merits. • Extend Development Approval periods for compliant operators. Mandatory 12-month approvals create unnecessary red tape and increase workload for both applicants and the City. Longer approval periods, with reviews only where substantiated compliance issues arise, would provide greater certainty while maintaining appropriate oversight. • Remove mandatory external signage displaying STRA registration numbers and contact details. Contact information can be maintained through the State STRA Register and provided directly to the City when required, without impacting residential streetscapes or creating unnecessary privacy and security concerns. • Adopt a performance-based assessment framework rather than prescriptive operational controls. Planning policy should focus on	

			measurable outcomes such as noise, parking, waste management and neighbourhood amenity rather than arbitrary restrictions on bedroom numbers or other operational matters. • Avoid duplication of State regulation. The State Government has introduced a comprehensive STRA registration and regulatory framework. Local planning policy should complement this framework rather than introduce overlapping requirements that increase costs and complexity for responsible operators. Finally, we encourage the City to continue engaging with professional STRA operators, tourism organisations and industry representatives during implementation of the policy. Professionally managed STRA contributes to the local economy by supporting tourism, local businesses, trades, cleaners, maintenance contractors and visitor spending, while also providing flexible accommodation for families, workers and visitors. A balanced policy can protect residential amenity while continuing to support these important economic and community benefits.	
34	Resident	Hamilton Hill	**SUPPORT** Q6 & 7 - STRONGLY SUPPORT Families and low income parents need access to these dwellings as a priority. I think you could extend the radius to 800m. Q8 & 9- STRONGLY SUPPORT Having revolving visitors at the rear of your property without surveillance is anxiety inducing, especially if you have children. How can we be confident visitors are safe within such proximity? Let alone impacts of potential noise and antisocial behaviour risks. Imagine a party going on just a few metres from your child's bedroom window, at night, potentially all year round! Q10 Blocks of townhouses/units. Q11 & 12 – STRONGLY SUPPORT	Noted The 400m catchment is considered a reasonable balance between allowing flexibility for STRA and protecting residential dwellings for permanent accommodation, whilst protecting the walkable catchment (400m generally correlates to a 5-minute walk). The policy will be reviewed regularly to ensure it meets the intent.

			Council to provide letter to adjoining properties notifying them of application, window to respond, and outcome of application. If approved, council to supply notification letter and information to adjoining properties including their escalation pathways, owner/keeper contact details, and any other relevant guidelines so they can be informed before commencement of tourist use. This is to support the owner/keeper as well, so they are supported by council through informed neighbours. Q13 & 14 – STRONGLY SUPPORT Shift customer base to family and small group tourism rather than parties and events or larger group tourism. My family from interstate used air bnbs in Hamilton Hill recently, which was great. They could be close to us but not in our house. They were 2 parents, 2 grandparents, and 4 kids. However, my visiting family are very noisy, nocturnal, and have fighting/screaming teenagers. If I were the neighbours I would not be happy! So, 12 seems a reasonable number to try and accommodate group needs whilst respecting wider impacts on neighbours and local environment. More than 12 lends itself to different rental uses and higher impacts on community. Q16 Include scheduled policy reviews that include reengagement for community feedback every 5 years. Include requirement for annual reporting on applications, approvals, cancellations/suspensions, volumes of visitor occupancy and calendar occupancy, volume of complaints or other reportable KPIs. Have these metrics published yearly and available to public, and sent as letters to adjoining properties. Create mechanisms to monitor neighbourhood character, safety, and community impacts and have these included in 5 yearly review.	
35	Resident	Beeliar	**NEUTRAL**	Noted

			Q6 & 7 – NEUTRAL I support measures that discourage the permanent loss of family housing to commercial short-term accommodation, particularly in areas surrounding schools. However, any restrictions should be evidence-based, with clear justification for the 400 m boundary and the 90-night threshold, and should be reviewed regularly to ensure they achieve their intended outcomes without unnecessarily restricting property owners. Q8 & 9 – OPPOSE I do not support a general presumption against approval for un-hosted STRA on rear or battleaxe lots based solely on lot configuration. The focus should be on whether the property can operate without adversely affecting neighbours. Factors such as adequate off-street parking, safe vehicle access, and effective on-site management are more relevant than whether the property has direct street frontage. Where the owner resides on the property and appropriate parking and access are provided, these properties should generally be considered suitable Q10– Streets with narrow rear access, limited on-street parking, and garages that realistically only accommodate one vehicle per dwelling Q11 & 12 – SUPPORT Occupancy should be proportionate to the size of the dwelling and available parking. Rather than a one-size-fits-all limit, Council should consider: Number of bedrooms. Off-street parking capacity. Street parking availability. Local access constraints. Signage is supported but should be discrete Q13 & 14 – NEUTRAL The allowable occupancy should take into account the size of the property, available communal facilities, parking, access and the likely impact on neighbouring properties. Well-designed and well-managed developments may be able to accommodate more than 12 occupants without adversely affecting the surrounding area, while smaller properties may require lower limits.	**400m Radius School Restriction** Homeowners within the catchment would still have the opportunity to rent a room in their home, or their entire dwelling for up to 90 nights within a 12-month period, helping to offset mortgage costs. Setting school zoned as undesirable location prioritise long-term family housing near schools, as these locations are prime locations, well suited to stable residential communities. Areas within 400 metres of a school — equivalent to an approximate 5-minute walk — represent a highly walkable catchment for young children and should be preserved. **Grouped Dwelling and Battle-Axe Exclusion** It is recommended that the draft amended LPP 1.15 be updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location. **Occupancy proportionate to dwelling size and parking** Given all measures are policy provisions there is flexibility to consider dwelling size, parking availability etc. when assessing an application.

36	Resident	North Coogee	**SUPPORT** Q6 & 7 – SUPPORT Long term residents are preferred option for stability of the suburb Q8 & 9– SUPPORT Longer term residents preferred option Q16 Parking and access to the beach is so limited that this needs to be taken into consideration for every option	Noted
37	Tourism business provider	Stirling	**OPPOSE** Q6 & 7 – STRONGLY OPPOSE The proposed 400-metre exclusion zone around primary and secondary schools for un-hosted STRA operating more than 90 nights per year is not supported. While Let Go supports measures that protect residential amenity and encourage responsible operation of short-term accommodation, we do not believe the proposed school catchment restriction is evidence-based, proportionate, or necessary in the context of Cockburn. The City's own discussion paper acknowledges that STRA-related complaints within Cockburn are currently limited and that population growth, dwelling supply constraints and construction delays are the primary drivers of housing affordability pressures in Western Australia, rather than STRA itself. Q8 & 9– STRONGLY OPPOSE Let Go does not support the proposed policy position that generally discourages approval of un-hosted STRA operating more than 90 nights per year on battleaxe lots or properties without direct street frontage. While we acknowledge the City's desire to protect neighbourhood amenity, we do not believe there is	Noted **400m Radius School Restriction** Homeowners within the catchment would still have the opportunity to rent a room in their home, or their entire dwelling for up to 90 nights within a 12-month period, helping to offset mortgage costs. Setting school zoned as undesirable location prioritise long-term family housing near schools, as these locations are prime locations, well suited to stable residential communities. Areas within 400 metres of a school — equivalent to an approximate 5-minute walk — represent a highly walkable catchment for young children and should be preserved. **Grouped Dwelling and Battle-Axe Exclusion** It is recommended that the draft amended LPP 1.15 be updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location.

			sufficient evidence presented in the discussion paper to justify a blanket restriction based solely on lot configuration. The proposal assumes that battleaxe lots inherently create greater amenity impacts; however, the City has not demonstrated that these properties generate higher complaint rates, more parking issues, or poorer compliance outcomes than other STRA properties within Cockburn. In many cases, battleaxe properties can be well-suited to short-term accommodation. They are often separated from street activity, offer greater privacy for guests and neighbours, and can have lower levels of passing traffic than conventional street-front properties. The suitability of a property is more appropriately determined by its individual characteristics, management arrangements, parking provision and operational history rather than its lot layout alone. The City's own discussion paper acknowledges that STRA complaints within Cockburn are currently limited and that the number of approved un-hosted STRA operating beyond 90 nights is relatively small. Given this context, imposing broad location-based exclusions appears disproportionate to the demonstrated scale of the issue. We are also concerned that this approach may unnecessarily reduce accommodation supply and negatively impact property owners who have invested in compliant and professionally managed accommodation. Many battleaxe properties are already used successfully for short-term accommodation without creating unreasonable impacts on surrounding residents. A more balanced approach would assess each application on its merits and consider: The quality of the management plan; Availability of onsite parking; Guest occupancy levels; Property design and setbacks; Complaint history; and Demonstrated impacts on neighbouring properties. This performance-based approach would allow the City to address genuine problem properties without creating	**Approval Length** As per section 2.2.1of the Policy 'Where the City is satisfied that the STRA has been appropriately managed, subsequent approvals may be granted for a longer period up to three years.' **Occupancy Limits** The policy excludes guests under 16 from the guest count, meaning children and teenagers can share a room with their parents where appropriate. Limiting the number of guests per bedroom, consistent with typical household living arrangements, helps prevent overcrowding and maintains the residential character and amenity of the area. **Signage Requirements** This measure will assist in making properties easily identifiable, enhancing operator accountability, and encouraging compliance with operational requirements. It will also provide neighbouring residents with a clear point of contact for resolving issues promptly. Signage requirements apply only to STRA operating for more than 90 nights within a relevant 12-month period so it is anticipated that many of these properties will be professionally managed, in which case the name and contact details of the management company will be displayed. **Limited complaints** The City of Cockburn is seeking to proactively ensure a growing and cumulative impact of STRA on the permanent housing stock does not occur, looking at the trends seen interstate and overseas. **Lodging houses** The maximum capacity for lodging houses has been reduced from 30 to 12 to reflect the limit established under the R-Codes and ensuring consistency with the State planning framework.

			unnecessary restrictions on responsible operators and property owners. Q10 Let Go does not support the introduction of additional blanket exclusion areas beyond those already proposed. The City should focus on actual operational impacts rather than broad geographic restrictions. Q11 & 12 – NEUTRAL Let Go supports practical and proportionate regulation; however, several of the proposed requirements could be improved to reduce administrative burden while still achieving the City's objectives of protecting residential amenity and ensuring responsible operation of STRA. 1. Time-Limited Approvals We recommend extending approval periods for compliant operators. The proposed requirement for all approvals to initially be issued for only 12 months creates uncertainty and generates ongoing administrative costs for both operators and the City. Operators who demonstrate good compliance, have no substantiated complaints and consistently meet approval conditions should be eligible for approvals of at least 3-5 years from the outset. Council resources should be focused on monitoring and managing non-compliant properties rather than repeatedly reassessing compliant operators whose circumstances have not changed. 2. Occupancy Limits We recommend a more flexible, property-specific approach. The proposed limit of two guests per bedroom may be appropriate as a general guideline, however it should not operate as a rigid standard applied to every property regardless of size, design or parking capacity. Larger family homes can often accommodate more guests without creating adverse impacts. Assessment should consider factors such as dwelling size, number of bathrooms, available parking and local amenity	

			considerations rather than relying solely on a fixed numerical limit. 3. Signage Requirements We recommend removing the requirement to publicly display owner or manager contact details. Professional operators already provide emergency and management contact information through booking platforms, management plans and the State STRA registration system. Public display of personal contact details raises privacy and security concerns and may encourage nuisance complaints. If signage is considered necessary, it should be limited to displaying the STRA registration number and a generic management contact, rather than personal information. 4. Emergency Evacuation Plans We support this requirement. Providing emergency evacuation information in bushfire-prone areas is a sensible safety measure and aligns with an operator's responsibility to ensure guest safety. We support retaining this requirement provided the information required is practical, standardised and easy for operators to implement. 5. Management Plans The existing management plan requirements are appropriate and already provide Council with a framework to address parking, noise, waste and neighbourhood concerns. Rather than introducing additional restrictions, we encourage the City to provide a standard management plan template that can be adopted by operators. This would improve consistency, reduce application costs and simplify administration. Overall, we encourage the City to focus on compliance outcomes and demonstrated impacts rather than introducing prescriptive requirements that may increase costs and red tape without delivering measurable community benefits. Properties that are well managed and have a positive compliance history should face fewer	

			regulatory burdens than properties that generate complaints or fail to meet approval conditions. Q13 & 14 – OPPOSE Let Go understands the City's objective of improving clarity around residential-style accommodation uses and ensuring that larger accommodation operations are appropriately managed. However, we are concerned that reducing the allowable capacity from 30 lodgers to a maximum of 12 people may have unintended consequences and unnecessarily restrict accommodation diversity within the City. The proposed change represents a significant reduction in accommodation capacity and may reduce the viability of certain forms of affordable and transitional accommodation. Properties that previously operated legitimately under the existing framework may become non-compliant or economically unviable if occupancy limits are substantially reduced. The change may also reduce the supply of accommodation options for: Workers on temporary contracts. Students. People relocating to the area. Visitors requiring longer-term accommodation. Individuals seeking lower-cost accommodation alternatives. At a time when housing affordability and accommodation availability remain important issues across Western Australia, reducing accommodation capacity may unintentionally limit housing choice rather than increase it. The discussion paper itself recognises that population growth and housing supply constraints are major pressures within the broader housing market. We also note that the current policy already contains a range of development standards relating to management, parking, location and operational requirements. In our view, the suitability of a Residential Building should continue to be assessed primarily on its ability to manage impacts such as noise, parking, waste and neighbourhood	

			amenity rather than relying on a substantially reduced occupancy threshold. A blanket cap of 12 occupants may not accurately reflect the capacity of larger sites that are specifically designed to accommodate more people without generating adverse impacts. Well-designed and professionally managed facilities can often accommodate greater numbers while maintaining appropriate amenity outcomes. We would encourage the City to consider a more flexible approach that: Assesses occupancy based on site size, building design and available facilities. Considers parking, management arrangements and neighbourhood impacts. Allows larger capacities where applicants can demonstrate compliance with amenity requirements. Provides transitional arrangements for existing approved operators. Overall, while we support clearer planning definitions and modernised assessment criteria, we are concerned that the proposed reduction from 30 occupants to 12 may unnecessarily reduce accommodation supply, limit housing choice and affect the viability of existing operators without clear evidence that the current framework is causing significant issues within Cockburn. Q16 Let Go appreciates the significant work undertaken by the City to review and modernise Local Planning Policy 1.15. We support the objective of providing greater clarity around the assessment of tourist and alternative accommodation and recognise the importance of balancing residential amenity with accommodation choice and tourism outcomes. However, we believe the final policy would benefit from several amendments to ensure it remains evidence-based, proportionate and aligned with the State STRA framework. 1. Greater emphasis should be placed on actual impacts rather than blanket restrictions.	

			Throughout the draft policy, several provisions rely on broad location-based exclusions and presumptions against approval. In our view, planning decisions should primarily focus on demonstrated impacts such as noise, parking, complaints, safety concerns and compliance history. A well-managed property should not be disadvantaged solely because of its proximity to a school or its lot configuration. This would provide a fairer and more defensible planning outcome. 2. Existing compliant operators should be protected through transitional arrangements. Many property owners have invested significant capital based on the current planning framework and State Government reforms. The City should ensure that any approved operators are not unfairly disadvantaged by new requirements and should consider grandfathering or transition provisions for existing lawful operations. 3. The policy should better recognise the economic contribution of STRA. The discussion paper acknowledges that Cockburn is supported by more than 320 registered STRA properties that contribute to the City's accommodation offering and assist visitors accessing local attractions, recreation facilities and neighbouring tourism destinations. STRA supports local employment, hospitality, retail spending, trades and tourism activity. These economic benefits should be explicitly recognised within the policy objectives alongside residential amenity considerations. 4. Longer approval periods should be available to compliant operators. The policy should reward responsible operation. Operators with strong compliance histories and no substantiated complaints should be eligible for longer approval periods without the need for ongoing administrative reassessment. This would reduce cost and red tape for both operators and the City while allowing resources to be directed towards genuine compliance issues. 5. Consistency with the State STRA framework should remain a priority. The State Government has recently introduced a comprehensive registration and planning framework for STRA. Local policy should complement this framework	

			rather than create additional layers of regulation that vary significantly between local governments. Greater consistency across jurisdictions improves compliance, reduces uncertainty and provides clearer expectations for property owners. 6. Focus enforcement on problematic operators rather than creating additional blanket controls. The discussion paper notes that complaints relating to STRA within Cockburn are currently limited. In our view, an effective compliance and enforcement framework targeted at genuinely problematic properties is likely to deliver better outcomes than broad restrictions applied to all operators regardless of performance. In summary, Let Go supports the intent of the draft policy and many of its objectives. However, we encourage the City to adopt a more balanced approach that protects residential amenity while also recognising property rights, supporting tourism accommodation, minimising unnecessary administrative burden and encouraging investment by responsible operators. Such an approach would provide a stronger long-term outcome for residents, visitors, businesses and property owners alike.	
38	Resident	Success	**SUPPORT:** Q6 & 7 – STRONGLY SUPPORT I support the proposed restriction, as the growth of un-hosted short-term rentals can reduce the availability of long-term housing and change the character and stability of residential neighbourhoods. However, I do not believe these concerns are limited to properties within 400 metres of schools. The council should also consider broader measures to prevent an excessive concentration of short-term rentals in residential areas. Q8 & 9 – STRONGLY SUPPORT Un-hosted short-term accommodation on rear or battleaxe lots can have a disproportionate impact on neighbouring residents because of limited parking and the close proximity of surrounding homes. Regular guest turnover may also affect the residential character and amenity of the neighbourhood. Q10	Noted. **Excluding Long-Term Non-Hosted STRA from Residential Areas:** The 90-night restriction falls beyond the control of the local government. *Schedule 2, part 7, cl.61 (ea) of the Planning and Development (Local Planning Schemes) Regulations 2015* allows hosted STRA to operate without development approval. For un-hosted STRA, development approval is only required when the property is rented for more than 90 nights in a relevant 12-month period. With regards to un-hosted STRA operating more than 90 nights in a relevant 12-month period, the City considered 3 levels of regulation when preparing the policy. The 3rd approach looked at only supporting un-hosted short-term accommodation in residential areas if it has a direct interface with noise generating (non-residential) uses. At this stage, this

			Similar protections should apply more broadly across established residential neighbourhoods. Consideration should also be given to cul-de-sacs, narrow streets, strata complexes and areas with limited parking Q11 & 12 – STRONGLY SUPPORT Q13 & 14 – STRONGLY SUPPORT Reduce the potential for overcrowding and limit the noise, traffic, parking and waste issues. A 12-person limit will help ensure these properties remain compatible with the surrounding neighbourhoods Q16 I support the protections proposed for properties within 400 metres of schools, but believe the policy should consider applying similar protections more broadly across residential neighbourhoods. The impacts of un-hosted short-term accommodation, including noise, traffic, parking pressures and changes to neighbourhood character, are not limited to areas near schools.	option was considered overly restrictive given the relatively low number of STRA properties and the limited number of complaints received. As the STRA sector continues to evolve, the City will monitor its impacts and consider whether changes to the policy are needed in the future.
39	STPM Business Operator	Perth	**COMMENT:** As an operator managing a substantial portfolio of short-term accommodation, I understand the City's objective of protecting residential amenity. Based on the summary provided, however, I do have concerns that restrictions relating to schools, battleaxe lots, bedroom numbers and recurring time-limited approvals may be too broad. In practice, the quality of the management often has far more bearing on neighbourhood amenity than the configuration or location of the property itself. A professionally managed property has clear accountability, guest screening, enforceable house rules, noise monitoring and 24-hour support, whereas problems are more likely to arise where there is insufficient oversight or no effective response when an issue occurs. I believe the policy would be stronger if properties were assessed on their individual merits, including parking, occupancy, proximity to neighbours, management arrangements and compliance history. Where a property	Noted The City's policy must recognise that now all STRA will be professionally managed. In response to submissions, additional criteria are proposed to allow lots within direct street frontage to be considered.

			or owner presents a higher risk, requiring professional management as a condition of approval may be a more targeted and effective response than broadly excluding otherwise suitable properties. I would welcome the opportunity to discuss this with you and provide practical industry feedback before the policy is finalised, particularly around how professional management could form part of a more targeted compliance framework.	
40	Government Department (LGIRS)	Perth	**COMMENT:** I am reaching out to provide feedback on the draft Local Planning Policy 1.15 : Tourist and Alternate Accommodation, shared with the Department of Local Government, Industry Regulation and Safety (LGIRS) on 29 July 2026. In particular, the City's reference to the WA STRA planning framework, and that operators of STRA may use dwellings for the purpose of unhosted STRA for a maximum of 90 nights within a calendar year without needing to obtain prior development approval. Clause 61(2)(eb)(iii) of the Planning and Development (Local Planning Schemes) Regulations 2015 (Planning Regulation) prescribes that development approval (DA) is not required for works if used as unhosted short-term rental accommodation for no more than 90 nights in a **relevant 12-month period**. Clause 61(10) indicates that a reference in subclause (2)(eb) to a relevant 12-month period in relation to unhosted short-term rental accommodation is a **reference to the period of 12 months commencing on the day on which the owner or occupier registered the dwelling under the *Short-Term Rental Accommodation Act 2024* Part 3**, or **any subsequent 12-month period commencing on the anniversary of that day**. LGIRS shares STRA registration data with the City through access to the STRA Register. This provides access to STRA registration records for premises registered in the City of Cockburn, including property location, records of bookings (and count of booked nights), and registration expiry date, allowing for monitoring of compliance with DA requirements. This	Noted. It is recommended the policy be amended to refer to a 12-month period, rather than 'calendar year', as there was no intention to create inconsistency with the Regulations.

			allows for visibility where STRA has exceeded the 90-night DA exemption period. The STRA Register also issues notification to operators of STRA in the Perth metro region when 80 & 90 booked nights have been reached within a 12-month registration period, informing operators of DA requirements for unhosted STRA. In accordance with the Planning Regulations, The STRA Register calculates booked nights within a 12-month registration period, with this calculation re-setting when the registration enters a new (renewal) period. This applies to the information that is shared with local governments, and notification of DA requirements issued to STRA operators. Should the City use booked nights by calendar year as the indicator to when development approval for unhosted STRA is required (as suggested in the draft policy), this will be inconsistent with how booked nights are calculated and displayed in the STRA Register. This may result in inconsistencies in assessment with determining when a DA may be required for unhosted STRA (if the City is to use STRA registration data to form this assessment), and information shared with industry. I wish to provide feedback on whether changes should be considered to the City's draft Local Planning Policy 1.15, to capture un-hosted STRA operating for more than 90 nights within a 12-month period of STRA registration (rather than within a calendar year).	
41	Resident	Spearwood	**OPPOSE:** Q6 & 7 – OPPOSE Supports only a certain sector of the community. 400m doesn't alter catchment availability that much. Q8 & 9 – SUPPORT Q11 & 12 – OPPOSE Q13 & 14 - OPPOSE	Noted
42	Resident	Spearwood	**OPPOSE:** Q6 & 7 – OPPOSE Hotels are not restricted why should small business be.	Noted

			Q8 & 9 – STRONGLY OPPOSE No more noise or disruption from short term tenants than long term tenants. What's the evidence!? And again, why a rear block would cause more disruption than a street facing block. Seems prejudice to me Q11 & 12 – STRONGLY SUPPORT Define time limited approvals Q13 & 14 – OPPOSE More housing crisis and families not staying together	**Battleaxe lots** Comments regarding rear battleaxe lots are noted, and proposed modifications to the policy are recommended to provide criteria to consider such lots. **Hotels versus STRA** The purpose of the 'Residential' zone under TPS 3 is to provide a range of housing options, encourage high quality residential development, and allow non-residential uses only where they are compatible with and complementary to the surrounding residential area. Hotels are generally located in commercial, mixed-use, centre, or tourism precincts rather than residential neighbourhoods. By contrast, non-hosted STRA is a non-residential use operating within Residential zones and therefore must be managed to ensure it remains compatible with the residential character and amenity of the area.
43	Resident	Coogee	**COMMENT:** Q6 & 7 – NEUTRAL I think it might enable families to live, buy and rent in closer proximity to schools but in reality it is unlikely to have a major impact. Q8 & 9 – OPPOSE STR's operating through the major OTA's like Airbnb etc have rules around noise/parties etc and most of them restrict these activities. As such, if there is an issue it can be reported and enforced through removal of the guest causing the noise issue. Any home, if battleaxe should also have parking provided as part of the build or zoning/building requirements at the time so I don't believe that operating as an STR will have any more impact that other homes. Q11 & 12 – SUPPORT No.	Noted. **Battleaxe lots** The requirements recognise that not all STRA will necessarily be operated through OTA's where there is an element of regulation through that system. The issue with dwellings on battleaxe lots or lots without direct street frontage is the greater potential for negative impacts due to multiple interfaces, communal access etc. However, the City is recommending some further guidance around potential STRA for these lots, recognising there may be circumstances where they are appropriate, whilst still acknowledging they are generally non-preferred locations.

			Q13 & 14 – SUPPORT Less issue with congestion, parking and noise in an area due to the reduction in size and capacity of a lodging house Q16 No	
44	STA Business Operator		**SUPPORT:** We support the City's goal of protecting residential amenity, but based on the summary circulated, some of the proposed restrictions — around school proximity, battleaxe lots, bedroom numbers, and time-limited approvals that require repeat renewal — seem broader than necessary to achieve that goal. In our experience managing a large portfolio of STA properties, amenity outcomes are driven far more by the standard of management than by a property's layout or location. Well-managed properties have clear accountability: guest vetting, enforceable house rules, noise monitoring, and round-the-clock response capability. Issues tend to arise where oversight is weak or there's no one available to act when a complaint comes in — not because of a property's bedroom count or lot type. A more effective policy, in our view, would assess properties on individual risk factors — parking, occupancy limits, proximity to neighbours, management standards, and compliance history — rather than applying blanket exclusions to categories of otherwise compliant homes. For higher-risk properties or operators, mandating professional management as a condition of approval would target the actual risk more precisely than ruling out properties based on their physical characteristics.	Noted The physical characteristics of the property are likely to influence the potential impact of STRA, including parking and activity and are relevant to the appropriateness of a property of STRA. The City's priority is protecting residential amenity. The policy does not propose 'blanket exclusions' and all measures are preferred operational characteristics, with proposals considered on their merits.
45	Residents	North Coogee	**SUPPORT**: The Council of Owners appreciates the opportunity to comment on the proposed amendments to Local Planning Policy 1.15 and supports the City of Cockburn's objective of providing a clear and consistent planning framework for short-term rental accommodation	Noted **Residential Apartment Buildings** The City recognises that apartment buildings present unique considerations and that proposals for long-term non-hosted STRA may warrant careful

			(STRA), while protecting residential amenity and the supply of housing for permanent occupation. Our submission is directed particularly to unhosted STRA within established residential strata apartment buildings. 1. Residential strata buildings require particular consideration A residential apartment building is fundamentally different from a detached dwelling. Residents share entrances, foyers, lifts, corridors, stairwells, parking areas and other common property. They have shared costs for cleaning and maintenance. A permanent residential community also develops an expectation of familiarity, security and continuity among residents. Unhosted STRA introduces a materially different pattern of occupation, with frequent turnover of paying guests who may have no connection with the residential community. The resulting impact can extend beyond the individual apartment to shared areas and the amenity, security and sense of community of the entire building. For this reason, we submit that the assessment of unhosted STRA should expressly distinguish established residential strata buildings from detached dwellings. 2. The previous LPP 1.15 (1) 1.4 recognised this distinction The current LPP 1.15 provides that the use of one or more of grouped dwellings within a complex for tourist accommodation shall generally not be supported. It also provides that tourist accommodation in the form of apartments on residential land should include an entrance/foyer with a reception desk attended during check-in and check-out times. We acknowledge that the State's subsequent STRA reforms have changed the classification and regulatory	assessment. For this reason, it is recommended the policy be amended to include the following provisions: *Unhosted STRA will not be supported in multiple dwellings unless there is sufficient evidence provided indicating the STRA can operate under the Strata bylaws and/or approval from the Strata Company.* *Where the above can be demonstrated, consideration will be given to the impacts of the proposed application and whether it can function appropriately within an apartment building, including parking, access, security, noise and any potential nuisance to common areas that may impact residential amenity.*

			framework and that the City proposes to address STRA separately within the amended policy. However, we submit that the planning rationale underlying these existing provisions remain relevant. The removal of the provisions should not result in reduced recognition of the particular impact that unhosted STRA can have within a residential apartment complex. We therefore ask that equivalent protections for established residential strata buildings be retained in an appropriate form within the new STRA provisions. 3. Recommended policy approach We respectfully submit that the amended LPP 1.15 should expressly recognise that: • Unhosted STRA in an established residential strata apartment building may have impacts materially different from those associated with a detached dwelling; • the shared nature of common property should be considered in assessing residential amenity, security, noise, parking, additional shared costs and visitor impacts; • the established residential character and expectations of the existing community should be a relevant consideration; • applications for Unhosted STRA within residential strata apartment buildings should be assessed having regard to the cumulative effect of transient occupation on the building and residents; and • where a strata scheme has a valid registered by-law prohibiting STRA, the existence and purpose of that by-law should be recognised as a relevant contextual consideration in the planning and assessment, without suggesting that planning law and strata-law are interchangeable. Conclusion	

			We support the City's intention to provide greater clarity and consistency in the assessment of Unhosted STRA. However, we respectfully request that the amended LPP 1.15 retain a specific and meaningful recognition of the particular planning and residential amenity issues arising when Unhosted STRA is introduced into an established residential strata apartment building.	
46	Tourism Business Partner	Aus/NZ	**COMMENT:** **About ASTRA** ASTRA is the peak industry association for short-term rental accommodation across Australia and New Zealand. ASTRA represents participants across the short-term rental accommodation sector, including hosts, property managers, and the broader network of small businesses that support short-term accommodation. The sector encompasses a wide range of accommodation models, from families sharing their own homes, regional holiday homes, hosted accommodation, and flexible temporary accommodation. ASTRA advocates for balanced, evidence-based regulation that protects residential amenity, supports local businesses, and respects the property rights of everyday homeowners. Since the introduction of Western Australia's statewide short-term rental accommodation framework in 2024, ASTRA has worked, and continues to work, collaboratively with the WA Government and local councils to ensure the smooth implementation of clear, consistent, and practical settings state-wide. **STRA in Cockburn** Short-term rental accommodation (STRA) forms an important part of Cockburn's overall accommodation offering, providing flexible options for visitors, workers, and families. The overwhelming majority of STRA operators are everyday families sharing their primary residence or secondary property at different life stages—whether travelling for work, living interstate or overseas temporarily, FIFO workers sharing their homes while away, or sharing their home during holiday periods. For many Cockburn residents, hosting provides an economic	Noted The exemptions available under the Regulations provide generous flexibility for landowners to use their primary residence for STRA, including for periods of travel (up to 90 days in a 12-month period). Hosted STRA offers flexibility to rent unused rooms in a dwelling to assist with cost-of-living pressures or supplement retirement income. Additional flexibility for landowners is not considered to be necessary. **400m School Buffer Zone** The proposal does not restrict hosted STRA which is exempt, therefore households that live near a school can still share their home. **Grouped Dwelling and Battle-Axe Exclusion** It is recommended that the draft amended LPP 1.15 be updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a 12-month period on rear battleaxe lots or lots lacking direct street frontage, notwithstanding their continued designation as a non-preferred location. **Approval Length** As per section 2.2.1of the Policy 'Where the City is satisfied that the STRA has been appropriately managed, subsequent approvals may be granted for a longer period up to three years.'

			lifeline to help meet rising mortgage costs, keep pace with cost-of-living pressures, or supplement retirement income. Importantly, STRA is not solely used for holiday travel. ASTRA's industry data indicates that around 40 per cent of stays are for non-leisure purposes, including work travel, medical visits, family care, education, emergency displacement, and temporary relocation. The economic benefits of STRA extend directly into the local economy, supporting trade maintenance, cleaning services, retail, and local hospitality across Cockburn. Across Western Australia, hosts on Airbnb alone contribute $1.8 billion in total Gross State Product, $1.2 billion in guest spending, and directly support 8,600 jobs across the state.[1] **Response to the Proposal** ASTRA acknowledges the City of Cockburn's practical approach in excluding caps and broad zoning exclusions from the proposed framework. As noted in the Discussion Paper, caps and zoning restrictions are difficult to administer fairly, create inequity among Cockburn homeowners and are inappropriate policy mechanisms. ASTRA supports Council's focus on operational management to address genuine amenity consideration in a targeted way. However, to maintain a balanced framework, this same logic should apply to the proposed school buffers and battle-axe and group dwelling exclusions, which create similarly arbitrary exclusions and property inequities across Cockburn neighbourhoods. **Broader Housing Context & Cockburn Local Impact** As highlighted in the Discussion Paper, broader housing pressures across Western Australia and Australia are shaped by complex structural factors, including population growth, construction timelines, interest rate shifts, and broader income trends relative to housing costs. Within the City of Cockburn, out of 47,413 total private dwellings[2], there are currently 130 registered unhosted STRA properties[3]. Council's discussion paper indicates that 27% of these unhosted properties operate for more	

			than 90 nights per year[4], representing approximately 35 dwellings. This cohort accounts for just 0.074% of Cockburn's total housing stock. Restricting or prohibiting ~35 properties will have a mathematically imperceptible impact on housing availability while placing unnecessary restrictions on Cockburn homeowners and administrative burden on Council. It is also worth noting that static registration figures do not fully reflect how STRA operates in practice. Unlike dedicated commercial accommodation, short-term accommodation arrangements are naturally fluid. Homeowners often choose to host intermittently, moving properties on and off the register as their personal circumstances, work requirements, or family needs change over time. Because this small pool of properties naturally shifts between uses, restricting such small numbers would have a negligible effect on housing availability and affordability, while removing practical flexibility for local families navigating different stages of life. [4] City of Cockburn. Discussion Paper. Long Term Un-hosted STRA LPP: Unhosted_STRA_-_Discussion_Paper.pdf [3] STRA Accommodation Registration data. Government of Western Australia (accessed 7 August 2026): Short-Term Rental Accommodation registration data [2] ABS data. Cockburn (accessed 7 August 2026): 2021 Cockburn, Census All persons QuickStats | Australian Bureau of Statistics [1] Oxford Economics report reveals Airbnb's $20.3 billion impact in Australia. August 2025: Oxford Economics report **400m School Buffer Zone Inequity** ASTRA strongly opposes the proposed provision to generally refuse unhosted STRA within 400 metres of primary and secondary schools. This creates an inherently inequitable outcome: local families who happen to live near a school are stripped of their ability to share their home, while identical homeowners outside the buffer retain that flexibility. Furthermore, the Discussion Paper provides no local evidence demonstrating that STRA within 400 metres of a school creates a distinct, measurable impact on child safety, traffic, or neighbourhood stability compared to properties outside that boundary. Without supporting data, applying a 400-	

			metre radius around every school functions as an arbitrary location-based prohibition rather than a proportionate tool to manage actual operational risk. **Multi-Dwelling and Battle-Axe Exclusion** The proposal to automatically exclude battle-axe lots and internal dwellings within grouped developments—while carving out an exception solely for front dwellings facing the street—introduces severe spatial distortion and property inequality. In a multi-dwelling site or strata scheme, all lot owners pay identical rates and maintenance contributions, yet this policy arbitrarily prevents internal residents in Cockburn from sharing their homes while allowing the front owner to do so based solely on property geometry. The draft Policy already incorporates the requirement for all operators to submit a tailored Management Plan to address potential operational considerations such as parking, noise, and waste. Furthermore, in WA, Strata and Community Title schemes are already governed by scheme by-laws, which dictate whether STRA can operate within a complex. Rather than imposing a blanket planning exclusion across non-street-frontage lots, Council should rely on these existing Management Plan requirements and established scheme by-laws to manage amenity effectively. **ASTRA recommends:** 1. removing the 400m school buffer 2. removing the general exclusion for battle-axe lots and internal dwellings 3. assess applications case-by-case using Management Plan requirements 4. allow longer renewal periods for well-managed STRA where there is no history of complaints or amenity issues **Conclusion** ASTRA acknowledges the City of Cockburn's policy objectives to improve housing outcomes and preserve residential amenity. However, as the Discussion Paper highlights, unhosted STRA operating over 90 nights	

			represents a fraction of a percent (0.074%) of Cockburn's overall housing footprint. ASTRA supports proportionate operational controls that address genuine amenity concerns, provided they are flexible, evidence-based and assessed against actual management practices rather than blanket assumptions. Achieving Council's strategic goals does not require blunt, spatial exclusions that strip everyday homeowners of their ability to supplement their income by sharing their most expensive asset. Instead, residential character and neighbourhood wellbeing can be effectively safeguarded through the operational controls already proposed in LPP 1.15 in addition to Council's noise controls and other amenity regulations. ASTRA welcomes the opportunity to continue working with the City of Cockburn to refine draft LPP 1.15 into a balanced framework that protects local amenity while maintaining fairness and flexibility for Cockburn residents.	
47	Tourism Business provider (Airbnb)	Worldwide	**OPPOSE:** Q6 & 7 – STORNGLY OPPOSE The City's own Discussion Paper indicates that STRA registrations in Cockburn have been declining since November 2025, and that the number of complaints related to STRA is "limited" in the City. Taken together, this points to a local STRA market that is modest in scale and not generating the kind of amenity pressure that would justify a significant escalation in regulation. On this evidence, the case for moving from minimal regulation to a more restrictive policy setting has not been established. Airbnb recommends the City retain its current regulation settings for un-hosted STRA - continuing to rely on the existing management plan, on-site parking and amenity-based assessment requirements - rather than adopting the more restrictive controls proposed. The rationale for a 400-metre exclusion around all primary and secondary schools is over-inclusive and under evidenced. The rationale for this criterion appears directed	Noted **400m Radius School Restriction** Homeowners within the catchment would still have the opportunity to rent a room in their home, or their entire dwelling for up to 90 nights within a 12-month period, helping to offset mortgage costs. Setting school zoned as undesirable location prioritise long-term family housing near schools, as these locations are prime locations, well suited to stable residential communities. Areas within 400 metres of a school — equivalent to an approximate 5-minute walk — represent a highly walkable catchment for young children and should be preserved. **Grouped Dwelling and Battle-Axe Exclusion** It is recommended that the draft amended LPP 1.15 has been updated to include assessment criteria for non-hosted STRA frontage properties operating for more than 90 nights in a relevant 12-month period on rear battleaxe lots or lots lacking direct street

			at general housing-supply and neighbourhood-stability objectives, rather than any specific, demonstrated STRA amenity impact associated with proximity to schools. The AHURI research cited in the Discussion Paper indicates that un-hosted STRA is generally a secondary factor in metropolitan housing pressures unless it is highly concentrated. If the concern is housing availability or neighbourhood stability, the relevant question is whether STRA is concentrated in the areas affected by the proposed exclusion. The City's evidence does not establish that connection. Given the number and distribution of schools across the City, a 400-metre exclusion could exclude a substantial share of residential property from eligibility for un-hosted STRA. That outcome would be significant, particularly if applied cumulatively with the other proposed exclusionary criteria. We recommend that the City remove the 400-metre school exclusion and instead assess STR proposals near schools on their individual merits, using the same planning tools already available to the city, rather than excluding a property from consideration based on proximity alone. Q8 & 9 – STRONGLY OPPOSE The City's own Discussion Paper indicates that STRA registrations in Cockburn have been declining since November 2025, and that the number of complaints related to STRA is "limited" in the City. Taken together, this points to a local STRA market that is modest in scale and not generating the kind of amenity pressure that would justify a significant escalation in regulation. That evidence does not point to an unmanaged or escalating problem. Rather it suggests the local market is reflecting the operation of the State's STRA regulatory framework, supported by Airbnb's own 24/7 Neighbourhood Support Line, which allows nearby residents to raise concerns directly and receive a response without council intervention. This is a sign the City can achieve its	frontage, notwithstanding their continued designation as a non-preferred location. The City of Cockburn is seeking to proactively ensure a growing and cumulative impact of STRA on the permanent housing stock does not occur, looking at the trends seen interstate and overseas. The City has sought stakeholder feedback on the proposed approach which has been broadly supported by the community who have expressed concern regarding the potential impact widespread STRA. **Approval Length** As per section 2.2.1 of the Policy 'Where the City is satisfied that the STRA has been appropriately managed, subsequent approvals may be granted for a longer period up to three years.' Whilst it is understood this may not provide the level of certainty some provider may want; this is considered critical to ensure the impact of STRA generally can be continually monitored and the policy approach adjusted as required. **Signage Requirements** This measure will assist in making properties easily identifiable, enhancing operator accountability, and encouraging compliance with operational requirements. It will also provide neighbouring residents with a clear point of contact for resolving issues promptly. Signage requirements apply only to STRA operating for more than 90 nights within a relevant 12-month period so it is anticipated that many of these properties will be professionally managed, in which case the name and contact details of the management company will be displayed. The measures introduced by Airbnb to minimise the negative impacts of STRA are acknowledged as

			objectives through proportionate, evidence-led settings rather than significant additional intervention. On this evidence, the case for moving from minimal regulation to a more restrictive policy setting has not been established. Airbnb recommends the City retain its current regulation settings for un-hosted STRA - continuing to rely on the existing management plan, on-site parking and amenity-based assessment requirements - rather than adopting the more restrictive controls proposed. The draft policy states that STRA 'will generally not be approved' on battleaxe lots or lots without street frontage. This appears to create a broad presumption against approval based on lot geometry alone, rather than any assessed or demonstrated amenity impact at a given property. The Discussion Paper gives general planning rationales for the proposed location criteria, but does not identify Cockburn-specific verified complaint evidence linking battleaxe lots or lots without street frontage to STRA amenity impacts. Given the City's evidence that STRA complaints are limited overall, a location-based presumption against approval should not be adopted unless evidence shows that this specific category of property is causing distinct or recurring amenity impacts. A battleaxe lot does not create amenity impacts simply because of its geometry. The relevant question is whether the specific property can operate as STRA without unacceptable impacts on neighbouring residents, having regard to matters such as noise, traffic and overflow parking. Airbnb recommends that the City remove the blanket presumption against approval for battleaxe lots and lots without street frontage, and instead assess these properties on a case-by-case basis against effects-based criteria. This approach is consistent with the approaches taken by other metropolitan councils, including the City of	positive steps. However, not all STRA are registered through such platforms.

			Joondalup and City of Gosnells, and would be more proportionate, transparent and closely aligned with the City's evidence. Q11 & 12 – STRONGLY OPPOSE Airbnb understands the City's rationale for introducing standard time-limited approvals in place of Section 29 certificate enforcement. However, the proposed renewal test, which would require the City to have 'due regard to the history of the STRA operation' is not sufficiently clear. Without objective criteria, renewal decisions become uncertain for hosts and inconsistent for decision makers over time. Given the City's statement that STRA complaints are limited, renewal should be directed to actual operating history rather than a broad discretionary reassessment each year. This would direct regulatory scrutiny where justified, while giving well-managed home owners a clear pathway to renewal. That certainty is particularly important for home owners who have invested in compliance, registration, management systems, insurance, and guest-safety measures. Well-managed home owners should not face renewal uncertainty in the absence of non-compliance. Airbnb recommends that the City adopt clear and objective renewal criteria, rather than the undefined 'history of the operation' test currently proposed. These could largely draw on requirements already in place; continued state registration, an up-to-date management plan and current owner/manager contact details, and compliance with approval conditions. This would give hosts, neighbours, and Council officers greater certainty while preserving the City's ability to refuse renewal where there are well understood and documented grounds. The proposed limit of one booking for properties with up to three bedrooms, together with a maximum of two guests per bedroom, is too rigid for the visitor needs that STRA accommodates.	

			On restricting the number of bookings by bedroom count: The Discussion Paper does not identify larger bookings or higher-bedroom dwellings as a demonstrated driver of verified complaints in Cockburn. In that context, a fixed cap risks regulating theoretical impacts rather than actual behaviour. On restricting the number of guests per bedroom: Larger family groups, multi-generational travel, carers accompanying patients, relocating households, and other visitors may all require larger properties where guest limits by bedroom would be problematic. It is unclear how the City would capture the required information for each of these restrictions and enforce these criteria. We recommend the City retain existing flexibility where it can be demonstrated that the property can accommodate the proposed occupancy without adverse amenity impacts, rather than applying a fixed cap. While Airbnb supports transparency and accountability, requiring individual dwellings to display signage listing the STRA registration number, home owner or manager contact details may create safety and privacy concerns for hosts. Most of Airbnb's hosts in Western Australia are ordinary residents rather than commercial operators - 85% share just one property - and many host only when they themselves are away, meaning the property can be visibly vacant during a listed stay. Publicly identifying a property as an un-hosted short-term rental can expose it to unwanted attention or crime risk while vacant, and can compromise the safety of hosts or guests who need to keep an address confidential, including those escaping domestic violence. The State's STRA Register already provides a mechanism for transparency. Members of the public can search a specific address to confirm whether it is registered as STRA or verify a registration number, without the owner's or manager's personal contact details being publicly disclosed. The State Government's new interactive	

			reporting tool, launched on 7 August 2026, provides further public visibility of STRA activity through monthly data by region, local government area, accommodation type and hosting status. Airbnb's 24/7 Neighbourhood Support Line also allows neighbours to report concerns about a specific property directly. Airbnb recommends the City remove the mandatory on-site signage requirement. Existing State-level registration and reporting mechanisms already provide appropriate transparency, while Airbnb's neighbourhood support channel provides a direct pathway for concerns to be raised, without creating the privacy and safety risks associated with publicly identifying individual homes and displaying host or manager contact details. Q13 & 14 – NEUTRAL Airbnb is a community-based platform that connects people who want to share their homes with guests seeking unique, local travel experiences. Across Western Australia, and increasingly in the City of Cockburn, Airbnb helps broaden accommodation options for visitors, supporting the City's role both as a recreation and day-trip destination in its own right and, in the years ahead, as a critical accommodation node for the workforce build-up associated with the Henderson Defence Precinct, HMAS Stirling and Australia's AUKUS submarine enterprise. According to a recent report by Oxford Economics using Airbnb data, guests who stay in listings on Airbnb make significant contributions to local economies and jobs. The latest available figures show that in Western Australia, Airbnb guest spending contributed $1.8 billion to Gross State Product, supported 8,600 jobs, and generated $600 million in wages. Source: Oxford Economics, The Economic Impact of Airbnb in Australia, 2025 (2024 prices). While Airbnb supports the City's efforts to modernise and clarify its planning framework, we have significant concerns that several of the additional controls proposed for un-hosted STRA- particularly the 'moderately	

			regulated' option set out in the Discussion Paper - go beyond what the City's own evidence base supports, and risks constraining a flexible accommodation option that will become increasingly important to the sub-region as major defence investment proceeds. Q16 Airbnb welcomes the opportunity to make a submission in response to the City of Cockburn's public advertising of the draft amended Local Planning Policy 1.15 - Tourist and Alternative Accommodation (including STRA), and the accompanying Discussion Paper: Long Term Un-hosted STRA LPP. We commend the City for reviewing its policy framework following the State Government's short-term rental accommodation (STRA) planning reforms, and for the detailed, evidence-based approach taken in the Discussion Paper. Airbnb is a community-based platform that connects people who want to share their homes with guests seeking unique, local travel experiences. Across Western Australia, and increasingly in the City of Cockburn, Airbnb helps broaden accommodation options for visitors, supporting the City's role both as a recreation and day-trip destination in its own right and, in the years ahead, as a critical accommodation node for the workforce build-up associated with the Henderson Defence Precinct, HMAS Stirling and Australia's AUKUS submarine enterprise. While Airbnb supports the City's efforts to modernise and clarify its planning framework, we have significant concerns that several of the additional controls proposed for un-hosted STRA- particularly the 'moderately regulated' option set out in the Discussion Paper - go beyond what the City's own evidence base supports, and risks constraining a flexible accommodation option that will become increasingly important to the sub-region as major defence investment proceeds. We set out our concerns and recommendations below. 2. Airbnb in Western Australia According to a recent report by Oxford Economics using Airbnb data, guests who stay in listings on Airbnb make	

			significant contributions to local economies and jobs. The latest available figures show that in Western Australia, Airbnb guest spending contributed $1.8 billion to Gross State Product, supported 8,600 jobs, and generated $600 million in wages. Source: Oxford Economics, The Economic Impact of Airbnb in Australia, 2025 (2024 prices). Most of our hosts in WA are everyday Australians who share just one property (85%) on our platform, which helps many remain in their local community by supplementing their income through home sharing. In a survey of WA hosts, 78% say hosting on Airbnb allows them to meet the rising cost of living and 50% say their hosting income has helped them stay in their home. Almost a third (30%) of WA hosts work in education, healthcare, hospitality or the arts. For many hosts, sharing their home is not a commercial enterprise - it is a practical response to cost-of-living pressures, and a way to welcome visitors to the communities they love. 3. Airbnb and the City of Cockburn's Visitor Economy While the City of Cockburn plays an important role within the greater Perth visitor economy, it is important to understand that guests often use STRA, including Airbnb, for non-leisure travel. For example, Fiona Stanley Hospital provides a broad range of specialist services to patients across Western Australia, including those who must travel from regional areas for treatment over extended periods. For these patients, STRA allows partners, children, parents, pets and carers to stay nearby in a setting that is often more practical, affordable, and supportive than a hotel room. This matters because recovery is not only clinical, but emotional and relational, and many families need accommodation that feels home-like while loved ones receive care. Preliminary findings from a forthcoming 2026 Griffith University report confirm that guests in these situations frequently describe STRA as their only viable option.	

			The same need will become increasingly important as the City's civic and sporting role expands. From 2026, Cockburn ARC is expected to host AFLW matches, drawing spectators, visiting players, support staff, and families who will need accommodation close to the venue. The City's broader plans for mixed-use health, education and community facilities will only increase demand from visitors who are not holidaymakers, but patients, carers, students, professionals, athletes, and families participating in the life of the City. A balanced supply of STRA is better understood as essential visitor infrastructure that supports health access, major events, local economic activity, and the City's development as a connected regional destination. STRA already plays a meaningful role in meeting this demand. As outlined in the Discussion Paper, slightly more than half of registered STRA properties in the City are un-hosted. An un-hosted listing means the owner isn't staying on the property during a guest's visit. Often, homeowners are travelling themselves, visiting family, or living elsewhere temporarily. Un-hosted does not by default mean the property is owned by an investor or run as a commercial operation. The majority of un-hosted listings in WA are a person's primary home which is empty for a short window. The City's evidence indicates that these properties are widely distributed across the local government area, broadening the City's accommodation mix beyond hotels, caravan parks, and camping facilities, and helping meet visitor needs in locations and circumstances that traditional commercial accommodation alone may not adequately serve. Notably, the City's own analysis shows that STRA registrations in Cockburn have been declining since November 2025, and that the number of complaints associated with STRA remains limited. That evidence does not point to an unmanaged or escalating problem. Rather it suggests the local market is reflecting the operation of the State's STRA regulatory framework,	

			supported by Airbnb's own 24/7 Neighbourhood Support Line, which allows nearby residents to raise concerns directly and receive a response without council intervention. This is a sign the City can achieve its objectives through proportionate, evidence-led settings rather than significant additional intervention. A similarly measured approach can be seen in Brisbane, where the City Council announced in May 2026 that it would not proceed with its proposed Short Stay Accommodation Local Law, citing federal tax uncertainty, interest-rate pressure on the housing market, and evidence that short-term rentals serve broader community needs, including housing for domestic violence survivors, insurance claimants, and hospital patients. 4. STRA as Essential Accommodation Infrastructure for AU KUS-Driven Growth The City of Cockburn sits at the heart of one of the most significant industrial transformations in Western Australia's history. The Commonwealth-owned Henderson Defence Precinct, located within the City of Cockburn, has been confirmed as a cornerstone of Australia's continuous naval shipbuilding and nuclear-powered submarine sustainment enterprise under AU KUS. Together with the adjacent HMAS Stirling naval base and the Submarine Rotational Force - West, which is expected to host rotational United Kingdom and United States submarines from 2027, activity across Henderson and HMAS Stirling is forecast to generate more than 10,000 jobs over the next two decades. This is growth the City's own Council has publicly welcomed, which will have direct implications for local accommodation demand. This demand is likely to be varied and specialised: construction workers, technical trades, visiting contractors, and Defence and AU KUS partner personnel, some staying days or weeks and others for longer, some alone and some with family. The City's existing Workforce Accommodation provisions, built around single-employer, project-specific housing, are unlikely to fully capture this more diffuse, multi-employer build-up. Airbnb expects STRA will form part of the accommodation mix that helps	

			meet this demand, and we encourage the City to treat that potential contribution as a live consideration in finalising LPP 1.15, rather than settling on more restrictive default settings before this demand is better understood. 5. Comments on the Draft Policy and Discussion Paper Airbnb's comments below focus on the 'moderately regulated' option identified in the Discussion Paper, which appears closest to the direction reflected in the draft policy provisions. Airbnb supports proportionate, evidence based regulation that addresses demonstrated amenity impacts. However, the draft policy appears to go further than the evidence base currently justifies, particularly through broad exclusionary criteria that would restrict unhosted STRA based on location or property type rather than actual operating impacts. 5.1 The evidence base does not support an increased level of regulation The City's own Discussion Paper indicates that STRA registrations in Cockburn have been declining since November 2025, and that the number of complaints related to STRA is "limited" in the City. Taken together, this points to a local STRA market that is modest in scale and not generating the kind of amenity pressure that would justify a significant escalation in regulation. On this evidence, the case for moving from minimal regulation to a more restrictive policy setting has not been established. Airbnb recommends the City retain its current regulation settings for un-hosted STRA - continuing to rely on the existing management plan, on-site parking and amenity-based assessment requirements - rather than adopting the more restrictive controls proposed. 5.2 400-metre school exclusion zone The rationale for a 400-metre exclusion around all primary and secondary schools is over-inclusive and under	

			evidenced. The rationale for this criterion appears directed at general housing-supply and neighbourhood-stability objectives, rather than any specific, demonstrated STRA amenity impact associated with proximity to schools. The AHURI research cited in the Discussion Paper indicates that un-hosted STRA is generally a secondary factor in metropolitan housing pressures unless it is highly concentrated. If the concern is housing availability or neighbourhood stability, the relevant question is whether STRA is concentrated in the areas affected by the proposed exclusion. The City's evidence does not establish that connection. Given the number and distribution of schools across the City, a 400-metre exclusion could exclude a substantial share of residential property from eligibility for un-hosted STRA. That outcome would be significant, particularly if applied cumulatively with the other proposed exclusionary criteria. We recommend that the City remove the 400-metre school exclusion and instead assess STR proposals near schools on their individual merits, using the same planning tools already available to the city, rather than excluding a property from consideration based on proximity alone. 5.3 Blanket exclusion of battleaxe lots and lots without street frontage The draft policy states that STRA 'will generally not be approved' on battleaxe lots or lots without street frontage. This appears to create a broad presumption against approval based on lot geometry alone, rather than any assessed or demonstrated amenity impact at a given property. The Discussion Paper gives general planning rationales for the proposed location criteria, but does not identify Cockburn-specific verified complaint evidence linking battleaxe lots or lots without street frontage to STRA amenity impacts. Given the City's evidence that STRA complaints are limited overall, a location-based	

			presumption against approval should not be adopted unless evidence shows that this specific category of property is causing distinct or recurring amenity impacts. A battleaxe lot does not create amenity impacts simply because of its geometry. The relevant question is whether the specific property can operate as STRA without unacceptable impacts on neighbouring residents, having regard to matters such as noise, traffic and overflow parking. Airbnb recommends that the City remove the blanket presumption against approval for battleaxe lots and lots without street frontage,and instead assess these properties on a case-by-case basis against effects-based criteria. This approach is consistent with the approaches taken by other metropolitan councils, including the City of Joondalup and City of Gosnells, and would be more proportionate, transparent and closely aligned with the City's evidence. 5.4 Transitional arrangements for existing home owners The draft policy does not appear to address transitional arrangements for existing, lawfully operating un-hosted STRA that would newly fall within an excluded category (for example, a battleaxe lot or a property within 400m of a school) if the policy is adopted. This is important where the City's material indicates that registrations have been declining and complaints remain limited. Existing lawful home owners who have operated without verified amenity impacts should not be displaced solely because a new policy introduces broad exclusionary criteria. Home owners may have obtained approvals, registered under the State framework, made compliance investments, and operated without complaint. It would be disproportionate for such home owners to lose their ability to operate solely because of a new policy setting, particularly where there is no evidence of adverse amenity impacts from the individual property.	

			We recommend the City confirm that existing, currently approved STRA will be permitted to continue operating, or otherwise provide for an appropriate transition period. 5.5 Time-limited approvals and renewal uncertainty Airbnb understands the City's rationale for introducing standard time-limited approvals in place of Section 29 certificate enforcement. However, the proposed renewal test, which would require the City to have 'due regard to the history of the STRA operation' is not sufficiently clear. Without objective criteria, renewal decisions become uncertain for hosts and inconsistent for decision makers over time. Given the City's statement that STRA complaints are limited, renewal should be directed to actual operating history rather than a broad discretionary reassessment each year. This would direct regulatory scrutiny where justified, while giving well-managed home owners a clear pathway to renewal. That certainty is particularly important for home owners who have invested in compliance, registration, management systems, insurance, and guest-safety measures. Well-managed home owners should not face renewal uncertainty in the absence of non-compliance. Airbnb recommends that the City adopt clear and objective renewal criteria, rather than the undefined 'history of the operation' test currently proposed. These could largely draw on requirements already in place; continued state registration, an up-to-date management plan and current owner/manager contact details, and compliance with approval conditions. This would give hosts, neighbours, and Council officers greater certainty while preserving the City's ability to refuse renewal where there are well understood and documented grounds. 5.6 Booking and occupancy limits The proposed limit of one booking for properties with up to three bedrooms, together with a maximum of two	

			guests per bedroom, is too rigid for the visitor needs that STRA accommodates. On restricting the number of bookings by bedroom count: The Discussion Paper does not identify larger bookings or higher-bedroom dwellings as a demonstrated driver of verified complaints in Cockburn. In that context, a fixed cap risks regulating theoretical impacts rather than actual behaviour. On restricting the number of guests per bedroom: Larger family groups, multi-generational travel, carers accompanying patients, relocating households, and other visitors may all require larger properties where guest limits by bedroom would be problematic. It is unclear how the City would capture the required information for each of these restrictions and enforce these criteria. We recommend the City retain existing flexibility where it can be demonstrated that the property can accommodate the proposed occupancy without adverse amenity impacts, rather than applying a fixed cap. 5.7 Signage requirements While Airbnb supports transparency and accountability, requiring individual dwellings to display signage listing the STRA registration number, home owner or manager contact details may create safety and privacy concerns for hosts. Most of Airbnb's hosts in Western Australia are ordinary residents rather than commercial operators - 85% share just one property - and many host only when they themselves are away, meaning the property can be visibly vacant during a listed stay. Publicly identifying a property as an un-hosted short-term rental can expose it to unwanted attention or crime risk while vacant, and can compromise the safety of hosts or guests who need to keep an address confidential, including those escaping domestic violence.	

			The State's STRA Register already provides a mechanism for transparency. Members of the public can search a specific address to confirm whether it is registered as STRA or verify a registration number, without the owner's or manager's personal contact details being publicly disclosed. The State Government's new interactive reporting tool, launched on 7 August 2026, provides further public visibility of STRA activity through monthly data by region, local government area, accommodation type and hosting status. Airbnb's 24/7 Neighbourhood Support Line also allows neighbours to report concerns about a specific property directly. Airbnb recommends the City remove the mandatory on-site signage requirement. Existing State-level registration and reporting mechanisms already provide appropriate transparency, while Airbnb's neighbourhood support channel provides a direct pathway for concerns to be raised, without creating the privacy and safety risks associated with publicly identifying individual homes and displaying host or manager contact details. 6. Our Commitment to Safety and Good Behaviour Airbnb continues to prioritise the safety of our community and implement measures to deter parties and stamp out poor behaviour. The overwhelming majority of guests who stay in Airbnb listings behave appropriately and treat the home and surrounding community with care and respect. Where issues do arise, Airbnb works actively to respond and prevent recurrence. Over the past four years we have launched more than 810 new features and upgrades to help make Airbnb an overall better service for both hosts and guests. Some of these measures include: A global ban on parties at Airbnb listings, permanently codified since July 2022. Since its initial implementation in 2020, the rate of parties reported over New Year's Eve has decreased by 70% in Australia.	

			A high-risk reservation screening system that uses technology to identify potentially problematic reservations and prevent bookings from being completed, first piloted in Australia in October 2021 and now occupies a long-term place in the company's global anti-party arsenal. The Neighbourhood Support Line at airbnb.com/neighbours, enabling nearby residents to report concerns directly and request a call from a specialised Airbnb support agent. 7. Airbnb City Portal and Support for the WA Registration Scheme To better support local governments, Airbnb has launched a purpose-built product known as the City Portal, designed to equip regulators with data and tools to enforce local rules and inform better policy. Through the Airbnb City Portal, local governments can access: The extent of STRA properties in the area, monthly guest volumes, and data on where guests are travelling from. The average amount an Airbnb guest spends per day in the local community, local business and attraction recommendations, and other economic impact data. Streamlined access to Airbnb's 24/7 Neighbourhood Support Line, and Airbnb's dedicated law enforcement portal. We would welcome the opportunity to meet with the City's planning team in person to walk through the Portal and get the City set up (this can also be requested via the Airbnb website). The data available through this tool would directly support the City's monitoring of the STRA sector as it evolves, including in the lead-up to AU KUS-related workforce demand - and inform future local planning policy development. Airbnb has also engaged in good faith with the State Government to help establish the mandatory STRA registration scheme. We note the Department of Local Government, Industry Regulation and Safety's new interactive STRA reporting tool, launched on 7 August 2026, as a further positive step towards transparency	

			which should give the City a more complete picture of the local STRA sector. 8. Conclusion Airbnb supports the City's efforts to provide clearer guidance for STRA hosts, but respectfully request that the City reconsider the proportionality of the locational exclusions, occupancy limits and signage requirements outlined above. We also encourage the City to give further consideration to the accommodation implications of Cockburn's broader visitor economy and growth drivers before adopting a more highly regulated framework. Airbnb is committed to being a positive partner to the City as it navigates this transition. We would welcome the opportunity to meet with the City's planning team to provide a briefing, discuss any of the matters raised in this submission, and help onboard the team onto the Airbnb City Portal	

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Policy Type

Local Planning Policy

Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This policy may be cited as Local Planning Policy (LPP) 1.15 -Tourist and Alternative Accommodation (including STRA).

Introduction

The City of Cockburn is well placed to accommodate tourists with good access to Perth CBD and Fremantle, major transport networks, health and educational facilities, and access to world-class beaches. Tourist and other short-term accommodation proposals are therefore expected to increase within the City and Town Planning Scheme No.3 (TPS3) provides only limited development standards for such proposals.

The purpose of this policy is to ~~e~~:

~~E~~stablish a clear framework for the assessment of Tourist and alternative accommodation by providing Development Standards for the following land use types:

- Tourist and Visitor Accommodation/Hotels
- Hosted and Un-hosted Short-Term Rental Accommodation (STRA)
- Caravan Parks
- Camping Grounds
- Workforce Accommodation
- Residential Buildings – including Lodging Houses under the *Health (Miscellaneous Provisions) Act 1911*

These land use definitions are defined in TPS3, the Residential Design Codes (R-Codes – Residential Building) or in the *Short-Term Rental Accommodation Act 2024* and broadly referred to as 'tourist and alternative accommodation' within this policy.

The permissibility of tourist and alternative accommodation proposals shall be in accordance with the Zoning Table of TPS3. This policy does not provide development standards for long-stay Park Homes, Residential Parks or Lifestyle Villages.

Some proposals, depending on the specifics of the operation, may be identified as Lodging Houses for the purposes of the City's Local Health Law although such a land use is not defined in TPS3. Regardless of the development's land use designation under TPS3, all Lodging Houses shall adhere to the requirements of the City's Local Health Law.

The City may request that applicants provide details of compliance with the Health Local Law, and such requirements may form conditions of Development Approval. Specific requirements for Lodging Houses are provided in section 5 of this policy.

[1]

Changes to Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Objectives

The objectives of this policy are:

- To ensure that tourist and alternative accommodations are appropriately located, designed, and managed to respond to demand whilst protecting the character of the locality and the amenity and wellbeing of nearby residents.
- To safeguard the primary purpose of residential and rural (living) areas in providing residential dwellings which are affordable and available for permanent accommodation on a long-term basis.
- To protect the City's dwelling stock for permanent accommodation to meet the housing needs of the local community as a priority.
- To protect dwellings within the walkable catchment of schools for permanent accommodation to meet the needs of the community and to support safe school environments that encourage active transport.
- To concentrate Caravan Parks and Camping Grounds within existing sites in the Parks and Recreation Reserve of the City's coastal area, where high amenity, adequate infrastructure, and a clear tourism role can be achieved.

Application

This policy applies to the entire Scheme area of the City of Cockburn to guide discretionary decisions relating to tourist and alternative accommodations.

Policy Provisions

(1) <u>Tourist and Visitor Accommodation/Hotels</u>

1.1 A Keeper/Manager is not required to reside at the premises.

1.2 Proposals including a mix of uses including permanent residential and Tourist and Visitor Accommodation or Hotel within the same development should provide sufficient separation of the uses to ensure the amenity of permanent residents is adequately protected.

1.3 Proposals for Tourist and Visitor Accommodation in the form of apartments on residential zoned land shall be designed so that the building height generally accords with the maximum building height permitted for multiple dwelling development as prescribed by the R-Codes.

Changes to Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

1.4 Proposals for Tourist and Visitor Accommodation or Hotels in the form of apartments shall include an entrance/foyer with a reception desk attended by staff during check-in and check-out times.

1.5 Car parking for Tourist and Visitor Accommodation and Hotel shall be located on-site and in accordance with TPS3 provisions.

(2) Short Term Rental Accommodations (STRA)

2.1 Exempt from Development Approval

Hosted STRA: Proposals for the use of a portion of a residential dwelling where the owner/occupier is present shall be deemed a hosted STRA and is exempt from the requirement to obtain development approval in accordance with clause 61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Un-hosted STRA (up to 90 nights): Proposals for the use of a single house where the owner/occupier is not present whilst it is being used for tourist accommodation or short-stay purposes shall be defined as un-hosted STRA. In accordance with clause 61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, operators may use dwellings for the purpose of un-hosted STRA for a maximum of 90 nights in a relevant 12-month period ~~within a calendar year~~ without needing to obtain prior development approval.

2.2 Un-hosted STRA – More than 90 nights

An un-hosted STRA operating more than 90 days within a calendar year must obtain a Development Approval.

2.2.1 General requirements

i. All approvals will be for a 12-month period, after which renewal, via an application to amend Development Approval will be required. In considering a renewal, due regard will be given to the history of the STRA operation. Where the City is satisfied that the STRA has been appropriately managed, subsequent approvals may be granted for a longer period up to three years.

ii. Prior to commencement of the use, the landowner shall implement an approved Management Plan to the satisfaction of the City. Refer to Appendix A – Section (2).

iii. Proposals for Un-hosted STRA in bushfire prone areas are to provide an Emergency Evacuation Plan and communicate this to accommodation guests.

[3]

Changes to Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

2.2.2 Properties within or adjoining a Residential zone

STRA will generally not be approved in ~~the following locations:~~

~~i. Battleaxe lots and lots/dwellings without street frontage, except for the front lot of a grouped dwelling development (including where access is provided via common property), due to the potential to impact residential amenity through noise, activity, traffic and overflow parking.~~

~~ii P~~properties located within a 400m radius from primary and secondary schools, to protect the availability of permanent housing for families with children within the walkable catchment, and to support safe pedestrian environments that encourage walking and cycling.

2.2.3 Dwellings on battleaxe lots or with no direct street frontage

i. STRA will generally not be approved in dwellings on rear battleaxe lots or lots without direct street frontage as they can generate greater impacts and disturbance to adjacent residents through noise, activity, traffic and overflow parking due to multiple interfaces and shared accessway.

ii. Whilst they are non-preferred locations, the City may support STRA on rear battleaxe where:

- Development Approval is limited to cycles of six (6) months only for the initial approval, to demonstrate adequate property management is occurring onsite, and thereafter cycles of twelve (12) months only;
- The number of guests is restricted to no more than six (6);
- Any 'Common Property' driveway is kept clear of vehicle parking and other obstructions;
- A Sign Onsite is displayed at the street level to clearly designate entry points, such that no disturbance occurs to immediate neighbours;
- A Sign Onsite is displayed at the street level which clearly designates a 24hr Property Manager contact (mobile phone);
- Prohibition of all parties / gatherings of people who are not identified as authorised guests

2.2.4 Multiple Dwellings

Changes Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

i. Unhosted STRA will not be supported in multiple dwellings unless there is sufficient evidence provided indicating the STRA can operate under the bylaws and/or approval from the Strata Company.

ii. Where the above can be demonstrated, consideration will be given to the impacts of the proposed application and whether it can function appropriately within an apartment building, including parking, access, security, noise and any potential nuisance to common areas that may impact residential amenity.

2.2.~~3~~5 Preferred operational characteristics

The following are preferred operational characteristics to protect residential amenity and character from the potential impacts of STRA:

i. The property is to be rented as a single booking only, for up to three bedrooms.

ii. The property has a maximum occupancy of no more than two persons per bedroom. Persons under 16 years of age are exempt from this restriction. Rooms not designed as bedrooms (e.g. lounge/dining/ living/theatre rooms) will not be supported for use as bedrooms for the purpose of calculating maximum occupancy.

iii. The property shall display one sign per dwelling, not exceeding 0.5m² in area. Signage must include the STRA registration number and a 24hr property manager contact ~~contact details of the owner or manager~~. Where multiple STRA operate on a site, signage should be consolidated where practicable.

iv. Where a proposal does not comply with the preferred operational characteristics, it must demonstrate that it maintains the amenity and established character of residential areas by ensuring the location, scale, design, and operation of un-hosted short-term rental accommodation are appropriate to the setting.

2.2.~~4~~4 Properties within the Rural, Rural Living or Resource zones

Proposals within the 'Rural', 'Resource' or 'Rural Living' zone are to be designed, sited and manage to minimise impact on the environmental values, character and function of rural land.

(3) Caravan Parks and Camping Grounds

3.1 Definitions

Changes as Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Camping Ground – means an area of land on which camps, but not caravans, are situated for habitation.

Caravan Park – Is defined under the *Caravan Parks and Camping Grounds Act 1995* as – 'an area of land on which caravans, or caravans and camps, are situated for habitation', however there is flexibility for campers on private property under the *Caravan Parks and Camping Grounds Regulations 1997*, including camping on private property for up to 5 days without approval and up to 24 months with local government approval. To provide clarification as to when Development Approval is required (in addition to approval under the *Caravan Parks and Camping Grounds Regulations 1997)*, a site containing more than 2 occupied caravans will be considered a 'Caravan Park' requiring Development Approval.

3.2 Development Standards

Land uses that meet the above definitions of Caravan Park or Camping Ground will be dealt with as a 'Use not listed' under TPS3, requiring Development Approval, and the following provisions will apply:

i. The strongly preferred location for such uses is within the existing sites (reserved 'Parks and Recreation' under the Metropolitan Region Scheme) in the City's recreational coastal area where they have a high level of amenity, supporting infrastructure and a direct tourist function.

ii. Caravan Parks and Camping Grounds will be treated as sensitive land uses that will generally not be supported in the Kwinana Air Quality Buffer Environmental Protection Area; or the Jandakot Groundwater Protection Area (Priority 1 or 2 areas) where they are deemed 'incompatible' in Water Quality Protection Note 25.

iii. Caravan Parks and Camping Grounds will generally not be supported in the Residential zone due to the impact on residential amenity; and to prioritise these areas for permanent housing.

iv. Proposals must demonstrate:

- A clear tourism and recreation function;
- Access to appropriate services (e.g. electricity and wastewater);
- Minimal environmental and landscape impacts, respect for local character and amenity, appropriate response to constraints (including bushfire), and no adverse impact on residential amenity; and
- Compliance with the guidance contained in the Western Australian Planning Commission Planning Bulletin 49/2014 'Caravan Parks'.

(4) Workforce Accommodation

[6]

Changes as Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

4.1 General Requirement

Any application for Workforce Accommodation shall demonstrate it is required to accommodate solely the proponent's workforce. Information shall be provided with any Development Application for Workforce Accommodation and must address the following:

- Details of the work site(s) where the occupants of the workforce accommodation will be employed, including their location(s);
- Details of the estimated numbers of workers required to support the work site(s);
- The length of time the workforce accommodation is anticipated to be in place or will be operational for;
- Details on the types of roles the occupants will be employed for (e.g. construction, operational, maintenance);
- Details/breakdown of short-term, intermittent and long-term employees, needing to be accommodated at each worksite; and
- Whether the proposal seeks to accommodate workers from other worksites and/or companies.

4.2 Third-party proposals that seek to accommodate multiple workforces from various employers, that are not serving a particular worksite or project, will generally not be supported.

4.3 Workforce accommodation that is only required for a certain period will be required to be decommissioned at the end of the project, unless the buildings can be re-used for another land use and have been designed to be adaptive. Approval for the reuse of the accommodation will need to be sought through the development application process.

4.4 Workforce Accommodation proposals shall be located within a 30-minute drive from the applicable project/work location.

(5) Residential Building (including 'Lodging Houses' – *Health (Miscellaneous Provisions) Act 1911 and local laws)*

5.1 Definitions

Residential Building – has the same meaning as defined by the R-Codes, being:

'a building or portion of a building, together with rooms and outbuildings separate from such building but incidental thereto; such building being used or intended, adapted or designed to be used for the purpose of human habitation:

- temporarily by two or more persons; or

Changes to Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

- permanently by seven or more persons, who do not comprise a single family, but does not include a hospital or sanatorium, a prison, a hotel, a motel or a residential school'.

For the purposes of the above definition, the term ***temporarily*** is taken to have the same meaning as the duration identified in the definition of ***short-term rental arrangement*** pursuant to the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* – that being a period not exceeding 3 months in any 12-month period.

Residential Buildings are purpose-built developments and are not considered dwellings, unlike STRA.

Common examples of Residential Buildings include:

- Youth Hostels
- Back-backers' Inns
- Boarding Houses
- Group Homes (e.g. disability or support accommodation)
- Crisis support accommodation

Residential Buildings used for temporary accommodation shall have a maximum capacity of 12 temporary lodgers/boarders. Proposals for more than 12 temporary lodgers/boarders/visitors shall be treated as 'Tourist and Visitor Accommodation' for the purposes of TPS3.

Residential Buildings, depending on the specific operation, may be identified as Lodging Houses for the purposes of the Health local Law. Additional design, construction and operational requirements may apply.

5.2 Development Standards

Proposals for Residential Buildings should adhere to the following development standards:

i. Residential Buildings shall have a maximum capacity of 12 persons (including temporary lodgers or permanent residents).

ii. Residential Buildings in the Residential zone should be separated by a minimum distance of 200m, measured in a straight line.

iii. Residential Buildings are to be located within 800m, measured in a straight line, from any part of bus route to any local shops, community infrastructure or public transport service i.e. a bus stop/station or train station (a 5–10-minute walking distance).

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Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

iv. The development of Residential Buildings in the Residential zone should comply with the requirements of the R-Codes, except that parking shall be provided as per (e) below.

v. Parking should be provided at a rate of 0.75 bays per lodger plus 1 bay per staff member.

vi. Outdoor communal areas are to be centrally located on-site i.e. separated from common boundaries with adjoining residential properties. If located situated within the front setback area, they shall be suitable screened with visually permeable fencing (as per the requirements of the R-Codes) for the benefit of lodger privacy.

vii. Areas of the site not used for a particular purpose i.e. as outdoor communal space, car parking and/or for waste management purposes, are to be developed and used for landscaping only.

(6) Other Legislative Requirements

Some proposal may be defined as Class 3 or 1B buildings under the Building Code of Australia and may require a portion of units to be designed for persons with disabilities or may be required to comply with Australian Standard 1670.1:2015 as it relates to fire detection and warning.

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Growth and Sustainability (Strategic Planning)
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	10 November 2026~~TBD~~
Next Review Due: (Governance Purpose Only)	10 November 2031~~TBD~~
ECM Doc Set ID: (Governance Purpose Only)	5092850

Changes to Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Appendix A

(1) Definitions

Guest – a person who is accommodated within the short-term accommodation on a temporary basis for a fee but is not subject to a Residential Tenancy Agreement.

Keeper/Manager – a person who permanently resides at a premises providing short-term accommodation and is responsible for the upkeep and management of the accommodation.

Lodging House – As per the *Health Act 1911* or superseding legislation.

Relevant 12-month period – the period of 12 months commencing on the day on which the owner or occupier registered the dwelling under the *Short-Term Rental Accommodation Act 2024* Part 3, or any subsequent 12-month period commencing on the anniversary of that day.

Short-term rental accommodation – has the same meaning as defined in the *Short-Term Rental Accommodation Act 2024*.

Visitor – A person who is visiting a guest accommodated within short-term accommodation, but who is not a guest themselves.

(2) Details on Management Plans

All proposals for tourist accommodation shall include the lodgement of a management plan which shall address:

- Control of Noise and other disturbances;
- Complaints management procedures;
- Security of guests, visitors, and neighbours;
- Control of anti-social behaviour and potential conflict between tourists/guests/visitors and permanent residents of the area;
- Car parking for guests and visitors;
- Number of bedrooms and beds;
- Contact details of Owner and Keeper/Manager;
- Waste Management; and
- In the case of Lodging Houses:
    - Lodging House Hours
    - Lodging House Rules, including a Lodging House Code of Behaviour
    - Visitor Rules
    - Security and Access.

[10]

Changes to Advertised

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Policy Type

Local Planning Policy

Citation

This is a Local Planning Policy prepared under Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*. This policy may be cited as Local Planning Policy (LPP) 1.15 -Tourist and Alternative Accommodation (including STRA).

Introduction

The City of Cockburn is well placed to accommodate tourists with good access to Perth CBD and Fremantle, major transport networks, health and educational facilities, and access to world-class beaches. Tourist and other short-term accommodation proposals are therefore expected to increase within the City and Town Planning Scheme No.3 (TPS3) provides only limited development standards for such proposals.

The purpose of this policy is to establish a clear framework for the assessment of Tourist and alternative accommodation by providing Development Standards for the following land use types:

- Tourist and Visitor Accommodation/Hotels
- Hosted and Unhosted Short-Term Rental Accommodation (STRA)
- Caravan Parks
- Camping Grounds
- Workforce Accommodation
- Residential Buildings – including Lodging Houses under the *Health (Miscellaneous Provisions) Act 1911*

These land use definitions are defined in TPS3, the Residential Design Codes (R-Codes – Residential Building) or in the *Short-Term Rental Accommodation Act 2024* and broadly referred to as 'tourist and alternative accommodation' within this policy.

The permissibility of tourist and alternative accommodation proposals shall be in accordance with the Zoning Table of TPS3. This policy does not provide development standards for long-stay Park Homes, Residential Parks or Lifestyle Villages.

Some proposals, depending on the specifics of the operation, may be identified as Lodging Houses for the purposes of the City's Local Health Law although such a land use is not defined in TPS3. Regardless of the development's land use designation under TPS3, all Lodging Houses shall adhere to the requirements of the City's Local Health Law.

The City may request that applicants provide details of compliance with the Health Local Law, and such requirements may form conditions of Development Approval. Specific requirements for Lodging Houses are provided in section 5 of this policy.

For Final Adoption

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Objectives

The objectives of this policy are:

- To ensure that tourist and alternative accommodations are appropriately located, designed, and managed to respond to demand whilst protecting the character of the locality and the amenity and wellbeing of nearby residents.
- To safeguard the primary purpose of residential and rural (living) areas in providing residential dwellings which are affordable and available for permanent accommodation on a long-term basis.
- To protect the City's dwelling stock for permanent accommodation to meet the housing needs of the local community as a priority.
- To protect dwellings within the walkable catchment of schools for permanent accommodation to meet the needs of the community and to support safe school environments that encourage active transport.
- To concentrate Caravan Parks and Camping Grounds within existing sites in the Parks and Recreation Reserve of the City's coastal area, where high amenity, adequate infrastructure, and a clear tourism role can be achieved.

Application

This policy applies to the entire Scheme area of the City of Cockburn to guide discretionary decisions relating to tourist and alternative accommodations.

Policy Provisions

(1) Tourist and Visitor Accommodation/Hotels

1.1 A Keeper/Manager is not required to reside at the premises.

1.2 Proposals including a mix of uses including permanent residential and Tourist and Visitor Accommodation or Hotel within the same development should provide sufficient separation of the uses to ensure the amenity of permanent residents is adequately protected.

1.3 Proposals for Tourist and Visitor Accommodation in the form of apartments on residential zoned land shall be designed so that the building height generally accords with the maximum building height permitted for multiple dwelling development as prescribed by the R-Codes.

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Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

1.4 Proposals for Tourist and Visitor Accommodation or Hotels in the form of apartments shall include an entrance/foyer with a reception desk attended by staff during check-in and check-out times.

1.5 Car parking for Tourist and Visitor Accommodation and Hotel shall be located on-site and in accordance with TPS3 provisions.

(2) Short Term Rental Accommodations (STRA)

2.1 Exempt from Development Approval

Hosted STRA: Proposals for the use of a portion of a residential dwelling where the owner/occupier is present shall be deemed a hosted STRA and is exempt from the requirement to obtain development approval in accordance with clause 61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Unhosted STRA (up to 90 nights): Proposals for the use of a single house where the owner/occupier is not present whilst it is being used for tourist accommodation or short-stay purposes shall be defined as unhosted STRA. In accordance with clause 61 of Schedule 2 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, operators may use dwellings for the purpose of unhosted STRA for a maximum of 90 nights in a relevant 12-month period without needing to obtain prior development approval.

2.2 Unhosted STRA – More than 90 nights

An unhosted STRA operating more than 90 days within a calendar year must obtain a Development Approval.

2.2.1 General requirements

i. All approvals will be for a 12-month period, after which renewal, via an application to amend Development Approval will be required. In considering a renewal, due regard will be given to the history of the STRA operation. Where the City is satisfied that the STRA has been appropriately managed, subsequent approvals may be granted for a longer period up to three years.

ii. Prior to commencement of the use, the landowner shall implement an approved Management Plan to the satisfaction of the City. Refer to Appendix A – Section (2).

iii. Proposals for Unhosted STRA in bushfire prone areas are to provide an Emergency Evacuation Plan and communicate this to accommodation guests.

[3]

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2.2.2 Properties within or adjoining a Residential zone

STRA will generally not be approved in properties located within a 400m radius from primary and secondary schools, to protect the availability of permanent housing for families with children within the walkable catchment, and to support safe pedestrian environments that encourage walking and cycling.

2.2.3 Dwellings on battleaxe lots or with no direct street frontage

i. STRA will generally not be approved in dwellings on rear battleaxe lots or lots without direct street frontage as they can generate greater impacts and disturbance to adjacent residents through noise, activity, traffic and overflow parking due to multiple interfaces and shared accessway.

ii. Whilst they are non-preferred locations, the City may support STRA on rear battleaxe where:

- Development Approval is limited to cycles of six (6) months only for the initial approval, to demonstrate adequate property management is occurring onsite, and thereafter cycles of twelve (12) months only;
- The number of guests is restricted to no more than six (6);
- Any 'Common Property' driveway is kept clear of vehicle parking and other obstructions;
- A Sign Onsite is displayed at the street level to clearly designate entry points, such that no disturbance occurs to immediate neighbours;
- A Sign Onsite is displayed at the street level which clearly designates a 24hr Property Manager contact (mobile phone);
- Prohibition of all parties / gatherings of people who are not identified as authorised guests

2.2.4 Multiple Dwellings

Unhosted STRA will not be supported in multiple dwellings unless there is sufficient evidence provided indicating the STRA can operate under the bylaws and/or approval from the Strata Company.

ii. Where the above can be demonstrated, consideration will be given to the impacts of the proposed application and whether it can function appropriately within an apartment building, including parking, access, security, noise and any potential nuisance to common areas that may impact residential amenity.

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Policy Number (Governance Purpose)	**LPP 1.15**

2.2.5 Preferred operational characteristics

The following are preferred operational characteristics to protect residential amenity and character from the potential impacts of STRA:

i. The property is to be rented as a single booking only, for up to three bedrooms.

ii. The property has a maximum occupancy of no more than two persons per bedroom. Persons under 16 years of age are exempt from this restriction. Rooms not designed as bedrooms (e.g. lounge/dining/ living/theatre rooms) will not be supported for use as bedrooms for the purpose of calculating maximum occupancy.

iii. The property shall display one sign per dwelling, not exceeding 0.5m² in area. Signage must include the STRA registration number and a 24hr property manager contact. Where multiple STRA operate on a site, signage should be consolidated where practicable.

iv. Where a proposal does not comply with the preferred operational characteristics, it must demonstrate that it maintains the amenity and established character of residential areas by ensuring the location, scale, design, and operation of unhosted short-term rental accommodation are appropriate to the setting.

2.2.4 Properties within the Rural, Rural Living or Resource zones

Proposals within the 'Rural', 'Resource' or 'Rural Living' zone are to be designed, sited and manage to minimise impact on the environmental values, character and function of rural land.

(3) Caravan Parks and Camping Grounds

3.1 Definitions

Camping Ground – means an area of land on which camps, but not caravans, are situated for habitation.

Caravan Park – Is defined under the *Caravan Parks and Camping Grounds Act 1995* as – 'an area of land on which caravans, or caravans and camps, are situated for habitation', however there is flexibility for campers on private property under the *Caravan Parks and Camping Grounds Regulations 1997*, including camping on private property for up to 5 days without approval and up to 24 months with local government approval. To provide clarification as to when Development Approval is required (in addition to approval under the *Caravan Parks and Camping Grounds*

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Policy Number (Governance Purpose)	**LPP 1.15**

Regulations 1997), a site containing more than 2 occupied caravans will be considered a 'Caravan Park' requiring Development Approval.

3.2 Development Standards

Land uses that meet the above definitions of Caravan Park or Camping Ground will be dealt with as a 'Use not listed' under TPS3, requiring Development Approval, and the following provisions will apply:

i. The strongly preferred location for such uses is within the existing sites (reserved 'Parks and Recreation' under the Metropolitan Region Scheme) in the City's recreational coastal area where they have a high level of amenity, supporting infrastructure and a direct tourist function.

ii. Caravan Parks and Camping Grounds will be treated as sensitive land uses that will generally not be supported in the Kwinana Air Quality Buffer Environmental Protection Area; or the Jandakot Groundwater Protection Area (Priority 1 or 2 areas) where they are deemed 'incompatible' in Water Quality Protection Note 25.

iii. Caravan Parks and Camping Grounds will generally not be supported in the Residential zone due to the impact on residential amenity; and to prioritise these areas for permanent housing.

iv. Proposals must demonstrate:

- A clear tourism and recreation function;
- Access to appropriate services (e.g. electricity and wastewater);
- Minimal environmental and landscape impacts, respect for local character and amenity, appropriate response to constraints (including bushfire), and no adverse impact on residential amenity; and
- Compliance with the guidance contained in the Western Australian Planning Commission Planning Bulletin 49/2014 'Caravan Parks'.

(4) Workforce Accommodation

4.1 General Requirement

Any application for Workforce Accommodation shall demonstrate it is required to accommodate solely the proponent's workforce. Information shall be provided with any Development Application for Workforce Accommodation and must address the following:

- Details of the work site(s) where the occupants of the workforce accommodation will be employed, including their location(s);
- Details of the estimated numbers of workers required to support the work site(s);

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- The length of time the workforce accommodation is anticipated to be in place or will be operational for;
- Details on the types of roles the occupants will be employed for (e.g. construction, operational, maintenance);
- Details/breakdown of short-term, intermittent and long-term employees, needing to be accommodated at each worksite; and
- Whether the proposal seeks to accommodate workers from other worksites and/or companies.

4.2 Third-party proposals that seek to accommodate multiple workforces from various employers, that are not serving a particular worksite or project, will generally not be supported.

4.3 Workforce accommodation that is only required for a certain period will be required to be decommissioned at the end of the project, unless the buildings can be re-used for another land use and have been designed to be adaptive. Approval for the reuse of the accommodation will need to be sought through the development application process.

4.4 Workforce Accommodation proposals shall be located within a 30-minute drive from the applicable project/work location.

(5) Residential Building (including 'Lodging Houses' – *Health (Miscellaneous Provisions) Act 1911 and local laws)*

5.1 Definitions

Residential Building – has the same meaning as defined by the R-Codes, being:

'a building or portion of a building, together with rooms and outbuildings separate from such building but incidental thereto; such building being used or intended, adapted or designed to be used for the purpose of human habitation:

- temporarily by two or more persons; or
- permanently by seven or more persons, who do not comprise a single family, but does not include a hospital or sanatorium, a prison, a hotel, a motel or a residential school'.

For the purposes of the above definition, the term ***temporarily*** is taken to have the same meaning as the duration identified in the definition of ***short-term rental arrangement*** pursuant to the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015* – that being a period not exceeding 3 months in any 12-month period.

Residential Buildings are purpose-built developments and are not considered dwellings, unlike STRA.

For Final Adoption

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Common examples of Residential Buildings include:

- Youth Hostels
- Back-backers' Inns
- Boarding Houses
- Group Homes (e.g. disability or support accommodation)
- Crisis support accommodation

Residential Buildings used for temporary accommodation shall have a maximum capacity of 12 temporary lodgers/boarders. Proposals for more than 12 temporary lodgers/boarders/visitors shall be treated as 'Tourist and Visitor Accommodation' for the purposes of TPS3.

Residential Buildings, depending on the specific operation, may be identified as Lodging Houses for the purposes of the Health local Law. Additional design, construction and operational requirements may apply.

5.2 Development Standards

Proposals for Residential Buildings should adhere to the following development standards:

i. Residential Buildings shall have a maximum capacity of 12 persons (including temporary lodgers or permanent residents).

ii. Residential Buildings in the Residential zone should be separated by a minimum distance of 200m, measured in a straight line.

iii. Residential Buildings are to be located within 800m, measured in a straight line, from any part of bus route to any local shops, community infrastructure or public transport service i.e. a bus stop/station or train station (a 5–10-minute walking distance).

iv. The development of Residential Buildings in the Residential zone should comply with the requirements of the R-Codes, except that parking shall be provided as per (e) below.

v. Parking should be provided at a rate of 0.75 bays per lodger plus 1 bay per staff member.

vi. Outdoor communal areas are to be centrally located on-site i.e. separated from common boundaries with adjoining residential properties. If located situated within the front setback area, they shall be suitable screened with visually permeable fencing (as per the requirements of the R-Codes) for the benefit of lodger privacy.

For Final Adoption

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

vii. Areas of the site not used for a particular purpose i.e. as outdoor communal space, car parking and/or for waste management purposes, are to be developed and used for landscaping only.

(6) Other Legislative Requirements

Some proposal may be defined as Class 3 or 1B buildings under the Building Code of Australia and may require a portion of units to be designed for persons with disabilities or may be required to comply with Australian Standard 1670.1:2015 as it relates to fire detection and warning.

Strategic Link:	Town Planning Scheme No. 3
Category	Planning - Town Planning & Development
Lead Business Unit:	Growth and Sustainability (Strategic Planning)
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	10 November 2026
Next Review Due: (Governance Purpose Only)	10 November 2031
ECM Doc Set ID: (Governance Purpose Only)	5092850

For Final Adoption

Title	**TOURIST AND ALTERNATIVE ACCOMMODATION (including STRA)**
Policy Number (Governance Purpose)	**LPP 1.15**

Appendix A

(1) Definitions

Guest – a person who is accommodated within the short-term accommodation on a temporary basis for a fee but is not subject to a Residential Tenancy Agreement.

Keeper/Manager – a person who permanently resides at a premises providing short-term accommodation and is responsible for the upkeep and management of the accommodation.

Lodging House – As per the *Health Act 1911* or superseding legislation.

Relevant 12-month period – the period of 12 months commencing on the day on which the owner or occupier registered the dwelling under the *Short-Term Rental Accommodation Act 2024* Part 3, or any subsequent 12-month period commencing on the anniversary of that day.

Short-term rental accommodation – has the same meaning as defined in the *Short-Term Rental Accommodation Act 2024*.

Visitor – A person who is visiting a guest accommodated within short-term accommodation, but who is not a guest themselves.

(2) Details on Management Plans

All proposals for tourist accommodation shall include the lodgement of a management plan which shall address:

- Control of Noise and other disturbances;
- Complaints management procedures;
- Security of guests, visitors, and neighbours;
- Control of anti-social behaviour and potential conflict between tourists/guests/visitors and permanent residents of the area;
- Car parking for guests and visitors;
- Number of bedrooms and beds;
- Contact details of Owner and Keeper/Manager;
- Waste Management; and
- In the case of Lodging Houses:
    - Lodging House Hours
    - Lodging House Rules, including a Lodging House Code of Behaviour
    - Visitor Rules
    - Security and Access.

For Final Adoption

Declaration

Type of Interest	Nature of Interest
Mayor Logan Howlett declared an Impartiality Interest, pursuant to Regulation 22 of the Local Government (Model Code of Conduct) Regulations 2021 for Item 15.1.2.	My wife and I have a lease on a Unit located at 854 North Lake Road, Cockburn Central.

15.1.2 (2026/MINUTE NO 0180) Policy Review: Amendment to Local Planning Policy 5.6 - Vehicle Access

Responsible Executive Director Sustainable Development and Safety

Author(s) Senior Strategic Planner and Service Manager Strategic Planning

Attachments
1. Local Planning Policy 5.6 - Vehicle Access - tracked changes ⇩
2. Local Planning Policy 5.6 - Vehicle Access ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) ADOPTS the amended Local Planning Policy 5.6 – Vehicle Access, as shown in Attachment 2, for the purposes of advertising;

(2) ADVERTISES the amended Local Planning Policy 5.6 – Vehicle Access, 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.

CARRIED 8/0

Background

Local Planning Policy 5.6 – Vehicle Access (LPP 5.6) was initially adopted by Council in March 2011 to provide safe, efficient and coordinated access on key roads within the City. LPP 5.6 has been amended several times over the preceding years however has always included the two (2) Vehicle Access Plans:

1. North Lake Road (Ngort Drive – Kentucky Court); and
2. Verde Drive (Prinsep Road – Armadale Road).

The Vehicle Access Plans have helped guide, and are informed by, significant road projects such as the Armadale Road to North Lake Road Bridge Project.

Submission

This policy review is being undertaken by the City with the primary focus of introducing two (2) new Vehicle Access Plans for:

- Carrington Street (between Forrest Road and Rockingham Road)
- Rockingham Road (between Phoenix Avenue and Coleville Crescent).

Both are required to coordinate future local access arrangements, responding to recent State Planning and/or City Road upgrade project decisions.

The section of Carrington Street formed part of the former Roe Highway corridor. As a result, it received minimal investment due to constituting sacrificial works. Now the Regional Road corridor has been removed, significant upgrading and coordinated access arrangements are required.

The project to upgrade the section of Rockingham Road adjacent the Phoenix District Centre was cancelled by Council at the 14 April 2026 OCM (Item 14.3.2). The new Rockingham Road Vehicle Access Plan primarily seeks to limit access to existing crossovers.

Report

In addition to the above, adjustments are proposed to the North Lake Road and Verde Drive vehicle access plans to reflect recent planning approvals or physical changes that have occurred, and some minor textual changes that seek to improve reader understanding of the requirements (as discussed under each section below).

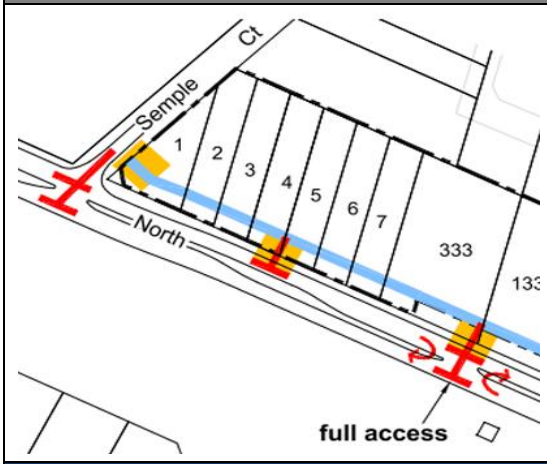
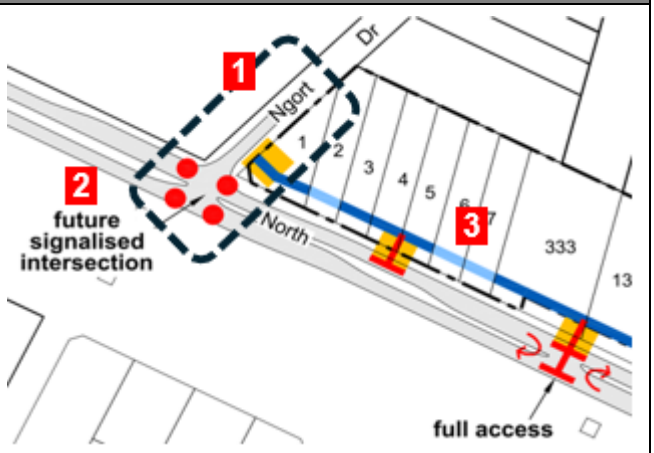
Textual adjustments

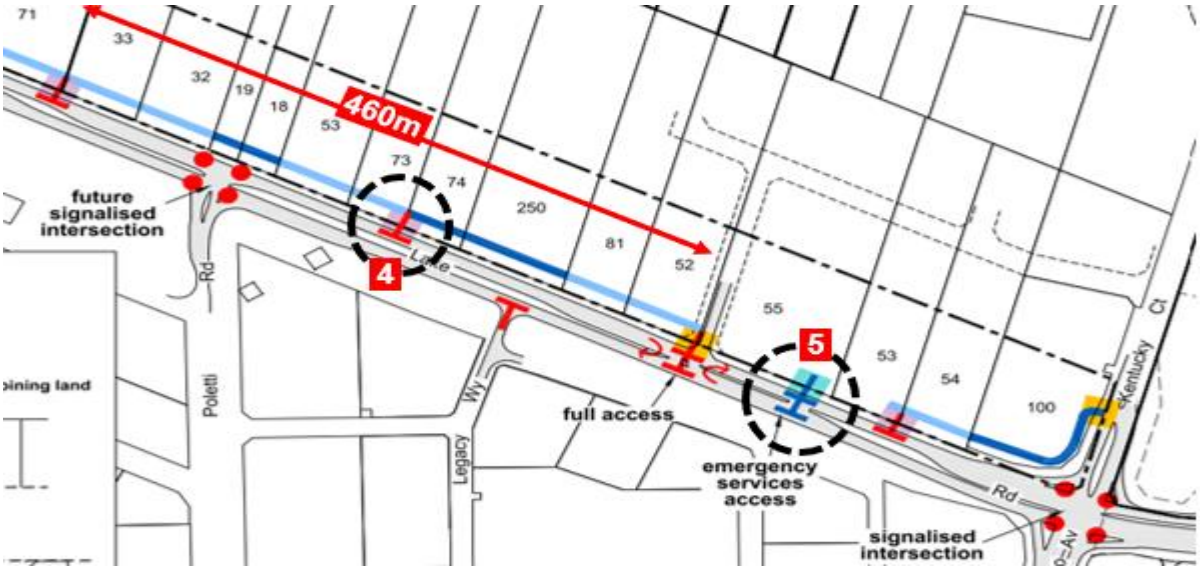
The textual changes to the policy are administrative in nature, primarily updating terminology or simplifying the language to better explain the City's requirements and expectations in areas where a Vehicle Access Plan has been adopted. The most notable changes include:

Section	Proposed Modification	Rationale
(1)	Insert a new clause as follows: *"6. Despite matching the location of a crossover shown on a Council adopted Vehicle Access Plan, further traffic information (such as a Traffic Impact Assessment and/or Road Safety Audit), may still be required to confirm the suitability of the proposed access arrangements."*	To make clear that further transport analysis may still be required where a crossover is proposed in a location that matches the adopted Vehicle Access Plan.
(2)	Add to the bottom of clause 1(a) the following: *"Where a crossover is shown as 'indicative' on a Vehicle Access Plan, its exact location will be determined via the Subdivision and/or Development Approval process."*	To make clear that each development must demonstrate safe and appropriate access arrangements, with each proposal assessed on its individual merits.

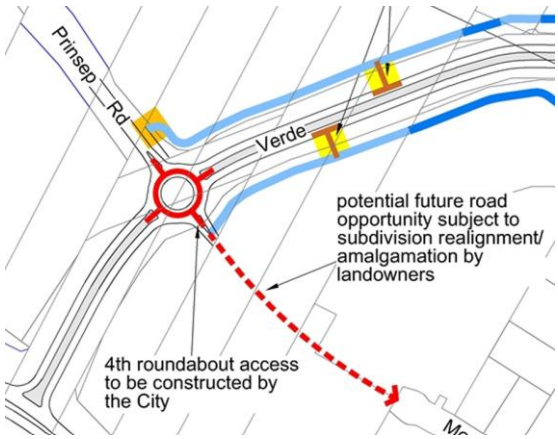
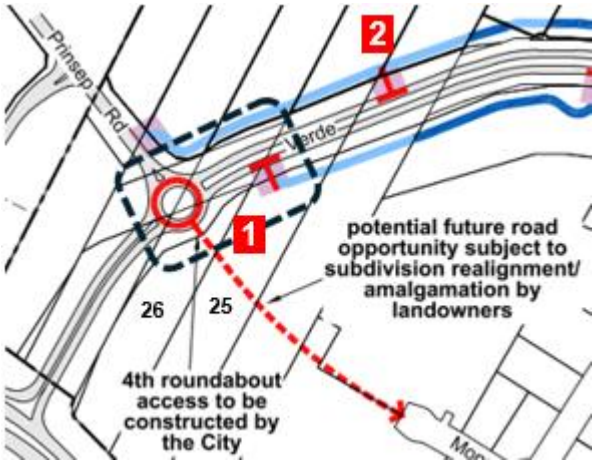
(2)	Insert a new sub-clause as follows: *"2.(b) Wherever possible, private easements recognised on a Vehicle Access Plan are to be converted to an easement in gross, reflective of their importance to the local movement network."* And renumber the sub-clauses thereafter.	To recognise the importance of existing private easements and make clear the City's desire to elevate them to public easements where the opportunity is provided through future substantive development or subdivision proposals.

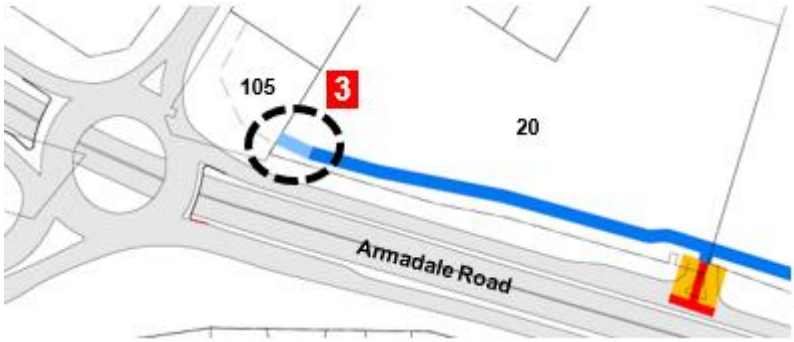
Appendix 1 – North Lake Road Vehicle Access Plan

Current	Proposed
	
1. Replace all references of 'Semple Court' with 'Ngort Drive' **2.** Update the future intersection treatment (Ngort Drive/North Lake Road) **3.** Colour the 'easement in gross' to reflect sections already secured (on all plans)	
Rationale:	To match the correct road names, future signalised intersection with North Lake Road, and reflect the latest easement information.

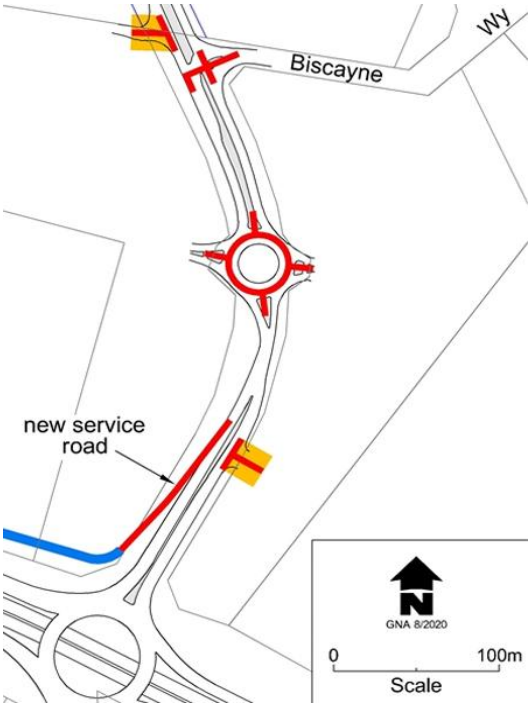
Proposed

4. Additional 'left-in/left-out' shared crossover (with no median break), at the boundary of Lot 73 (#848) and Lot 74 (#850) North Lake Road **5.** Update the emergency services crossover detail for Cockburn Fire Station
Rationale::	To more evenly space connections, disperse traffic, and minimise the potential for congestion along the middle section of the 'easement in gross' (noting a current 460m distance between ultimate crossovers for this section verses between 150-180m elsewhere), and reflect the now constructed emergency services crossover servicing the Cockburn Fire Station on Lot 55 North Lake Road.

Appendix 2 – Verde Drive Vehicle Access Plan

Current	Proposed
	
1. Reduce the 'future easement' extent to the western boundary of Lot 25 Verde Drive from its previous location connecting into the roundabout at Prinsep Road **2.** Adjusting all future crossovers to 'indicative' (on all plans)	
Rationale:	The current location of the easement connecting into the roundabout present safety and congestion issues with the roundabout's functional area with compliant vehicle movements into Lot 26 Verde likely to require significantly more space than shown on the current plan. Identifying the future crossovers as 'indicative' clarifies both the proponent's obligation to demonstrate a future traffic safe outcome and the City's ability to consider adjustments based on further analysis prepared by the proponent through the subdivision and/or development approval processes.

Aerial Photo	Proposed
	

3. Extending the existing 'easement in gross' on Lot 20 (#49) Armadale Road is to its western boundary with Lot 105 (#45)	
Rationale:	Lot 105 (#45) Armadale Road was resumed by Main Roads WA as part of the Armadale Road to North Lake Road Bridge Project, with the southwest corner reserved under the MRS for Primary Regional Road. Due to the size of the lot and its proximity to the Solomon / Armadale Road roundabout there is no safe access point to service future development (independent of adjoining land) other than via extension of the easement (over the constructed linking carriageway) westward from Lot 20.

Current	Proposed
	

4. Update (and relabel) the 'service road' at the southern end of Verde Drive **5.** Extension of the Verde Drive Access Plan to include Lot 701 Armadale Road	
Rationale:	To match how the service road has been physically constructed and in operation. To the east, Lot 701 Armadale Road has been approved for largescale showroom development that is predicated upon coordinated access arrangements with Lot 403 (#87) Verde Drive. The plan now recognises the constructed left in-left out crossover on Armadale Road. Should amalgamation of Lots 701 & 403 not proceed an 'easement in gross' may be required to ensure a continuous connection with the roundabout on Verde Drive.

New Appendix 3 – Rockingham Road Vehicle Access Plan

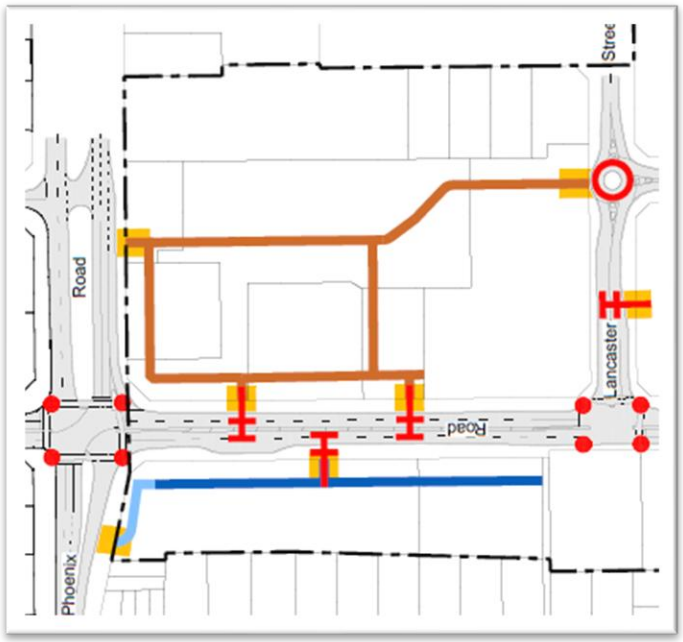
At the 14 April 2026 OCM (Item 14.3.2) Council resolved to cancel the Rockingham Road upgrade project between Phoenix Road and Coleville Crescent (through the Phoenix District Activity Centre) in Spearwood.



To ensure nothing occurs that might further compromise future efforts to upgrade the road, a vehicle access plan over that section of road (and the immediate area), is proposed to recognise existing (public and private) shared access arrangements and provide the City with greater control over the creation of any new crossovers.

A point of difference with this plan is that the area between Lancaster Street and Phoenix Road is covered by complex arrangement of private easements, rather than a public or 'easement in gross'.

Whilst important to show (as important portions of the local commercial access network), this has implications in terms of statutory decision-making processes. Hence their differentiation on the plan, with the policy making it clear that conversion to a public easement will only be required in the event of substantive redevelopment or if further fragmentation / subdivision is proposed.



Existing easement in gross

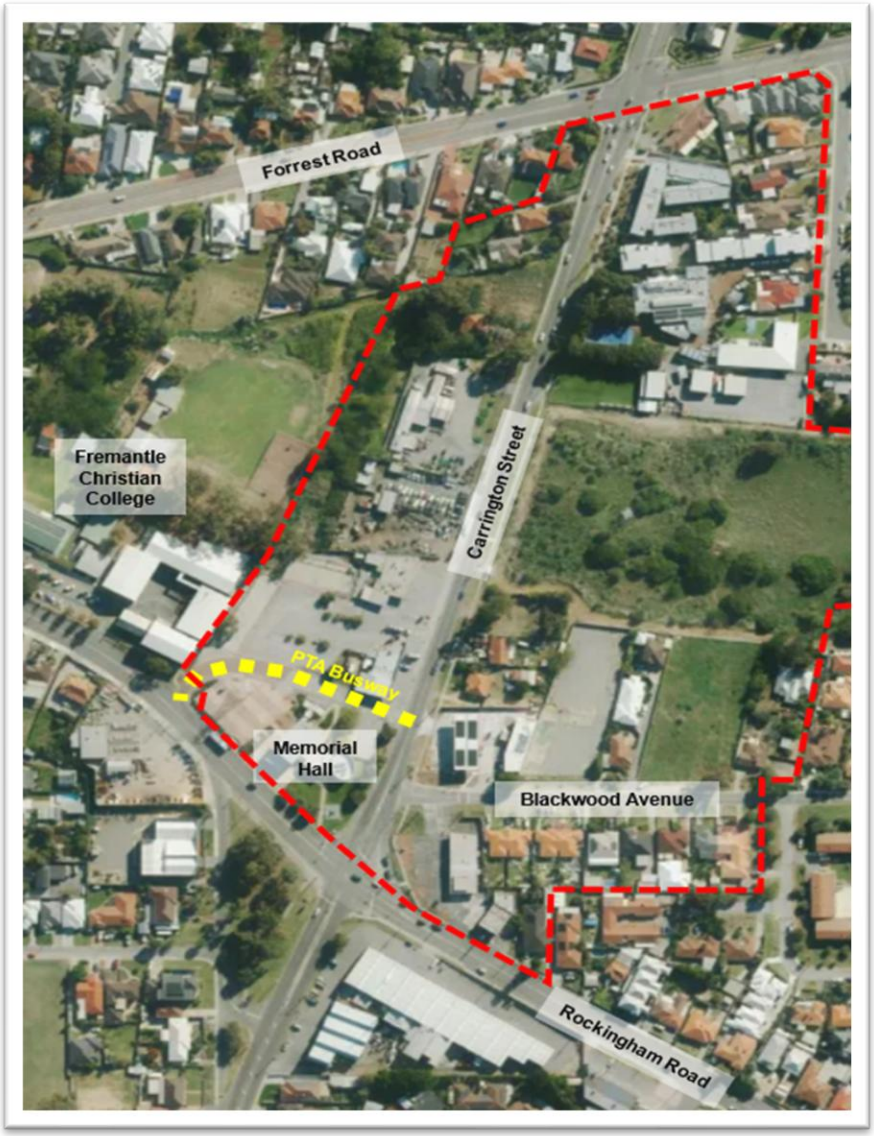
Existing private vehicle easement

Future easement in gross

New Appendix 4 – Carrington Street Vehicle Access Plan

A new vehicle access plan is also proposed for land either side of Carrington Street in Hamilton Hill, in the vicinity of Memorial Hall.

From 1963 to 2024, most of this land was reserved as a *Primary Regional Road* (former Roe Highway transport corridor) under the Metropolitan Region Scheme (MRS). In November 2024, this section of the corridor was reclassified to 'Urban' via Major MRS Amendment 1404/41 (Removal of Roe 8 and 9 Primary Regional Road).



Local Scheme Amendment #166

In response to the MRS amendment, Council initiated Amendment #166 to Town Planning Scheme No.3 (TPS3) at its 14 December 2023 OCM (Item 14.1.2).

At its 8 July 2025 OCM (Item 14.1.2) Council considered feedback received during advertisement and recommended that the Minister for Planning grant final approval (subject to several important modifications).

For the land either side of Carrington Street, Amendment #166 proposes a 'Development' zone located within a broader Special Control Area (Development Area 46) that requires a local structure plan to be prepared responding to a list of site-specific design criteria. Council's final, recommended scheme provisions for DA46 are shown below:

333	*Area*	*Provisions*
DA 46	*Former Roe Highway Regional Road Reservation (and surrounds)*	*An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision and development in accordance with Clause 27 (1) of the Deemed Provisions.* *The Structure Plan is to:* *a) Demonstrate how a minimum 15 metre wide green (ecological) and active transport link can be achieved through the area from east to west as an integral element (in addition to the minimum 10% local POS requirement);* *b) Provide for appropriately scaled education, recreation, mixed-use and/or local scale commercial development* *c) Provide for an appropriate mix of residential densities;* *d) Ensure the layout and urban form provide an appropriate interface to adjacent roads and existing properties.*

The amendment is currently with the Department of Planning, Lands and Heritage awaiting a recommendation to the Minister for Planning on final determination. Its finalisation is understood to be awaiting further progression of the land disposal processes relating to various sections of the corridor.

Proposed Vehicle Access Plan

As the Scheme Amendment has not yet been determined, and the timing of subsequent structure planning remains uncertain, an alternative, interim mechanism is required to fill a gap in the local planning framework to futureproof the local movement network.

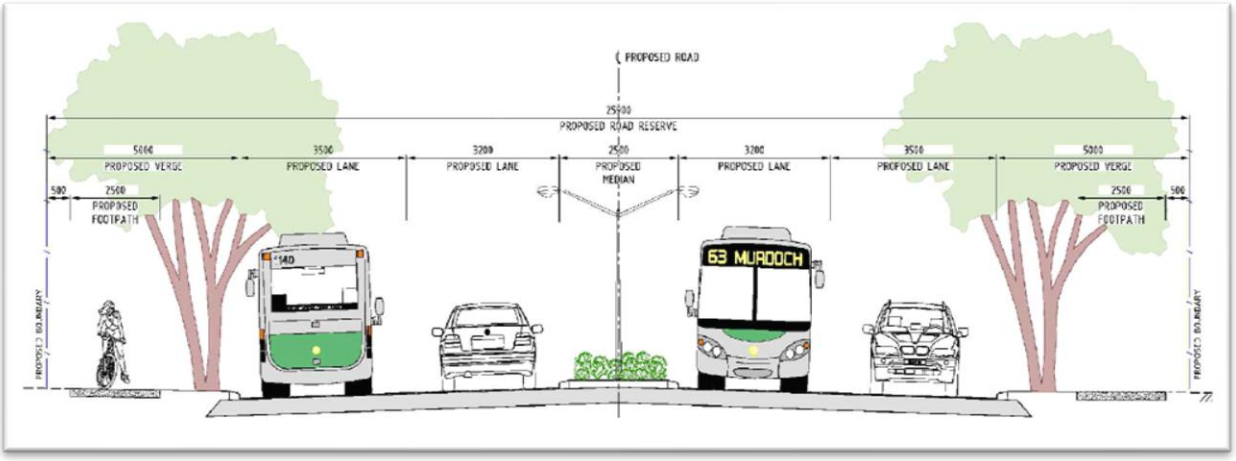
Whilst the changes shown on the Vehicle Access Plan (VAP) are not certain and will be more fully considered via the future structure planning process, they recognise known issues with the local network and provide early guidance on how the City considers they may need to be managed.

Coordinating the location of crossovers and limiting the number of turning movements along these sections of Carrington Street and Rockingham Roads is critical to ensuring a safe and efficient local movement network that responds to removal of the proposed highway.

Without a guiding instrument, there is a strong risk that businesses may be attracted to the exposure of the land unaware of the likely future access restriction and the City is forced to accommodate further development that might compromise that objective.

Key aspects of the proposed VAP include:

- Widening the Carrington Street reserve to a typical width of 25.9m, to allow:
  - four lanes of traffic (two in each direction)
  - a continuous 2.5m wide central median (to prevent right hand turning movements and provide a refuge for pedestrians crossing the road) and
  - 5m wide verges on both sides (inclusive of shade tree landscaping opportunities and a 2.5m wide dual use path).



- A new dual lane roundabout located midway along Carrington Street, to:
  - facilitate a new local road connection servicing future development of the former highway corridor to the east
  - allow U-turns that compensate for the loss of right turn movements to land uses along Carrington Street and
  - provide a central consolidated crossover to improve the accessibility of future commercial and educational uses on the western side of the road.

  The roundabout has been deliberately skewed to the east to maximise use of land otherwise constrained by the easement associated with a high voltage electricity transmission line that runs through the area.

- Disconnection of Blackwood Avenue from Carrington Street (to improve the functionality of the Rockingham Road traffic light-controlled intersection and remove a black-spot on the local road network), and rerouting traffic towards the new Carrington Street roundabout.
- Recognition of existing crossovers capable of being retained, and the identification of 'indicative' new crossover locations, linked by proposed 'easements in gross' to facilitate access arrangements on both sides of Carrington Street.

Why is duplication required?

Average weekday traffic along this section of Carrington Street already exceeds 15,000 vehicles per day and is expected to further increase as redevelopment of the former Roe Highway corridor (and surrounding land) occurs.

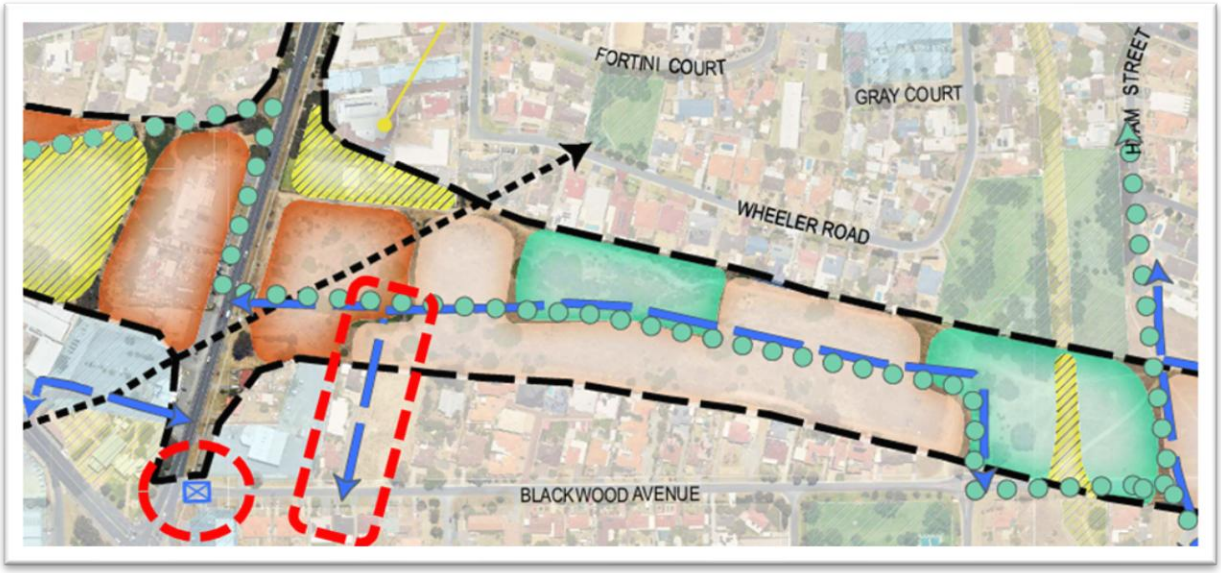
Even assuming a typical 2% compound growth, volumes will quickly exceed the functional capacity for a single carriageway. To futureproof the local movement network it is essential that sufficient width is maintained to accommodate four traffic lanes in the future.

The City cannot afford to inherit the risk of poor network operation and the potential fallout from a poor road safety record, by not taking into account projected values and already high demands.

Closure of Blackwood Avenue

The existing intersection of Blackwood Avenue at Carrington Street is approximately 40m from the traffic signals of Rockingham Road and Carrington Street, within its 'functional area', causing conflicts with its safe operation due to interference with queues in traffic lanes and sightline obstructions for turning vehicles. As a result, nine reported crashes have occurred at this intersection over the last 5-year period.

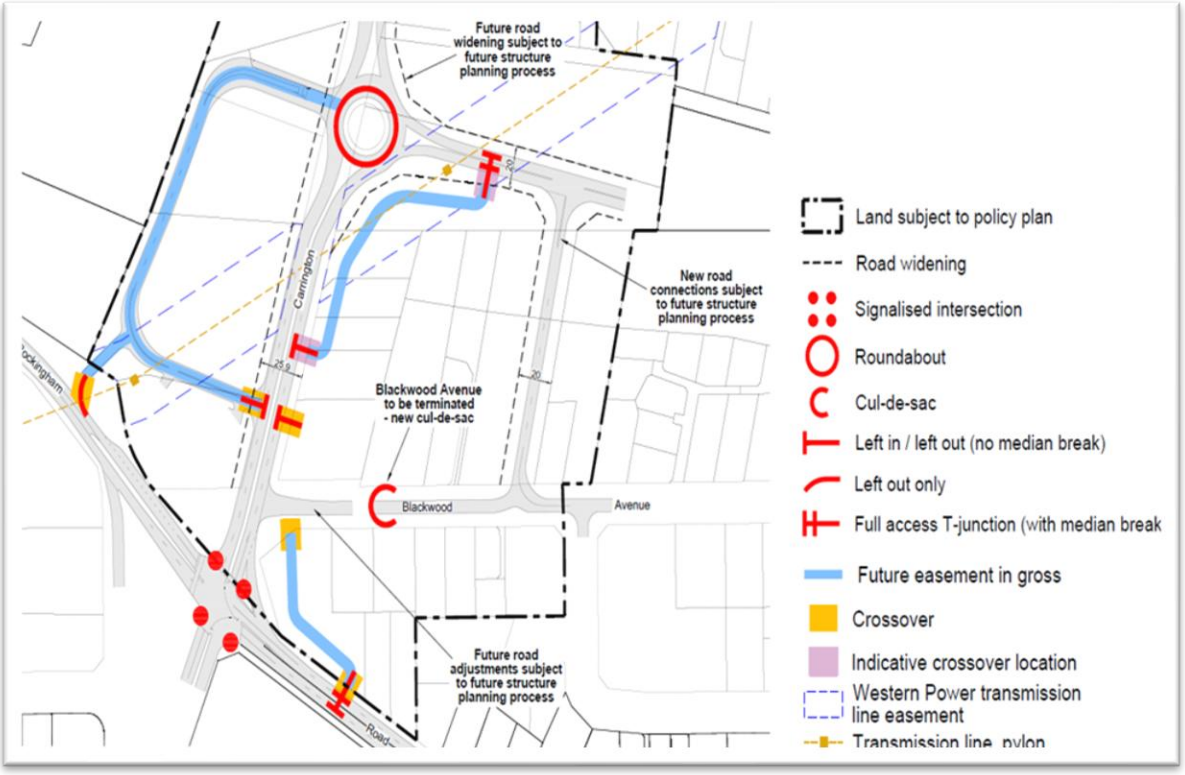
The need to close Blackwood Avenue and divert traffic to a new intersection further north has been known for some time and was even recognised on the 2023 Concept Plan prepared by the DPLH to accompany the MRS Amendment (refer extract below):



The closure and future median along Carrington Street (restricting all right turn movements), were also foreshadowed by the City when responding to the Joint Development Assessment Panel application for the new 'Service Station' at the corner of Blackwood Avenue and Carrington Street (31 July 2024 JDAP Minutes).

Proposed easements

Three (3) future easements in gross are identified on the plan to coordinate future access and minimise the number of crossovers onto Carrington Street (see below).



Whilst freehold land in government ownership, Lot 6 (#427) Carrington Street is regularly used by the public as a student drop off/pick up area for the adjoining Fremantle Christian College (FCC), and for parking by customers transferring to a Public Transport Authority service using the existing busway and layover area.

The proposed easement on the western side of Carrington Street seeks to formally recognise the southern busway route (including its left-out only connection to Rockingham Road) and enhance the safety of those seeking to access the school (and future adjoining uses) by providing a consolidated connection back to the new roundabout on Carrington Street.

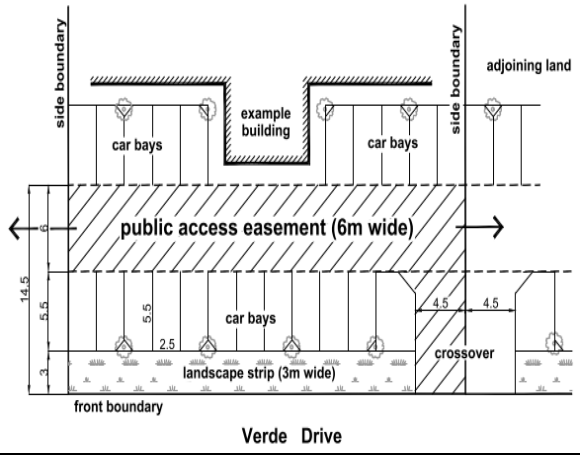
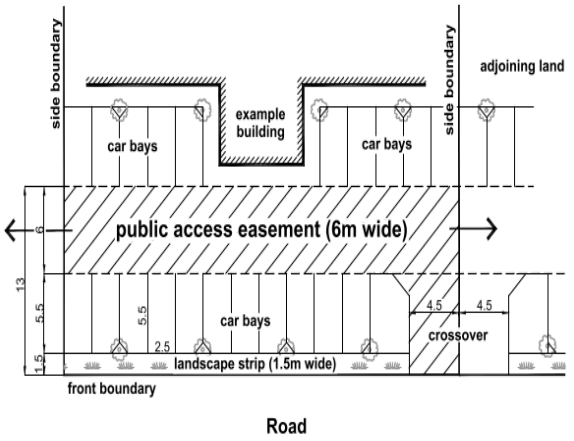
On the eastern side of Carrington Street, an easement is proposed to connect Blackwood Avenue to Rockingham Road through Lot 505 (#114) Rockingham Road. The proposed easement matches an existing commercial driveway, that only needs to be secured for public use in the event of a proposal to subdivide the land and/or otherwise disconnect the route.

The easement between Carrington Street and the future road running eastward from the new roundabout is proposed to ensure future access is consolidated and pushed as far away from the functional area of the roundabout itself. Like the roundabout, the alignment deliberately seeks to maximise use of land otherwise constrained by the high voltage electricity transmission line easement that runs through the area.

Amended 'Typical Crossover and Public Access Easement detail'

In recognition that the policy now covers two different scenarios, slight adjustments have also been made to the typical crossover and public access easement detail. For the two new plans that abut an identified activity centre (as opposed to a mixed business precinct), a reduced front landscaping requirement of 1.5m is proposed.

The reduction from 3m matches the landscaping extent of existing developed sections of the activity centres, and the different development standards that apply to an Activity Centre as opposed to the larger, more transport-oriented uses that typically locate within a Mixed Business zone.

<table>
<tr><th colspan="2">Typical Crossover & Public Access Easement Detail</th></tr>
<tr><th>North Lake Road & Verde Drive</th><th>Rockingham Road & Carrington Street</th></tr>
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Strategic Plans/Policy Implications

Our Economy
Attracting investment, supporting business and visitor growth and boosting local jobs through vibrant hubs.
• Facilitate vibrant, connected commercial hubs and visitor experiences.

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Foster connected, accessible communities and services.

Our Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Enhance connectivity and mobility through integrated transport networks.

Budget/Financial Implications

The Local Planning Policy documentation has been prepared, and the proposal will be progressed by the administration under its FY27 budget allocation.

Legal Implications

N/A

Community Consultation

Should Council adopt the amended LPP 5.6 for advertising, public consultation will occur for a *minimum of 21 days* in accordance with Schedule 2, Part 2, Clause 4(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

At the conclusion of the advertising period, the City will review received submissions and prepare a report for Council consideration at the next available Governance Committee meeting. At that meeting (and subsequent Ordinary Council Meeting), Council must resolve to either:

i. Proceed with the amended policy without modification; or
ii. Proceed with the amended policy with modification; or
iii. Not to proceed with the amended policy.

In addition to Community Consultation, LPP 5.6 will be referred to several State Government agencies.

Risk Management Implications

Should Council resolve not to adopt the proposed policy for advertising an opportunity will be missed to enhance the future functionality of the local movement network by better coordinating access arrangements along key commercial corridors within the City.

If it does not act to protect appropriate land along Carrington Street, there is an additional risk that the City will inherit issues associated by the highway's removal, without access to the land necessary to manage them. This poses a serious safety and reputational risk.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

Policy Type

Local Planning Policy

Policy Purpose

When land adjacent to major/arterial/distributor/important roads ~~is~~are developed for more intensive uses the resulting additional traffic generated by such uses can cause conflict, especially where pre-existing traffic volumes are high. This can create dangerous and unattractive road environments.

In these situations, a coordinated approach to vehicle access is required to ensure that development does not introduce any undesirable impacts on the safe and efficient movement for motorists, heavy vehicles operators, public transport users, pedestrians and cyclists.

The purpose of the Policy is to provide~~s~~ a framework for the planning and development of safe and efficient access arrangements ~~movement of~~for motorists, public transport users, pedestrians and cyclists, where ~~such~~ a coordinated approach to vehicle access is required to support orderly development and network efficiency.

The Policy will be used by the City of Cockburn (the City) to guide the assessment of Development Applications ~~for development~~, Subdivision and Local Development Plans, where a Vehicle Access Plan has been prepared.

The overall objectives for the policy are to:

(1) Provide for safe and efficient movement of motorists, public transport users, pedestrians and cyclists;
(2) Provide for safe and efficient movement of waste management and other service vehicles;
(3) Minimise the potential for conflict between through and local traffic;
(4) Provide visually attractive road environments; and
(5) Provide for reasonable property access that is direct, convenient and safe.

Policy Statement

(1) Vehicle Access ~~Policy~~ Plans:

1. Vehicle Access ~~Policy~~ Plans are to be prepared by the City ~~of Cockburn~~ in consultation with relevant stakeholders, which may include Main Roads WA, the Department of Planning, Lands and Heritage and landowners/tenants of affected properties.

[1]

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Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

2. Vehicle Access ~~Policy~~ Plans are to be adopted by Council for inclusion as an Appendix to the Vehicle Access Policy.

3. The access arrangements in Vehicle Access ~~Policy~~ Plans shall be constructed to public road standards and should consider the following design features to ensure traffic safety and efficiency:

   a) road reserve widths;
   b) intersection location and spacing;
   c) intersection type;
   d) traffic control type (i.e. traffic signals, roundabout, signage);
   e) median location and breaks;
   f) the number, location and design of vehicle access points to adjoining private properties;
   g) the size and length of vehicles that will be using the access;
   h) the volume of traffic that will be using the access;
   i) road lighting;
   j) mechanisms for organising and securing shared use of crossovers;
   k) servicing of properties by waste management and other commercial vehicles; and
   l) provision of cyclist and pedestrian facilities and integration with the adjacent path network.

4. Vehicle Access ~~Policy~~ Plans are to consider pedestrian and cyclist movement patterns and key desire lines, particularly where residential development exists or is planned in proximity to the Vehicle Access ~~Policy~~ Plans area.

5. Vehicle Access ~~Policy~~ Plans are to be prepared with reference to the relevant local/state/national policies, guidelines and Australian Standards as determined appropriate by the Local Government.

6. Despite matching the location of a crossover shown on a Council adopted Vehicle Access Plan, further traffic information (such as a Traffic Impact Assessment and/or Road Safety Audit), may still be required to confirm the suitability of the proposed access arrangements.

(2) Vehicle Access Controls:

1. Crossovers

   a) Control over the location, design and number of crossovers will be exercised by the responsible authority to reflect the arrangements shown on a Vehicle Access ~~Policy~~ Plan. Where a crossover is shown as 'indicative' on a Vehicle Access Plan, its exact location will be determined via the Subdivision and/or Development Approval process.

Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

b) There ~~will be~~ is a presumption against the creation of new vehicle crossovers across the primary frontage of the lot where alternative access is, or could be made available, to secondary roads and laneways, or via easements in gross arrangements to a nominated crossover as shown on the Vehicle Access ~~Policy~~ Plan.

c) Where a vehicle crossover is permitted under a Vehicle Access ~~Policy~~Plan, conditions may be imposed on the width and design of the crossover to ensure adequate visibility and to provide for the safe and convenient movement of vehicles entering and leaving the road.

2. Easement~~s in Gross~~

a) Where indicated on a Vehicle Access ~~Policy~~ Plan, the City ~~of Cockburn~~ will require, as a condition of development or subdivision approval, an easement in gross in the form of a public access easement on relevant land titles. The easements in gross are to be granted for the City ~~of Cockburn~~to maintain public access across the subject land to the side streets and/or crossover access points as delineated on the Vehicle Access ~~Policy~~ Plan. These easements in gross on land titles are to be provided at the cost of the developer or landowners of the subject land. The treatment of the area covered by the easement in gross shall be designed and treated to the satisfaction of the City, to ensure consistency across lots.

b) Wherever possible, private easements recognised on a Vehicle Access Plan are to be converted to an easement in gross, reflective of their importance to the local movement network.

c~~b~~) In determining development applications where a Vehicle Access ~~Policy~~ Plan requires the provision of an ~~right of carriageway~~easement in gross and where such access is not available through adjacent properties to a dedicated road, consideration may be given for retention of an ~~temporary~~access crossover temporarily, until such time as alternative access is available via the ~~right of carriageway~~easement in gross system.

d~~c~~) Provisions for the closure of the temporary crossover shall be provided by way of ~~legal agreement~~a condition of subdivision or development approval.

3. Parking and ~~/~~Circulation

a) All applications for development approval on land subject to a Vehicle Access ~~Policy~~ Plan will be required to provide for traffic to enter and leave the site in a forward direction and to comply with the City's ~~of~~

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Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

~~Cockburn's~~car parking and on-site vehicle circulation requirements, as detailed in the City's Town Planning Scheme No. 3 ~~(TPS 3)~~. This requirement is intended to ensure that there is no traffic congestion on-site which would interfere with the safety and free flow of traffic along the primary road.

4. Variation Clause

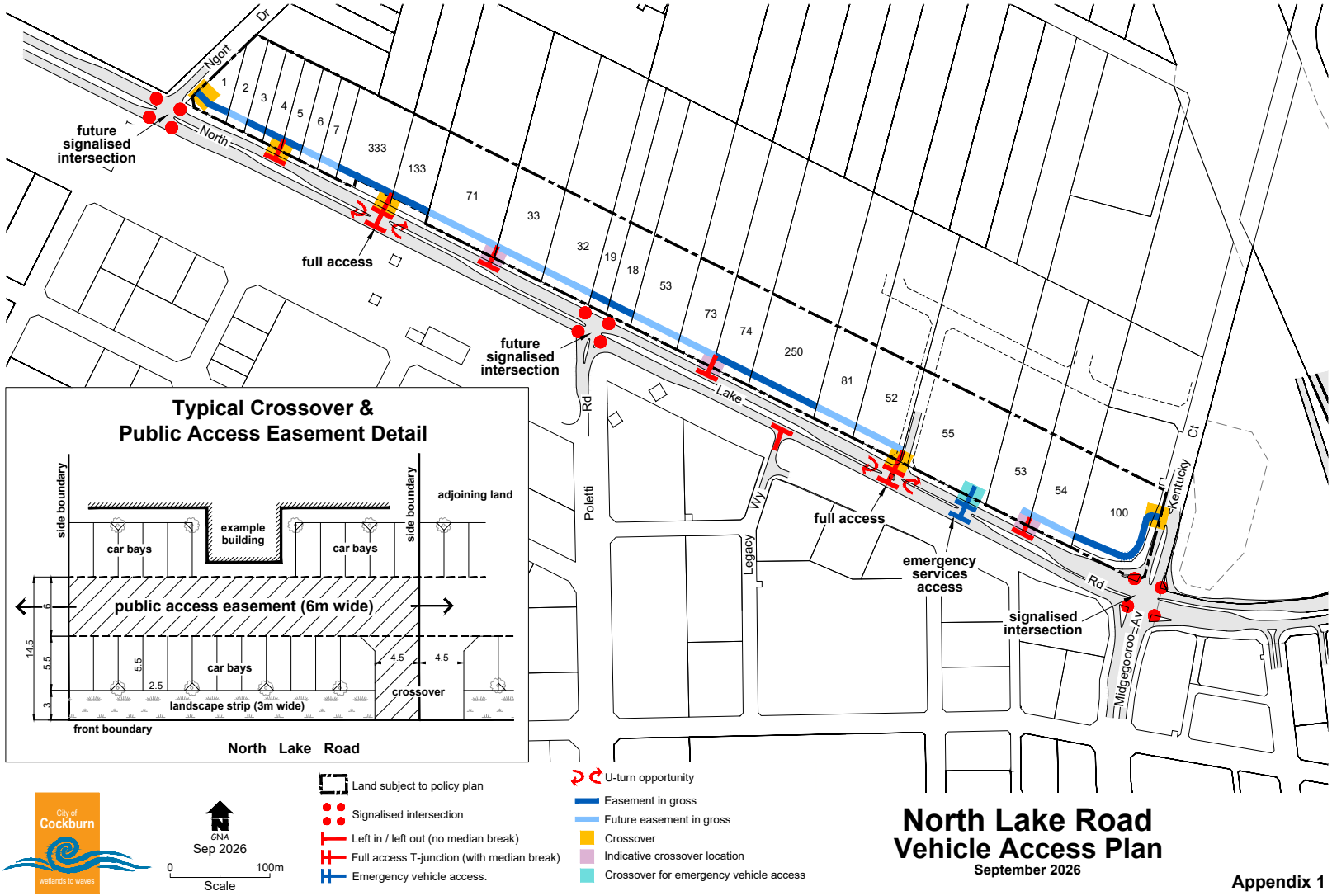
a) The precise location of rights of carriageways or crossovers delineated on a Vehicle Access ~~Policy~~ Plan may be varied subject to the ~~agreement~~approval of the City ~~of Cockburn,~~ provided that the purpose and the intent of the Vehicle Access ~~Policy~~ Plan is maintained.

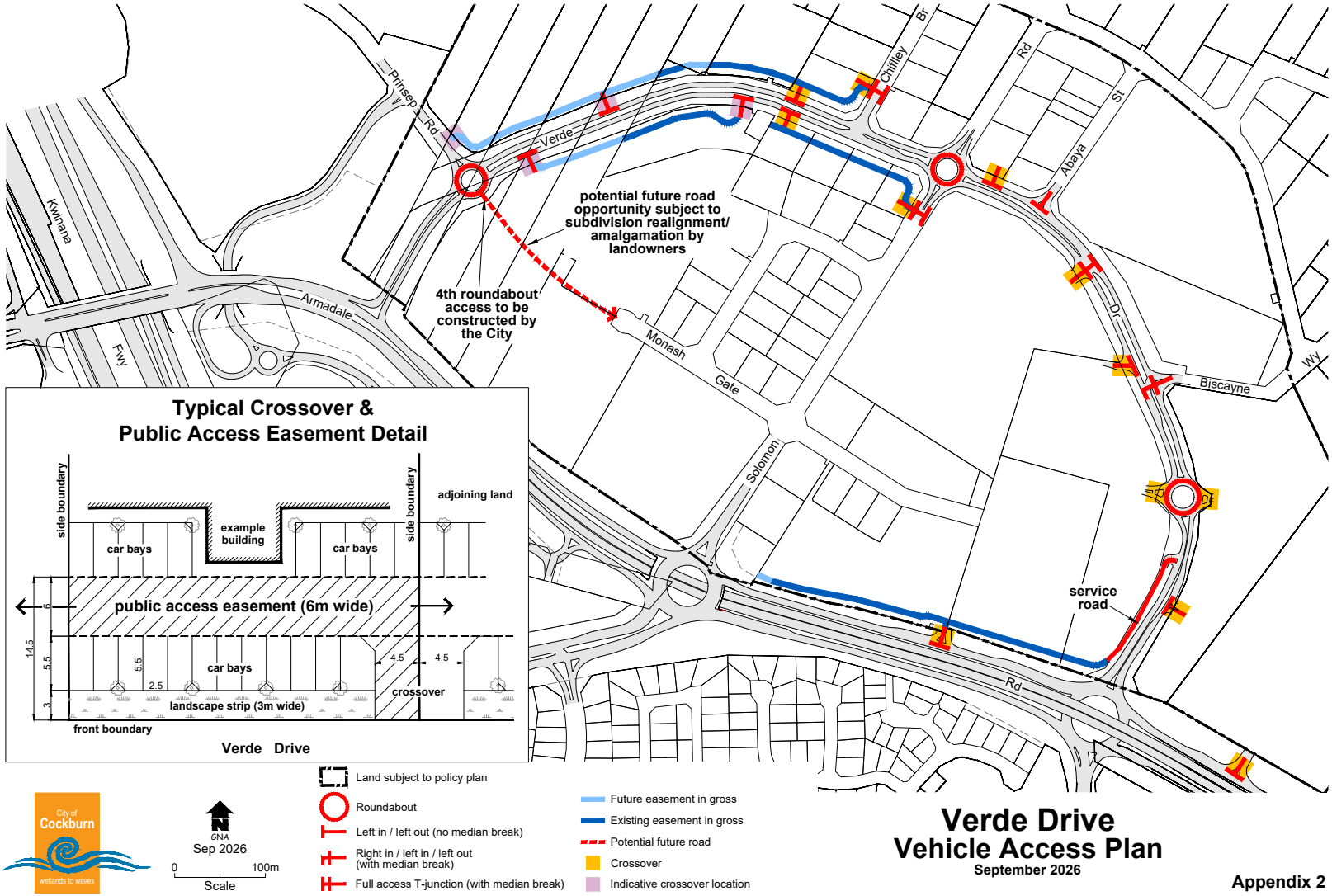
b) A detailed assessment may be required in the form of a Traffic Management Plan, a Traffic Impact Assessment, a Road Safety Audit, and/or traffic modelling may be required where a variation to a Vehicle Access ~~Policy~~ Plan is proposed. The form and scope of the required traffic assessment will be subject to guidance and agreement by the City ~~of Cockburn~~.

c) This policy document may be updated with agreement from the City ~~of Cockburn~~.

~~d) With specific regard to the Verde Drive Access Plan consideration will be given to the exact location of crossovers and need for an easement (West of Solomon Road) as development occurs. This recognises the likely need to reconfigure long narrow lots and the likely timing of various developments will likely be staged over time. The City at such time(s) will ensure the staging of development in this area is provided with suitable access arrangements and will use discretion by having due regard to the objectives of this policy and the intent of the Plan illustrated at Appendix 2.~~

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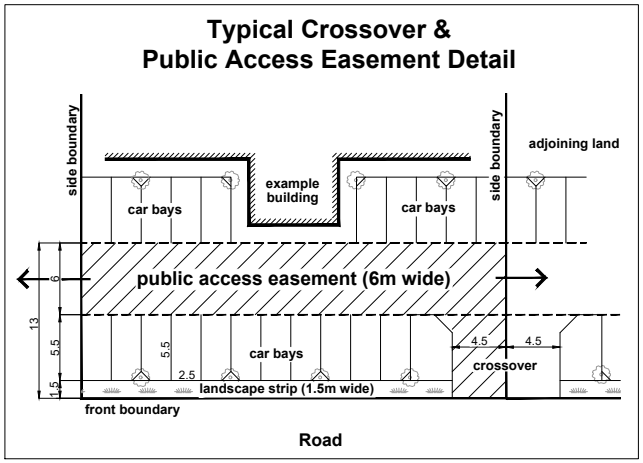

Typical Crossover &
Public Access Easement Detail
side boundary
adjoining land
example building
car bays
car bays
side boundary
public access easement (6m wide)
car bays
landscape strip (3m wide)
crossover
front boundary
North Lake Road
future signalised intersection
full access
future signalised intersection
full access
emergency services access
signalised intersection
North
Lake
Rd
Poletti
Wy
Legacy
Midgegooroo Av
Kentucky
Ct
Land subject to policy plan
Signalised intersection
Left in / left out (no median break)
Full access T-junction (with median break)
Emergency vehicle access.
U-turn opportunity
Easement in gross
Future easement in gross
Crossover
Indicative crossover location
Crossover for emergency vehicle access
City of Cockburn
wetlands to waves
GNA
Sep 2026
0
100m
Scale
North Lake Road
Vehicle Access Plan
September 2026
Appendix 1

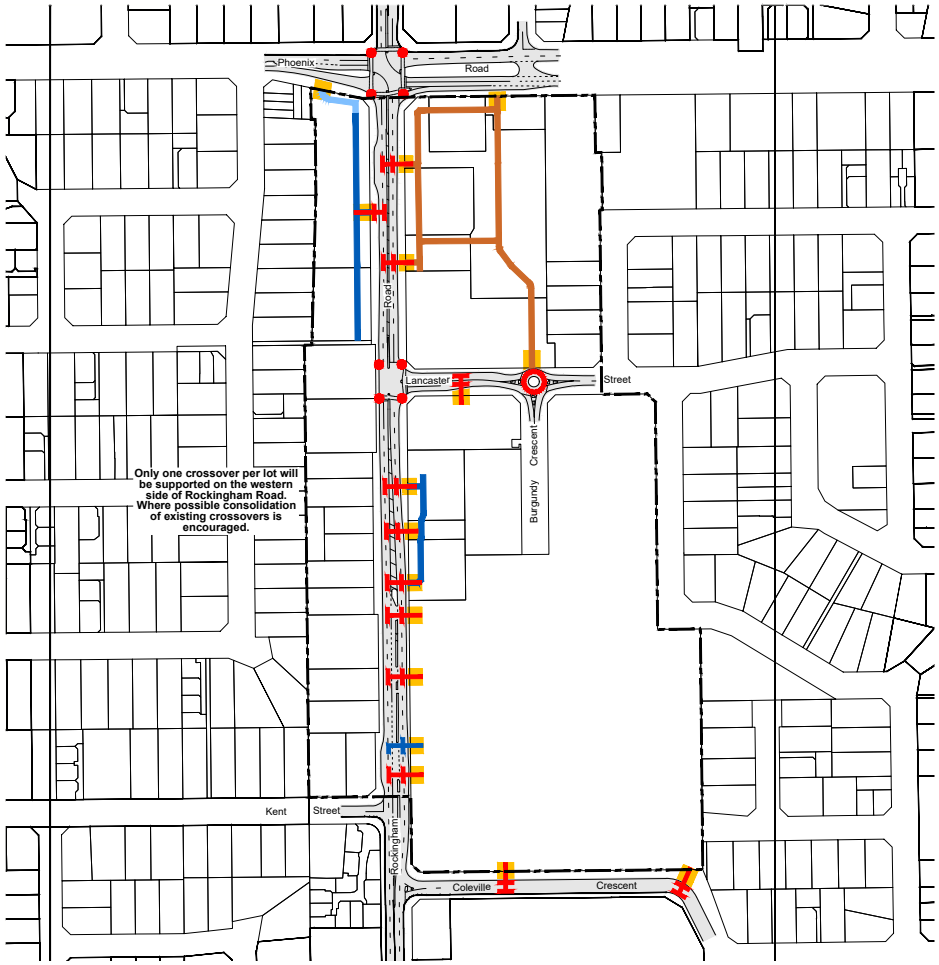


Verde Drive
Vehicle Access Plan
September 2026

Appendix 2

NEW





City of Cockburn
wetlands to waves

GNA
Sep 2026
0 75m
Scale

Land subject to policy plan
Signalised intersection
Roundabout
Full access T-junction (with median break)
Service vehicle (right in / left in / left out)

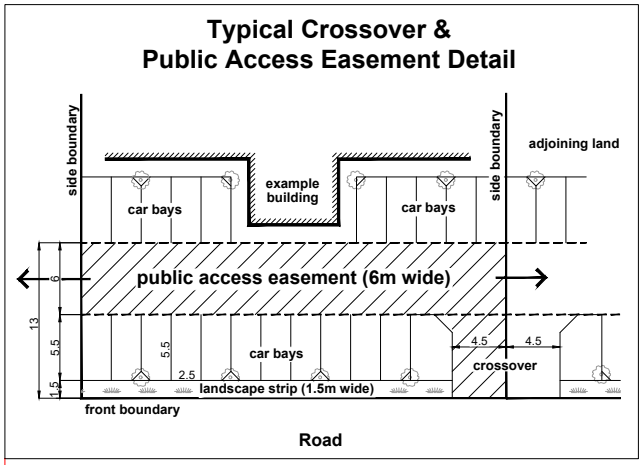
Existing easement in gross
Existing private vehicle easement
Future easement in gross
Crossover

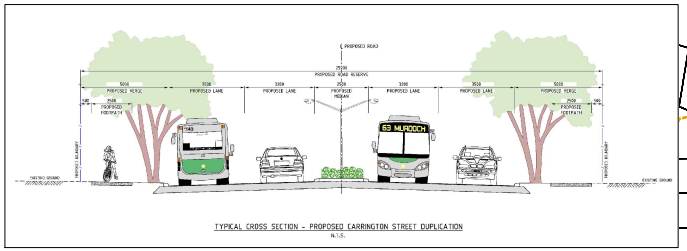
Rockingham Road Vehicle Access Plan

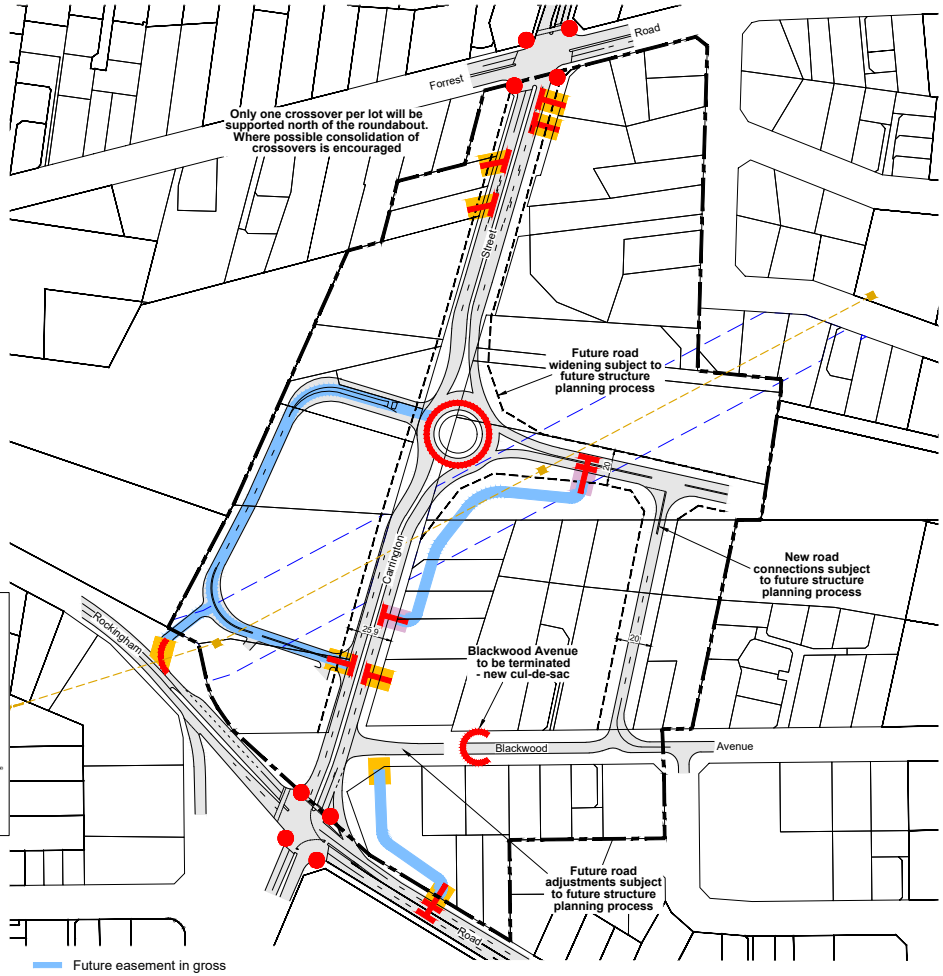
September 2026

Appendix 3

NEW







Land subject to policy plan
Road widening
Signalised intersection
Roundabout
Cul-de-sac
Left in / left out (no median break)
Left out only
Full access T-junction (with median break)
Future easement in gross
Crossover
Indicative crossover location
Western Power transmission line easement
Transmission line, pylon

City of Cockburn
wetlands to waves

GNA
Sep 2026
0 60m
Scale

Carrington Street Vehicle Access Plan

September 2026

Appendix 4

Title	**Vehicle Access**
Policy Number (Governance Purpose)	**LPP 5.6**

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~~ TBD
Next Review Due: (Governance Purpose Only)	~~May 2027~~ TBD
ECM Doc Set ID: (Governance Purpose Only)	4517299

[9]

Title	**Vehicle Access**
Policy Number (Governance Purpose)	**LPP 5.6**

Policy Type

Local Planning Policy

Policy Purpose

When land adjacent to major/arterial/distributor/important roads are developed for more intensive uses the resulting additional traffic generated by such uses can cause conflict, especially where pre-existing traffic volumes are high. This can create dangerous and unattractive road environments.

In these situations, a coordinated approach to vehicle access is required to ensure that development does not introduce any undesirable impacts on the safe and efficient movement for motorists, heavy vehicles operators, public transport users, pedestrians and cyclists.

The purpose of the Policy is to provide a framework for the planning and development of safe and efficient access arrangements for motorists, public transport users, pedestrians and cyclists, where a coordinated approach to vehicle access is required to support orderly development and network efficiency.

The Policy will be used by the City of Cockburn (the City) to guide the assessment of Development Applications, Subdivision and Local Development Plans, where a Vehicle Access Plan has been prepared.

The overall objectives for the policy are to:

(1) Provide for safe and efficient movement of motorists, public transport users, pedestrians and cyclists;
(2) Provide for safe and efficient movement of waste management and other service vehicles;
(3) Minimise the potential for conflict between through and local traffic;
(4) Provide visually attractive road environments; and
(5) Provide for reasonable property access that is direct, convenient and safe.

Policy Statement

(1) Vehicle Access Plans:

1. Vehicle Access Plans are to be prepared by the City in consultation with relevant stakeholders, which may include Main Roads WA, the Department of Planning, Lands and Heritage and landowners/tenants of affected properties.

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Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

2. Vehicle Access Plans are to be adopted by Council for inclusion as an Appendix to the Vehicle Access Policy.

3. The access arrangements in Vehicle Access Plans shall be constructed to public road standards and should consider the following design features to ensure traffic safety and efficiency:

   a) road reserve widths;
   b) intersection location and spacing;
   c) intersection type;
   d) traffic control type (i.e. traffic signals, roundabout, signage);
   e) median location and breaks;
   f) the number, location and design of vehicle access points to adjoining private properties;
   g) the size and length of vehicles that will be using the access;
   h) the volume of traffic that will be using the access;
   i) road lighting;
   j) mechanisms for organising and securing shared use of crossovers;
   k) servicing of properties by waste management and other commercial vehicles; and
   l) provision of cyclist and pedestrian facilities and integration with the adjacent path network.

4. Vehicle Access Plans are to consider pedestrian and cyclist movement patterns and key desire lines, particularly where residential development exists or is planned in proximity to the Vehicle Access Plans area.

5. Vehicle Access Plans are to be prepared with reference to the relevant local/state/national policies, guidelines and Australian Standards as determined appropriate by the Local Government.

6. Despite matching the location of a crossover shown on a Council adopted Vehicle Access Plan, further traffic information (such as a Traffic Impact Assessment and/or Road Safety Audit), may still be required to confirm the suitability of the proposed access arrangements.

(2) Vehicle Access Controls:

1. Crossovers

   a) Control over the location, design and number of crossovers will be exercised by the responsible authority to reflect the arrangements shown on a Vehicle Access Plan. Where a crossover is shown as 'indicative' on a Vehicle Access Plan, its exact location will be determined via the Subdivision and/or Development Approval process.

Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

b) There is a presumption against the creation of new vehicle crossovers across the primary frontage of the lot where alternative access is, or could be made available, to secondary roads and laneways, or via easements in gross arrangements to a nominated crossover as shown on the Vehicle Access Plan.

c) Where a vehicle crossover is permitted under a Vehicle Access Plan, conditions may be imposed on the width and design of the crossover to ensure adequate visibility and to provide for the safe and convenient movement of vehicles entering and leaving the road.

2. Easements

a) Where indicated on a Vehicle Access Plan, the City will require, as a condition of development or subdivision approval, an easement in gross in the form of a public access easement on relevant land titles. The easements in gross are to be granted for the City to maintain public access across the subject land to the side streets and/or crossover access points as delineated on the Vehicle Access Plan. These easements in gross on land titles are to be provided at the cost of the developer or landowners of the subject land. The treatment of the area covered by the easement in gross shall be designed and treated to the satisfaction of the City, to ensure consistency across lots.

b) Wherever possible, private easements recognised on a Vehicle Access Plan are to be converted to an easement in gross, reflective of their importance to the local movement network.

c) In determining development applications where a Vehicle Access Plan requires the provision of an easement in gross and where such access is not available through adjacent properties to a dedicated road, consideration may be given for retention of an access crossover temporarily, until such time as alternative access is available via the easement in gross system.

d) Provisions for the closure of the temporary crossover shall be provided by way of a condition of subdivision or development approval.

3. Parking and Circulation

a) All applications for development approval on land subject to a Vehicle Access Plan will be required to provide for traffic to enter and leave the site in a forward direction and to comply with the City's car parking and on-site vehicle circulation requirements, as detailed in the City's Town Planning Scheme No.3. This requirement is intended to ensure that

Title	Vehicle Access
Policy Number (Governance Purpose)	**LPP 5.6**

there is no traffic congestion on-site which would interfere with the safety and free flow of traffic along the primary road.

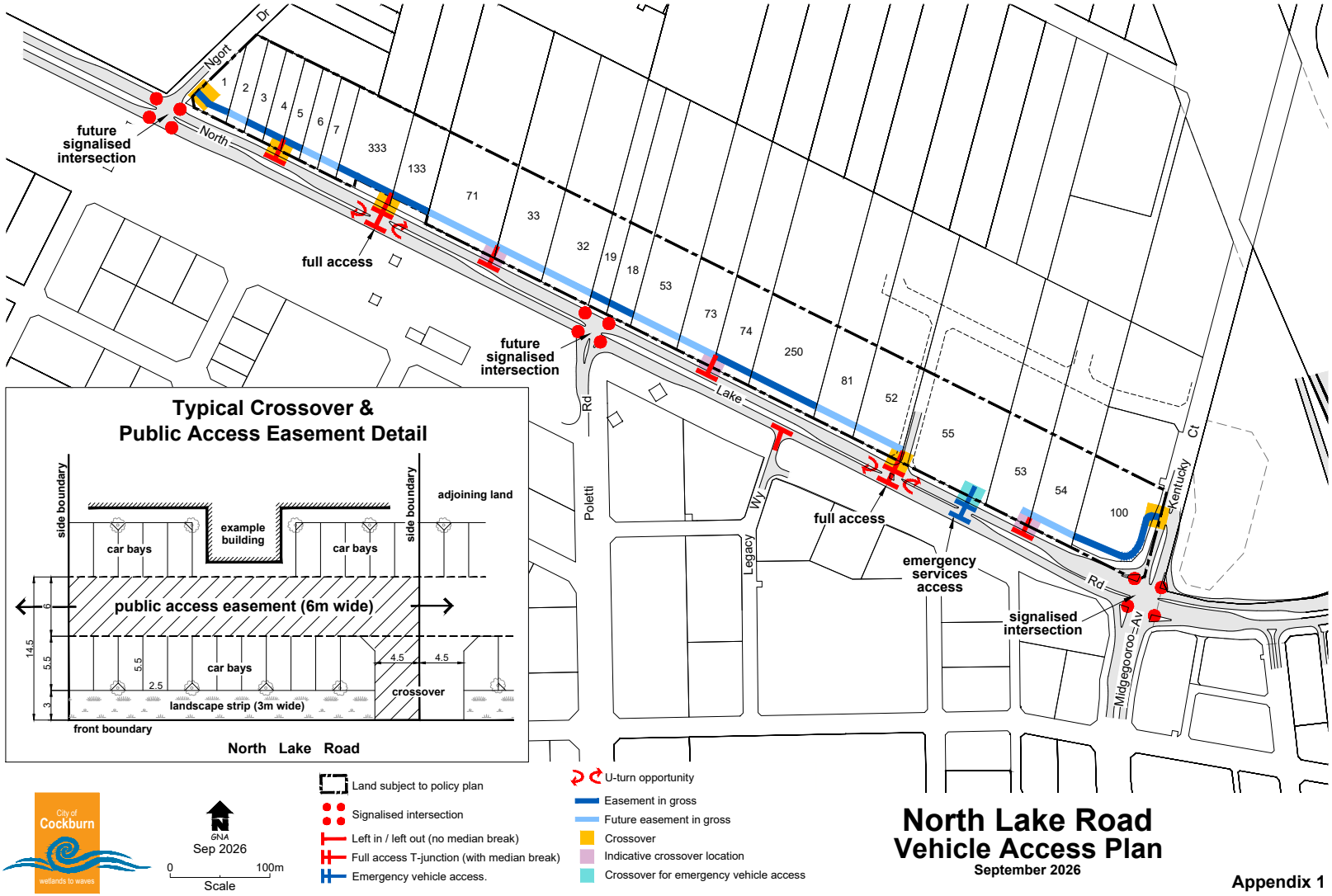
4. Variation Clause

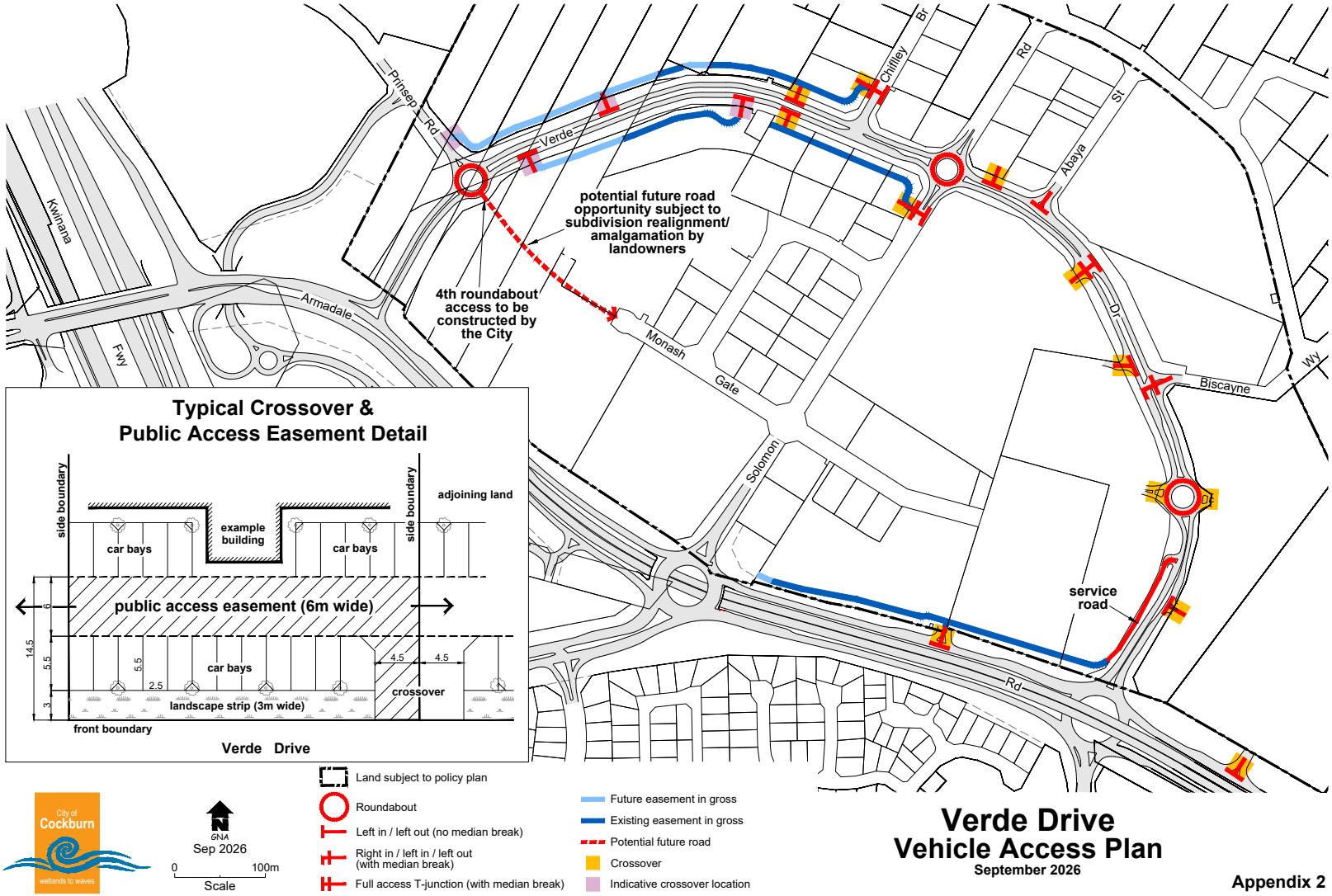
a) The precise location of rights of carriageways or crossovers delineated on a Vehicle Access Plan may be varied subject to the approval of the City provided that the purpose and the intent of the Vehicle Access Plan is maintained.

b) A detailed assessment may be required in the form of a Traffic Management Plan, a Traffic Impact Assessment, a Road Safety Audit, and/or traffic modelling may be required where a variation to a Vehicle Access Plan is proposed. The form and scope of the required traffic assessment will be subject to guidance and agreement by the City.

c) This policy document may be updated with agreement from the City.

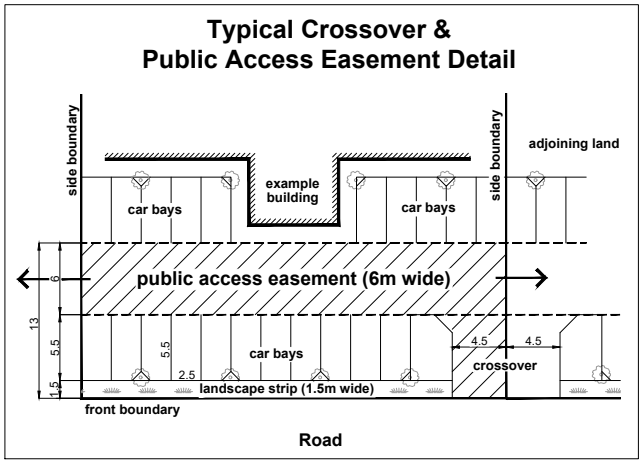
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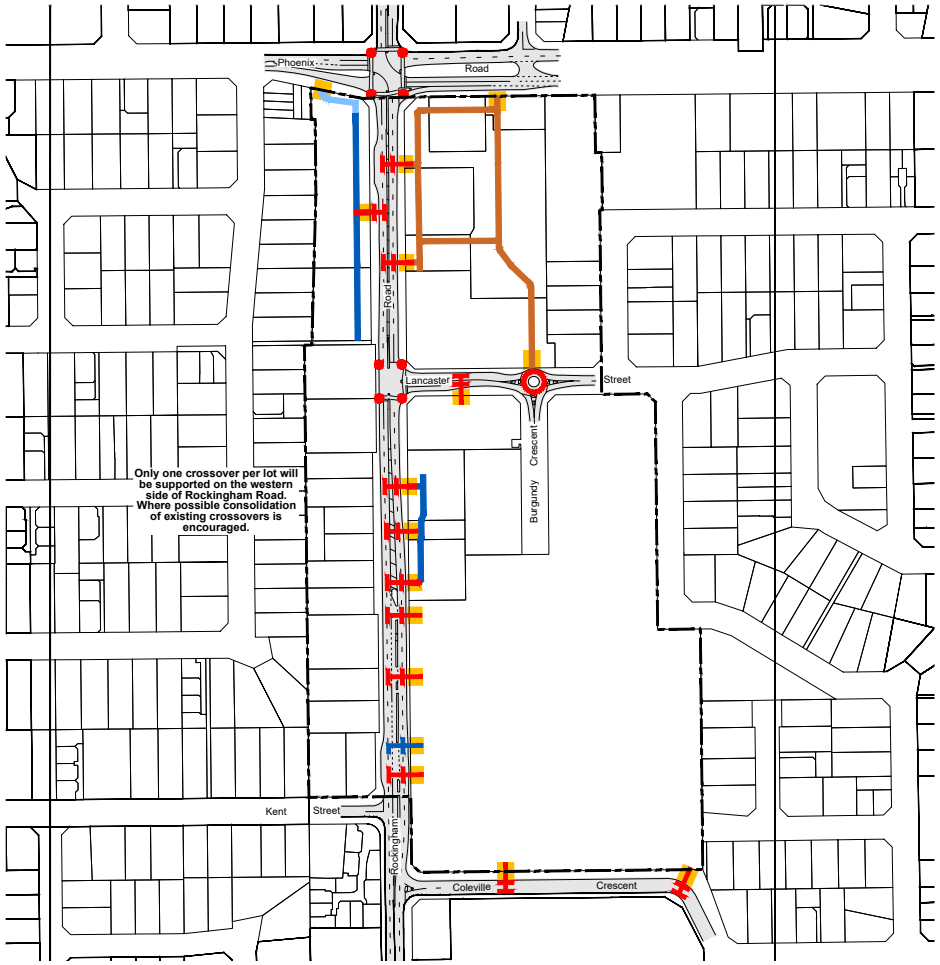

future signalised intersection
North
full access
future signalised intersection
Lake
Rd
Poletti
Wy
Legacy
full access
emergency services access
signalised intersection
Midgegooroo Av
Kentucky
Ct
Dr
Ngort
1
2
3
4
5
6
7
333
133
71
33
32
19
18
53
73
74
250
81
52
55
53
54
100
Typical Crossover & Public Access Easement Detail
side boundary
adjoining land
example building
car bays
car bays
public access easement (6m wide)
car bays
landscape strip (3m wide)
crossover
front boundary
North Lake Road
Land subject to policy plan
Signalised intersection
Left in / left out (no median break)
Full access T-junction (with median break)
Emergency vehicle access.
U-turn opportunity
Easement in gross
Future easement in gross
Crossover
Indicative crossover location
Crossover for emergency vehicle access
City of Cockburn
wetlands to waves
GNA
Sep 2026
0
100m
Scale
North Lake Road
Vehicle Access Plan
September 2026
Appendix 1



Verde Drive
Vehicle Access Plan
September 2026

Appendix 2





City of Cockburn
wetlands to waves

GNA
Sep 2026
0 75m
Scale

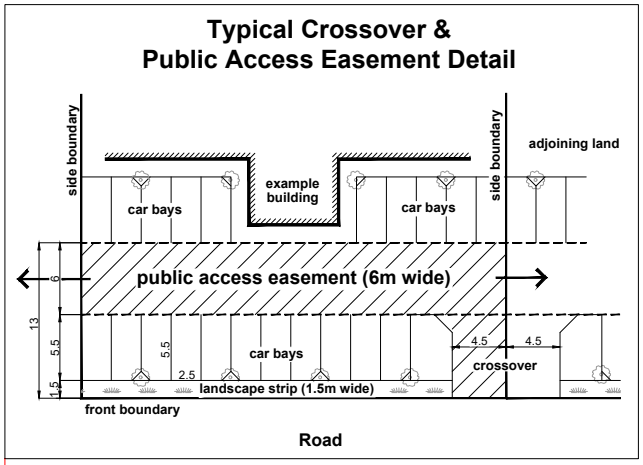
Land subject to policy plan
Signalised intersection
Roundabout
Full access T-junction (with median break)
Service vehicle (right in / left in / left out)

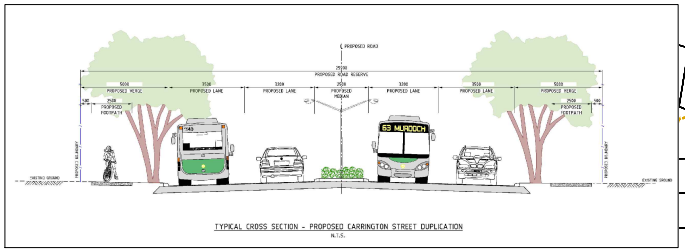
Existing easement in gross
Existing private vehicle easement
Future easement in gross
Crossover

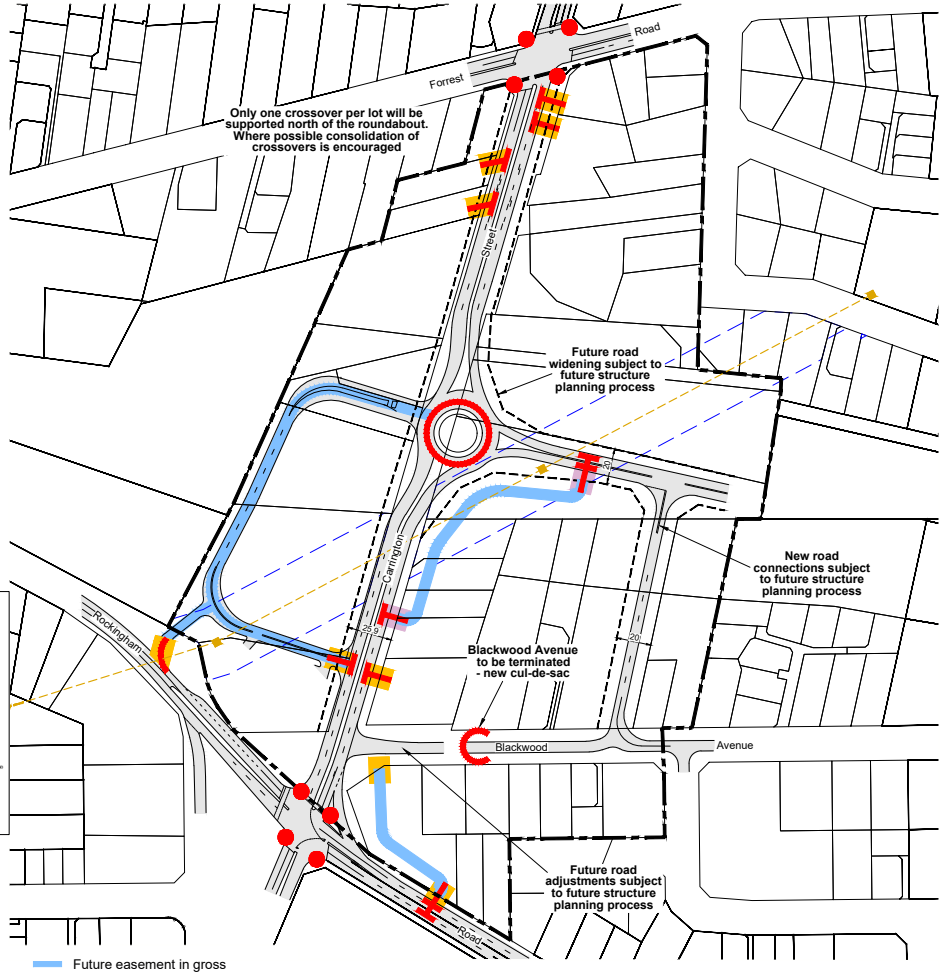
Rockingham Road Vehicle Access Plan

September 2026

Appendix 3







Land subject to policy plan
Road widening
Signalised intersection
Roundabout
Cul-de-sac
Left in / left out (no median break)
Left out only
Full access T-junction (with median break)
Future easement in gross
Crossover
Indicative crossover location
Western Power transmission line easement
Transmission line, pylon

City of Cockburn
wetlands to waves

GNA
Sep 2026
0 60m
Scale

Carrington Street Vehicle Access Plan

September 2026

Appendix 4

Title	**Vehicle Access**
Policy Number (Governance Purpose)	**LPP 5.6**

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)	TBD
Next Review Due: (Governance Purpose Only)	TBD
ECM Doc Set ID: (Governance Purpose Only)	4517299

15.1.3 (2026/MINUTE NO 0181) Policy Review - Amendment to Local Planning Policy 3.1 - Commercial Development

Responsible Executive	Director Sustainable Development and Safety
Author(s)	Strategic Planning Officer, Service Lead Strategic Planning and Service Manager Strategic Planning
Attachments	1. Discussion Paper - Protecting sensitive land uses from commercial uses ⇩ 2. Local Planning Policy 3.1 - Commercial Development (tracked changes) ⇩ 3. Local Planning Policy 3.1 - Commercial Development ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) ADOPTS the amended Local Planning Policy 3.1 – Commercial Development (as shown at Attachment 3), for the purposes of advertising; and

(2) ADVERTISES the amended Local Planning Policy 3.1 – Commercial Development, 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*.

CARRIED 8/0

Background

Council first adopted Local Planning Policy 3.1 (LPP 3.1) in February 2007, with several modifications and reviews completed since, most recently in May 2026.

The objective of the policy is to provide a comprehensive framework for the planning and development of commercial land uses throughout the City, ensuring that commercial development supports economic growth and community needs while safeguarding the amenity, character and functionality of surrounding areas, particularly where commercial activities interface with sensitive residential land uses.

Commercial land uses have the potential to impact sensitive land uses due to the complexity of accommodating a necessary mix of land uses to meet the needs of the community, and the broad nature of zonings and land use permissibilities.

In particular, land uses within proximity to schools have been an emerging concern of the community, particularly the potential negative health impact of fast-food outlets and service stations.

To explore these issues, the City prepared a Discussion Paper (refer Attachment 1) examining how the planning framework can balance mixed-use commercial development with the protection of community health, safety, and residential amenity.

It identifies the types of commercial uses that may create undesirable impacts; summarises existing legislative controls; and identifies that local planning policy provisions are the best approach to better manage these land use conflicts.

In response to these findings the City undertook a review of LPP 3.1 and identified proposed amendments to address these issues, improve policy clarity, strengthen guidance for commercial development and respond to emerging planning issues.

Submission

The proposed amendments to LPP 3.1 have been prepared by City officers to recognise the importance of balancing commercial development opportunities with protection of sensitive land uses and residential amenity. Furthermore, they recognise the important role of planning in supporting healthy communities and high-quality urban environments.

Report

A 'tracked changes' version of the draft amended policy is included as Attachment 2. A clean version of the draft policy is provided at Attachment 3.

The revised policy retains the existing provisions relating to childcare premises, health studios, service stations, licensed premises and educational establishments, whilst introducing new guidance for activity centres and compatibility considerations for sensitive land uses.

As outlined in the Discussion Paper (Attachment 1), a range of commercial uses have the potential to be incompatible with sensitive land uses. However, many of these are regulated through separate legislative and licensing frameworks. For example, betting agencies and licensed premises are subject to State Government approval processes that consider matters such as public health, community safety and local amenity.

The Discussion Paper identifies that the land uses most likely to benefit from additional planning guidance regarding their separation from sensitive land uses are 24-hour service stations, fast-food outlets with drive-through facilities, and restricted premises.

While these uses are not permitted within the 'Residential' zone, they may be permissible in adjoining zones located near schools and other sensitive land uses, where they have the potential to adversely affect community health, wellbeing and amenity.

Accordingly, a key proposed change to LPP 3.1 is the introduction of separation distance guidelines for these land uses to assist in the assessment of new development proposals, as outlined below:

Service Stations (24 hr)	• 100m separation to sensitive land uses.
'Fast-food Outlets' with	• 400m walking distance separation from Secondary

drive thru facilities	schools, except within identified 'Neighbourhood', 'District' or 'Secondary' Activity Centres. • 200m walking distance separation from Primary schools.
Restricted Premises	• 200m walking distance separation from existing or proposed Primary and Secondary schools.

The table below outlines all the proposed key changes to LPP 3.1 and explains the reasoning for each, including further justification for the proposed separation distances:

Former Section	New Section	Current Section	Proposed Modification	Justification
N/A	N/A	Policy Purpose	Additional policy objectives addressing public health, community wellbeing, activity centre outcomes, school environments and land use compatibility have been incorporated with protection of sensitive land uses and residential amenity.	To better articulate the City's objectives regarding commercial development and the role of planning in supporting healthy communities and high-quality urban environments.
(1)	(1)	Definitions	Insertion of new definition: *Drive-thru facility means a dedicated vehicle circulation lane(s) forming part of a fast-food outlet or restaurant development, designed to accommodate a queuing lane(s) for vehicles, order and/or payment points and a collection window.*	To better define the form of development subject to specific requirements of the policy, given 'fast food outlets' can include a range of food outlets, and the focus of policy measures is on those with drive-thru components due to their impacts (discussed further below).
N/A	General Provisions	(2)	New section providing overarching guidance for commercial development, including: • Application of residential setbacks abutting residential land; • Enhanced landscaping requirements; • Minimum open space and landscaping within	To establish a consistent assessment framework and support implementation of the City's desired future activity centre character.

			activity centres; • Design guidance for drive-thru facilities; and • Improved screening requirements for service and loading areas.	
(2)	(3)	Child Care Premises	New provisions introducing a 100m separation distance between Child Care Premises and 24-hour Service Stations. Additional emphasis on landscaping and retention of mature vegetation and regulated trees.	To minimise the potential exposure to benzene emissions (as recommended by Department of Health 2024 'Position statement: Service stations and sensitive land uses'). Provide additional protection for vulnerable users whilst supporting quality-built form and landscape outcomes.
(4)	(5)	Service Stations and Motor Vehicle Wash Facilities	New location section establishing new Service Stations will generally not be supported within 100m of sensitive land uses including residential development, Child Care Premises, Educational Establishments, hospitals and aged care facilities.	As above, and in response to emerging concerns regarding the compatibility of Service Stations with sensitive uses, including public health and amenity outcomes.
(5)	(6)	Licensed Premises	Updated to strengthen consideration of alcohol-related harm and community wellbeing outcomes when assessing development applications involving liquor licensing.	To provide additional policy guidance to consider broader social impacts during assessment.
N/A	Fast Food Outlets and Restaurants with Drive-Thru Facilities	(8)	New section specifying Fast Food Outlets and Restaurants incorporating drive-thru facilities will generally not be supported (except in Activity Centres) within: • 400m walking distance of Secondary schools	To minimise exposure to unhealthy food options and prioritise the school environs for pedestrians and cyclists. 400m separation recommended for Secondary schools as it

			(unless located within specified activity centres); and • 200m walking distance of Primary schools. Signage and advertising should not be visible from the boundary of existing or proposed primary schools.	correlates to a five-minute walk. For Secondary schools the provisions are not proposed to apply to 'Neighbourhood' and larger Activity Centres where it is considered reasonable to expect these types of uses - the proposed approach is considered to achieve an appropriate balance. Primary school students are less likely to purchase fast-food themselves, therefore a 200m separation is intended to minimise exposure (noting they will be an 'X' use on surrounding 'Residential' zoned land).
	Restricted Premises	(9)	Inclusion of new provision stating Restricted Premises will generally not be supported within 200 metres walking distance of schools; and establishing controls relating to signage, advertising and presentation of premises.	These uses are associated with the sale and/or display of products restricted for persons under 18, therefore it is reasonable to infer they are incompatible with primary and secondary schools.

The proposed amendments to LPP 3.1 support the objectives of Town Planning Scheme No. 3 and assist implementation of the City's broader strategic planning framework by:

- Promoting high-quality urban design outcomes for commercial land uses and activity centres;
- Supporting vibrant and functional activity centres
- Protecting residential amenity and sensitive land uses
- Enhancing landscaping and tree canopy
- Supporting healthy communities
- Improving land use compatibility outcomes across the City.

If Council resolves to adopt the draft amended LPP 3.1 for advertising, the outcomes of consultation will be used to determine whether this approach meets community expectations prior to finalisation.

Strategic Plans/Policy Implications

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

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.

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

Preparation and advertising of the proposal will be covered under the Strategic Planning FY27 budget.

Legal Implications

N/A

Community Consultation

Should Council adopt the amended LPP 3.1 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*.

At the conclusion of the consultation period, the City will review the submissions received and prepare a report for the Committee's consideration at the next available Governance Committee Meeting. At that meeting (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 Policy amendments.

Risk Management Implications

The proposed policy amendments and land use separation distance measures are considered to achieve a reasonable and balanced approach that will still allow for the ongoing operation of existing or approved commercial land uses, without triggering 'non-conforming use rights' that may negatively impact those businesses.

Inclusion of the proposed measures in a local planning policy provides clear guidance whilst also ensuring flexibility to assess new proposals on their merits against the policy objectives.

Should the modifications not be supported the local planning framework will have limited guidance for some of the key measures, such as separation distances to sensitive land uses. That could potentially lead to the following:

- Greater risk of incompatible land use interfaces which may create conflicts between residents, schools and businesses, negatively impact community health and wellbeing, and increase complaints
- Reduced community confidence in planning decisions, widespread perceptions that community concerns are not being addressed, and increased public objections to development applications
- Failure to incorporate these controls may create misalignment between local planning decisions and broader State health and planning objectives, making it more difficult to demonstrate that planning decisions support health and wellbeing outcomes
- Missed opportunities to support health and wellbeing outcomes consistent with obligations under the *Public Health Act 2016* and broader State health strategies.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

City of Cockburn Discussion Paper: Protecting sensitive land uses from inappropriate commercial uses through the planning framework (2026)

1.0 The issue

Sustainability requires integration of the social, economic and environmental consequences of land use and development to deliver a better quality of life now and for future generations. The planning system is uniquely placed to influence the quality of life of communities because of its capacity to resolve conflicts and deliver solutions which balance social, economic and environmental objectives.

Local governments are legislatively bound via the *Public Health Act 2016* to promote health and wellbeing within their local areas.

The City of Cockburn has urban environments with a necessary mixture of land uses to meet the needs of the community, support the local economy, and create vibrant communities. Accommodating a mix of uses to avoid land use conflict and achieve compatibility is a fundamental objective of the planning framework.

Historically, land use conflicts from rural land uses arose in the Perth metropolitan area as areas transitioned from rural to urban whilst some market gardens continued to operate. This problem has lessened as such uses have ceased, and the City's remaining rural zoned land is generally separated from residential zoned land.

In this context, currently the primary issue of land use incompatibility relates to commercial land uses and their impact on sensitive land uses. This arises because of the complexity of accommodating a necessary mix of land uses to meet the needs of the community, and the broad nature of zonings and land use permissibilities.

Land uses within proximity to schools have been a key concern of the community, particularly the potential negative health impact of fast-food outlets and service stations.

This paper will focus on the impact of commercial land uses on sensitive land uses, addressing the following questions:

- What are sensitive land uses in the context of the planning framework?
- How does the planning framework (and other legislation/requirements) currently control and mitigate land use conflicts?
- What commercial land uses have the potential to have an unacceptable impact on sensitive land uses?
- Can the planning framework better manage these land use conflicts?
- Are amendments to the local planning framework recommended to better address these concerns whilst achieving a balanced approach to achieving mixed use environments?

2.0 Sensitive land uses and the planning framework

The EPA (Guidance Statement No. 3 'Separation Distances between Industrial and Sensitive Land Uses') defines sensitive land use are those potentially sensitive to emissions from industry and infrastructure including residential developments, hospitals, hotels, motels, hostels, caravan parks, schools, hospitals, nursing homes, childcare facilities, shopping centres, playgrounds, and some public buildings.

For the purposes of the land use planning framework and commercial land uses (rather than 'industrial'), consideration is given to the length of time people would spend at that location which

would reasonably influence the potential impact. Residential land uses - places where people live - are obvious sensitive land uses.

The following are considered 'sensitive land uses' pursuant to the local planning scheme because of the average potential length of stay, amount of time spent at the location and vulnerability of occupants/visitors:

- Residential dwelling (single, grouped, multiple)
- Educational Establishment
- Short-term rental accommodation
- Child care premises
- Hospital
- Aged care
- Residential building
- Tourist Accommodation

3.0 Conflict between commercial and sensitive land uses

Local planning scheme zonings are a key tool to minimise land use conflicts. The City's local planning scheme zonings provide appropriate separation between residential zoned land and industrial or rural zoned land to minimise potential land use conflicts.

Land use permissibilities in the local planning scheme then identify a range of compatible land uses for each zone to further minimise conflicts. For example, many non-residential land uses are restricted within the 'Residential' zone to protect residential amenity.

Land use conflicts are also minimised through statutory buffers, such as the Kwinana Air Quality Buffer; and other legislation and regulations (e.g. Health Act, Noise Regulations), and local laws which govern matters such as keeping of animals.

EPA Guidance Statement No. 3 identifies separation distances between a range of industrial uses, commercial uses, rural activities, and infrastructure that have off-site emissions that may adversely affect the amenity of sensitive land uses. However, the only 'commercial' land use (rather than industrial or rural) with an identified separation distance is 24-hour service stations.

It is reasonable to expect a range of commercial land uses within commercial zoned areas, and these areas (particularly activity centre zonings) may abut or be adjacent to residential zoned land. Such proximity aligns with creation of walkable communities; and supports the viability of activity centres.

However, commercial land uses may generate levels of activity greater than typically generated or anticipated by residential development. This includes traffic, noise, visual impacts, litter, and odour. The challenge is minimising land use conflicts to reasonably protect residential amenity whilst allowing for the viable operation of commercial uses.

Generally, land use conflicts occur when there is insufficient separation between a source that generates external impacts and a sensitive land use, or when there are insufficient controls to mitigate these impacts.

Some impacts of commercial uses may be deemed a nuisance rather than health issue, however persistent exposure to a nuisance such as odour can lead to indirect health effects through stress.

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Noise is an inherent part of many activities, but may negatively impact health, wellbeing and amenity, particularly if it disturbs sleep[1][2].

Often impacts can be mitigated through conditions of Development Approval such as hours of operation, staff numbers, customer numbers, access arrangements, parking and visual screening etc. Matters such as noise and waste storage are controlled by the *Environmental Protection (Noise) Regulations 1997*, the *Food Act 2008*, *Food Regulations 2009* and Food Standards Code.

In recent times there has been particular community interest regarding land uses within proximity to primary and secondary schools, such as fast food outlets. Much of the catchment areas around primary and secondary schools is zoned 'Residential' where many commercial land uses (particularly those that would negatively impact residential amenity) are not permitted.

However, within the catchments of many schools there are areas of existing commercial zoned land and activity centres where certain permissible land uses may not be compatible with schools. Of note, the 'Development' zone (or 'Urban Development' under draft Local Planning Scheme No. 13) provides for areas to be structure planned and does not include land use permissibilities, therefore providing for a wide range of potential uses which may not be compatible with schools. This is therefore a particular issue for new residential areas where the zoning will typically be 'Development' rather than 'Residential'.

A review of the local planning scheme land use definitions has identified the following land uses that may be permissible in commercial zones that may be perceived as having a negative impact on sensitive land uses, based on community feedback and legislative restrictions on the use:

- Fast food outlets
- Restricted premises
- Service Stations
- Betting agency
- Tavern
- Liquor Store (Small and Large)
- Nightclub
- Small bars
- Hotel

Each of these land uses is discussed in further detail below:

3.1 Service Stations

EPA Guidance Statement No. 3 identifies a 200m generic buffers to 24-hour service stations from sensitive land uses. This highlights the potential for service stations to conflict with sensitive land uses, requiring further consideration given their permissibility in commercial zonings.

Air dispersion modelling has been used in the past to justify a reduced buffer to service stations, however recent advice from Department of Health is they have been advised by the Department of Water and Environmental Regulation (DWER) that "*...air quality dispersion modelling has a number of areas of uncertainty and the Department is not able to verify the assumptions made in these*

[1] Halperin D. Environmental noise and sleep disturbances: A threat to health? Sleep Sci. 2014 Dec;7(4):209-12. doi: 10.1016/j.slsci.2014.11.003. Epub 2014 Nov 15. PMID: 26483931; PMCID: PMC4608916.
[2] Hume KI, Brink M, Basner M. Effects of environmental noise on sleep. Noise Health. 2012 Nov-Dec;14(61):297-302. doi: 10.4103/1463-1741.104897. PMID: 23257581.

modelling studies. Therefore, the use of dispersion modelling to make precise judgements on separation distances is impossible."

Benzene is classified as a human carcinogen (genotoxic carcinogen) by the International Agency for Research on Cancer, for which no threshold has been established[3]. Long-term exposure at various levels can affect normal blood production and can be harmful to the immune system. It can cause Leukaemia and has also been linked with birth defects in animals and humans[4].

In 2024 Department of Health released a Position statement: Service stations and sensitive land uses which recommends a 100m setback to Service Stations.

On this basis, it is considered appropriate to take the precautionary principle and restrict future proposed service stations and fuel depots within 100m of sensitive premises, whilst also restricting proposed sensitive land uses from locating within 100m of an existing or approved Service Station.

3.2 Fast food outlets

There has been growing community concern regarding the proximity of fast-food outlets to schools, and the potential negative impact on the health of young people.

There is a question as to whether this is within the scope of the planning framework to address. In the first instance, it is acknowledged the built environment influences community health in many ways, including activity levels, access to nutritious food, housing, contact with nature and spaces for social interactions.

Features of the built environment provide opportunities to engage in both healthy and unhealthy behaviours. Studies predominantly from Australia, UK and USA, have shown proximity (and density) of fast-food outlets to homes and schools can increase consumption of junk food.

The State Planning Strategy 2050 is the highest order planning instrument in the Western Australian planning system, designed to inform planning policies and decisions throughout the State. It recognises access to nutritious food choices is important to maintain good health and prevent chronic disease. It notes the social and economic costs of not planning for health and wellbeing can be significant and can manifest in higher rates of obesity, poor physical and mental health, social isolation and increased crime.

Clause 67(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015* deemed provisions sets out the matters for the local government to have due regard, which includes the following:

(n) the amenity of the locality including the following —

(i) environmental impacts of the development;

(ii) the character of the locality;

(iii) ***social impacts*** *of the development;*

[3] IARC. Benzene. Overall evaluations of carcinogenicity: An updating of selected IARC Monographs from Volumes 1 to 42. IARC Monographs on the Evaluation of Carcinogenic Risk to Humans. Lyon, International Agency for Research on Cancer, 1987; Supplement 7: 120–122

[4] Australian Department of Climate Change, Energy, the Environment and Water, Benzene Fact Sheet https://www.dcceew.gov.au/environment/protection/npi/substances/fact-sheets/benzene-0

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It is reasonable for the planning system to consider this as a social issue, and to consider the compatibility of fast-food outlets within proximity schools.

Overweight and obesity in children and adolescents is recognised as a major public health issue in Australia, associated with poorer health and wellbeing, worse performance at school, increased health-care costs, and an increased risk of obesity in adulthood[5].

The food available in close proximity to schools is an important component of the food environment for children and adolescents.

Children and adolescents are also highly susceptible to the influence of the marketing of unhealthy food and beverages[6].

A WA study (2017-2018) found almost half (45%) of secondary students purchased discretionary foods from food outlets near their school on a weekly-or-more basis, with purchase frequency significantly associated with the availability of major fast-food outlets near their schools[7].

Studies suggest policies and regulation aimed at reducing the availability of fast-food outlets near schools are essential to improve dietary intakes and reduce obesity in WA schoolchildren[8].

Using planning laws to limit unhealthy food outlets and to support access to healthy food options, including near schools is a key recommendation of the 'Final Report of the Sustainable Health Review 2019', 'National Obesity Strategy 2022-2023', the 'WA Health Promotion Strategic Framework 2022-20261', and the 'WA Food Policy Index Report Card 2023'.

Whilst junk food can be purchased at many establishments other than fast-food outlets (such as supermarkets), studies indicate the greatest impact and purchase frequency comes from the major fast-food outlet chains[9], all which typically have a drive-through component.

As a land use, drive thru facilities can also have a negative impact on the safety and amenity of the pedestrian environment through increased vehicle movements and large crossovers and access requirements. This is important because movement network, traffic and parking issues (and associated safety concerns) continue to be raised as key issues affecting the day-to-day operation of schools.

Therefore, based on the potential negative social impacts (a consideration of clause 67(2) of the Regulations), it is appropriate to specifically restrict fast-food outlets with drive thru facilities within proximity to schools with the purpose of:

- Reducing the consumption, promotion and normalisation of unhealthy foods to improve health and wellbeing outcomes of young people;
- Supporting safe, high amenity pedestrian environments that prioritise pedestrians, cyclists and public transport access in the environs surrounding schools.

[5] 'Overweight and obesity among Australian children and adolescents' (2020), Australian Government – Australian Institute of Health and Wellbeing
[6] WHO 2016. Report of the Commission on Ending Childhood Obesity. Geneva: WHO.
[7] Trapp GS, Hooper P, Thornton L, Kennington K, Sartori A, Hurworth M, et al. Association between food-outlet availability near secondary schools and junk-food purchasing among Australian adolescents. Nutrition. 2021;91:111488.
[8][9]Trapp GSA, Hooper P, Billingham W, Thornton L, Sartori A, Kennington K, et al. Would you like fries with that? Investigating fast-food outlet availability near schools in Perth, Western Australia. Health Promote J Austral. 2022. https://doi.org/10.1002/hpja.682

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It is recognised fast-food outlets contribute to the economy and provide local employment opportunities. A balanced approach is required to provide for their appropriate location where they will not have a detrimental impact on the amenity of neighbourhoods and school environs.

It is considered reasonable that any separation distance not be applicable for Activity Centre zoned land

Identifying an appropriate separation distance between schools and fast-food outlets is a complex matter because of the range of influencing factors in the built environment, patterns of travel behaviour, and socio-economic factors shown to influence the consumption of unhealthy foods.

Pertinently, there is a difference in the impact for primary and secondary school students which requires consideration, discussed below.

Secondary Schools

Secondary school students have greater autonomy over their food choice, and greater freedom and mobility than primary school students. For this reason, most of the Australian studies, including the WA study, focus on Secondary school students.

For secondary schools, having fast-food outlets within the walkable catchment provides easy access to junk food, and the studies confirm proximity to fast-food outlets increases consumption of unhealthy foods.

A catchment of 400m correlates to approximately a five-minute walk and is considered to be a reasonable catchment to exclude fast food outlets, noting they will be an 'X' use on any surrounding 'Residential' zoned land.

Excluding fast-food outlets with drive-through facilities from the immediate surrounds will also support a safer walking and cycling environment around schools.

Primary Schools

Primary school students are less likely to have the opportunity to purchase fast-food themselves, however the presence of fast-food outlets in a neighbourhood is shown to 'normalise' consumption of these types of food[10]. Therefore, proximity of fast-food outlets to primary schools may have a negative impact through normalisation and exposure.

For primary schools this means minimising exposure to fast food outlets in the immediate surrounding environment, rather than a broader walkable catchment as proposed for secondary schools.

Notably, much of the area around primary schools is often zoned 'Residential' where 'Fast Food outlet with drive through facility' will be an 'X' use, minimising the likelihood of such uses.

In recognition of this, and to address the key issues of exposure (rather than accessibility as with secondary schools), a 200m catchment exclusion area is considered appropriate to protect primary schools from the potential negative impacts of fast-food outlets with drive thru facilities. It is also recommended signage not be visible from the boundary of the school for the same reasons.

[10] van Rongen, S., Poelman, M.P., Thornton, L. et al. Neighbourhood fast food exposure and consumption: the mediating role of neighbourhood social norms. Int J Behav Nutr Phys Act 17, 61 (2020). https://doi.org/10.1186/s12966-020-00969-w

As with Secondary schools, excluding fast-food outlets with drive-through facilities from the immediate surrounds will also support a safer walking and cycling environment around schools.

3.3 Restricted Premises

The model definition for 'Restricted premises' proposed to be included in draft LPS13 is as per the *Planning and Development (Local Planning Schemes) Regulations 2015*:

Restricted premises: means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of -

(a) publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth); and

(b) materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or

(c) smoking-related implements.

These uses are associated with the sale and/or display of products restricted for persons under 18, therefore it is reasonable to infer they are incompatible with primary and secondary schools.

The *Tobacco Products Control Act 2006* requires a retailer's licence to be issued by the Department of Health if tobacco products are to be sold or supplied from a premises. The *Tobacco Advertising Prohibition Act 1992* includes restrictions on the advertising of smoking, and purchase or use of tobacco products.

However, premises that do not sell tobacco, but sell smoking implements, and/or nicotine and tobacco free flavoured charcoal and vaping liquids, do not require a tobacco seller's licence.

While it is illegal to sell tobacco products or smoking implements to persons under 18 as set out in the *Tobacco Products Control Act 2006*, there is no legislation restricting those persons under the age of 18 from entering a premises that sells smoking related accessories.

Furthermore, while it is against the law for premises with a tobacco's seller's licence to display smoking implements, if a premises does not hold or require a tobacco seller's licence there are no restrictions regarding the display of smoking implements. This means there is potential for premises selling smoking implements to display products, and to be accessible to persons under 18.

While such premises may not result in an increase in the availability of tobacco products, their presence could serve as promotion or normalisation of smoking. This would be contrary to the National Tobacco Strategy (2023-2030) objectives to prevent the uptake of tobacco use and prevent and reduce the marketing and harms associated with use of novel and emerging products.

People who start smoking during early adolescence are more likely to smoke daily later in life, and the younger an individual starts smoking the less likely they are to stop [11]. Minimising exposure of young people to smoking culture is considered a positive step to reduce the uptake of tobacco use and aligns with community expectations to protect the health and wellbeing of young people.

[11] AIHW 2017b. National Drug Strategy Household Survey 2016: detailed findings. Drug statistics series no. 31. Cat. no. PHE 214. Canberra: AIHW.

The types of products sold in other 'Restricted Premises' are also considered inappropriate for persons under 18, reflected in their sales restriction, and they are therefore incompatible with schools.

In this regard, it is appropriate that 'Restricted premises' not be permitted within a 200m walkable catchment to primary and secondary schools to minimise potential exposure of children to products not suitable for persons under 18, including smoking-related implements.

3.4 Licensed Premises

Licensed premises include Tavern; Liquor Store (Small and Large); Nightclub; Small bars; Hotel. These land uses require a liquor licence which is not granted unless the licensing authority considers it is in the public interest under the *Liquor Control Act 1988*.

The licensing authority may consider the impact on physical harm and health, the amenity of area, and the contribution to annoyance or disturbance.

The appropriateness of the location of licensed premises is therefore considered through the liquor licencing process, and further land use restrictions are not necessary, beyond ensuring the land uses are only permissible in appropriate zones.

Whilst there may be traffic, parking and noise concerns relating to these uses, these can be assessed and considered as part of a Development Application.

3.5 Betting Agency

Betting agencies are highly regulated through numerous Acts and Regulations and must be established by Racing and Wagering WA (RWWA) under the *Racing and Wagering Western Australia Act 2003*.

Establishment of a new agency requires notice to the Gaming and Wagering Commission who can determine the conduct of gambling at a totalisator agency or a proposed totalisator agency is, or will be detrimental to the public interest. They can direct RWWA to close the totalisator agency or to not establish the totalisator agency. This legislative framework provides tight controls for the establishment and location of betting agencies, and it is not considered further restrictions on the land use is required beyond ensuring it is permissible in appropriate zones.

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4.0 Proposed land use planning response – Proposed Planning Framework

4.1 Land use definitions

Currently the land use definition for fast food outlet/lunch bar pursuant to the *Planning and Development (Local Planning Schemes) Regulations 2015* model provisions is as follows:

> ***fast food outlet/lunch bar*** *- means premises, including premises with a facility for drive-through service, used for the preparation, sale and serving of food to customers in a form ready to be eaten —*
>
> *(a) without further preparation; and*
>
> *(b) primarily off the premises;*

However, the WAPC 'Consistent Local Planning Schemes report' identifies two new land uses - 'Fast Food outlet with drive-through facility' and 'Food outlet' to differentiate between food outlets that include a drive-thru, recognising there is a critical difference in their impact.

Having two separate land use definitions provides greater ability to ensure the appropriate siting of drive-thru fast-food outlets given they can have a more significant impact due to their vehicle access requirements, traffic generation, large land requirements, built form and negative impact on the pedestrian environment.

To achieve the stated objectives of improving health outcomes of the community and supporting safe, high amenity pedestrian environments around schools, it is considered appropriate to focus restrictions on 'fast food outlet with drive through facility'. These land uses are considered likely to have the greatest negative impact, with other food outlets likely to have a smaller building footprint, accommodate less vehicle access, generate less traffic, and are likely to be within smaller tenancies in activity centres or service commercial zoned areas.

Furthermore, studies indicate the greatest impact and purchase frequency for school students comes from the major fast food outlet chains[12], which typically all include a drive-through component (particularly in a suburban rather than city centre context).

4.2.1 Planning Instrument

Proposed land use separation measures could be implemented through either the local planning scheme or a local planning policy.

Local Planning Scheme changes, such as imposition of 'Restricted Uses' or statutory exclusion areas would be impractical to define spatially and inflexible and would be unlikely to be supported by the Western Australian Planning Commission (WAPC).

Local planning policies are 'due regard' instruments under the *Planning and Development (Local Planning Schemes) Regulations 2015*, which Local Governments must consider in determining Development Applications.

Inclusion of separation distance requirements within a local planning policy provides a reasonable and balanced approach that will still allow for the ongoing operation of existing or approved

commercial land uses, without triggering 'non-conforming use rights' that may negatively impact those businesses.

Inclusion of the proposed measures in a local planning policy also provides clear guidance whilst also ensuring flexibility to assess new proposals on their merits against the policy objectives.

Table 1 below summarises the proposed exclusion areas/separation distances to be incorporated into a local planning policy:

Table 1: Summary of proposed exclusion areas/separation distances (commercial land uses)	
Fast food outlet with drive thru facility	• Not permitted within 200m walkable catchment of primary schools. • Not permitted within 400m walkable catchment of secondary schools (except in Activity Centres – Neighbourhood and larger). • Signage not visible from boundary of primary school.
Service station	• New service stations restricted within 100m of sensitive land uses.
Restricted premises	• New 'Restricted premises' not permitted within a 200m walkable catchment to primary and secondary schools.
Sensitive land uses	• Proposed sensitive land uses will generally not be supported within 100m of a site containing a 24-hour Service Station or subject to a current Development Approval for a 24-hour Service Station.

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5.0 Summary of findings and recommendations

Land use	Overview of framework and issues	Recommendation
Fast food outlet	• Proximity to schools (and the quantity) increases consumption and normalisation of unhealthy food. • Potential negative social impacts (health and wellbeing of young people). • Negative impact on pedestrian environments that should prioritise pedestrians, cyclists and public transport access surrounding schools. • Appropriate to restrict fast-food drive thru outlets with drive thru facilities within proximity to schools to improve health and wellbeing outcomes of the community and support safe pedestrian environments.	**POLICY MEASURES RECOMMENDED** New 'Fast food outlet with drive thru facility' not supported within 200m walkable catchment of primary schools and 400m walkable catchment of secondary schools (except in Activity Centres). Signage not visible from boundary of primary school.
Service Station	• EPA Guidance Statement No. 3 recommends 200m buffer to sensitive land uses (24 hr service stations), however more recent Department of Health 2004 Position Statement recommends 100m. • Key issue is Benzene emissions - a carcinogen with no safe limits - Department of Water and Environmental Regulation currently do not accept air dispersion modelling to justify reduced buffer. • Precautionary principle recommended given serious potential health impacts.	**POLICY MEASURES RECOMMENDED** New 24 hr service stations restricted within 100m of sensitive land uses.
Restricted premises	• Uses associated with sale and/or display of products restricted for persons under 18, therefore reasonable to infer incompatibility with schools. • Restriction within proximity to schools appropriate to minimise potential exposure of children to products not suitable for persons under 18.	**POLICY MEASURES RECOMMENDED** New 'Restricted premises' not supported within a 200m walkable catchment to primary and secondary schools.
• Tavern • Liquor Store (Small and Large) • Nightclub • Small bars • Hotel	• Liquor licence Applications are not granted unless licensing authority considers it is in the public interest under the *Liquor Control Act 1988*. • Licensing authority may consider impact on physical harm and health, amenity of area, and contribution to annoyance or disturbance. • Location is considered through liquor licencing process, and further land use restrictions are not necessary, beyond ensuring permissible in appropriate zones. • Traffic, parking and noise concerns relating to these uses can be assessed and considered as part of a Development Application.	**SOME POLICY MEASURES RECOMMENDED** No further restriction on land use required beyond ensuring appropriate permissibility in each zones; however inclusion of reference to the potential for licensed premises to increase the availability of liquor in a high-risk manner and contribute to alcohol related harm in the community, the potential public health and wellbeing impact of such uses will be taken into

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		consideration when determining development applications.
Betting agency	• Must be established by Racing and Wagering WA (RWWA) under the *Racing and Wagering Western Australia Act 2003*. • Requires notice to Gaming and Wagering Commission who can determine the conduct of gambling at an existing or proposed totalisator agency, or whether it will be detrimental to public interest and can direct RWWA to close or not establish the agency.	**NO FURTHER ACTION** No further restriction on land use required beyond ensuring appropriate permissibility in each zones.

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Policy
Commercial Development

Policy Number
LPP 3.1

Policy Type

Local Planning Policy

Policy Purpose

The City of Cockburn features a range of different commercial zones, ranging from small local centres to significant regional activity centres. The City's Town Planning Scheme No. 3 (TPS 3) allows for a range of commercial land uses within these commercial areas as well as within residential zones .

-to meet the needs of the community, support the local economy, and create vibrant communities.

Accommodating a mix of uses to avoid land use conflict and achieve compatibility is a fundamental objective of the planning framework. The challenge is minimising land use conflicts to reasonably protect sensitive land uses and residential amenity whilst allowing for the viable operation of commercial uses, particularly a range of land uses in larger Activity Centres.

The purpose of this policy is to provide a comprehensive framework for the planning and development of various commercial land uses within the City of Cockburn n. to balance growth with community health and wellbeing, ensure effective land use planning, and enhance the overall functionality and character of the City.

This policy aims objectives areto:

1. Facilitate Growth and Convenience: Support the development of diverse commercial uses including childcare premises, health studios, service stations, licensed premises, and educational establishments, ensuring they contribute positively to the convenience and economic vibrancy of the City.
2. Protect Amenity and Safety: Ensure that all commercial developments are designed and located to minimisze adverse impacts on the amenity of surrounding areas. This includes addressing issues related to public health and wellbeing, noise, light, odour, traffic flows, and pedestrian and cyclist safety; and minimising exposure to benzene emissions from Service Stations.

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3. Promote Integration and Compatibility: Ensure that new developments are compatible with the surrounding land uses and activity centres, and do not undermine the ability of these centres to support a mix of land uses and community functions as outlined in the City's strategic plans.

4. Support High-Quality Development: Provide clear guidelines on the siting, design, and operation of commercial premises, including specific requirements for parking, building retrofitting, and public impact considerations, to achieve coordinated and high-quality development outcomes that contribute positively to the streetscape and intended future character.

5. Ensure compatible land uses within proximity to primary and secondary schools to:

   a) Minimise access and exposure to unhealthy food choices to support high quality health and wellbeing outcomes for young people and the community;
   b) Support a safe, high amenity environment that prioritises pedestrians, cyclists and public transport access in the environs surrounding schools; and
   ~~a)~~c) Minimise exposure to 'Restricted Premises' which are unsuitable for people under 18 years of age, potentially impacting health and wellbeing.

~~By addressing these objectives, the policy seeks to balance growth with community wellbeing, ensure effective land use planning, and enhance the overall functionality and character of the City.~~

Policy Statement

(1) Definitions

Active Floor Space Area (AFSA) means, in relation to Health Studios, the area of all floors/levels within the internal finished surfaces of permanent walls of a building, used for physical exercise, recreation and sporting activities, but excludes all areas designated for machines such as pin-loaded equipment and cardio machines, as well as car parking areas, stairs, toilets, cleaners cupboards, lift shafts, motor rooms, escalators, tea rooms, plant rooms, lobbies between lifts facing other lifts serving the same floor, and areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building.

Child Care Premise means a place where a child care service as defined in the *Child Care Services Act 2007* section 4 is provided.

Child Care Service means –
(a) any education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1); or
(b) any child care service as defined in the *Child Care Services Act 2007* section 4;

Drive-thru facility~~:~~ means~~i~~s a dedicated vehicle circulation lane(s) forming part of a fast-food outlet or restaurant development, designed to accommodate a queuing lane(s) for vehicles, order and/or payment points and a collection window.

Exercise Machines means ~~: P~~pin ~~L~~loaded equipment and cardio machines~~,~~ but does not include equipment such as free weights and stretch areas which are considered active floor space area.

Family Day Care Service – means a type of child care service prescribed as a family day care service for the purposes of the Child Care Services Act 2007

(2~~1~~) General provisions

1. Where a site adjoins Residential zoned land or residential development the setback requirements to that boundary should be in accordance with the R-code of that adjoining site.

2. Proposals for multiple land uses on one site or tenancy shall designate the area of each use on the plan, and development applications seeking approval for multiple potential land uses on the same areas of one site or within one tenancy will not be supported.

3. Development in all Activity Centres should contribute positively to the following intended future character – *'Activity Centres as attractive, compact and well-connected mixed-use hubs appropriate to their role in the activity centre hierarchy, incorporating high-quality landscaping that enhances tree canopy cover and prioritising safe, legible and convenient pedestrian and cyclist movement within and to the centre.'*

4. Development in Activity Centres should address the following to achieve the intended future character:

   a) Buildings to address the public realm wherever possible, designed to include visual interest and provide for activation and passive surveillance.
   b) Development within existing car park areas designed to enhance the amenity and functionality of the activity centre by connecting with existing development and uses; providing pedestrian connections and amenity; and activating frontages of the centre.
   c) Landscaping of high quality, including trees within parking areas, the street verge and open space areas, complemented by low-rise landscaping to create shade and amenity, contribute to the urban tree canopy and contribute positively to neighbourhood character.
   d) A minimum of 10 percent of the site shall be set aside for open space and landscaping, excluding car parking and manoeuvring areas.

e) Development that includes a vehicle drive-thru facility should be designed in a manner that enhances the pedestrian environment of the activity centre.
f) Service and loading areas are screened from street view and residential land use.

(32) Childc Care Premises

1. Exemptions

A Family Day Care Service for seven children or less does not require planning development approval from the City.

2. 2. Criteria

Child care premises are strongly encouraged to locate adjacent to schools, public open space, or other community or recreational uses including non-residential land uses such as appropriate commercial uses.
Within Residential zones, a child care premises is an "A" use which is **not** permitted unless discretion is exercised and after giving special notice in accordance with the requirements under Town Planning Scheme 3 (TPS 3).
Where applications for child care premises are received, the following criteria should be taken into account:

Location and Residential Amenity

1. Child Care Premises are strongly encouraged to locate adjacent to schools, public open space, or other community or recreational uses including non-residential land uses such as appropriate and compatible commercial uses.
2. Sites in close proximity tonear busy intersections or Primary Regional Roads and Other Regional Roads are not preferred due to issues of traffic conflict, noise and possible health implications associated with vehicle emissions.
1.3. Child Care Premises should not be located within 100m of a site containing a 24-hour 'Service Station' or subject to a current Development Approval for a 24-hour 'Service Station', due to the health risk posed by benzene emissions.
2.4. Child Ccare Ppremises should be located adjacent or within close proximity to public transport routes.
3.5. The built form of the development should be consistent with the scale and character of the locality and consistent with the intended future character of the area, and should lend itself to domestic (residential) architecture if located in a residential setting.

~~4.~~6. The proposed materials, colours and finishes should be sympathetic to surrounding development.

~~5.~~7. The layout and design of C~~c~~hild C~~c~~are premises shall include noise attenuation measures to ameliorate the impact of the use on adjoining and surrounding properties (if applicable). Noise-generating activities such as play areas, vehicle access ways, car parking areas and any plant and equipment are to be located away from noise-sensitive land uses, such as residences.

~~6.~~8. T~~In order t~~o maintain the visual amenity of the locality, landscape screening to car parking areas from the street and adjoining premises is required. Existing and proposed major plantings must be detailed on site plans, with proposed landscaping incorporating dense shrubs and trees. Wherever possible, retention of existing mature vegetation will be encouraged by the City (providing on-site safety is not compromised).

~~7.~~9. Child C~~c~~are P~~p~~remises will not be supported within culs-de-sac~~s~~ or on lots with a battle-axe access leg.

3. Site Design and Landscaping

1. The site is to have a regular shape, with a minimum lot area of 1,000m^2 and an effective frontage of 20m to provide the opportunity for design aimed at minimising the impact on surrounding residential properties.

2. Site coverage is required to be a maximum of fifty per cent (50%) to allow for adequate open space, residential character and car parking areas.

3. The first 2~~.~~m from the front boundary of the lot shall be landscaped as a minimum. Secondary street frontages shall have a minimum 1m landscaping strip.

~~4. Landscaping~~

~~5. The first 2m from the front boundary of the lot shall be landscaped as a minimum.~~

~~6. Secondary street frontages shall have a minimum 1m landscaping strip.~~

~~7.~~4. Outdoor Play Areas

1. Outdoor play areas should be located to minimise their impact on the amenity of the adjoining properties whilst taking advantage of solar orientation where possible. Outdoor play areas should be screened from sources of pollution, such as car parking areas and roads, by appropriate fencing and/or dense vegetation.

~~Outdoor play areas should be located so as to minimise their impact on the amenity of the adjoining properties whilst taking advantage of solar orientation where possible. Outdoor play areas should be screened from sources of pollution, such as car parking areas and roads, by appropriate fencing and/or dense vegetation.~~

2. A portion of the outdoor play area is required to be covered with a shade structure for sun protection. The colours and materials of this shade structure should be sympathetic to surrounding development.

~~1.~~3. Where the play area is located within the front setback area, fencing of this area shall be predominantly open. ~~Fencing should not appear solid,~~ To ensure fencing does not adversely affect residential streetscape character ~~ing in particular residential Streetscape~~ or cast shadows over the play area, it should not appear solid. These same requirements also generally apply to secondary street frontages (recognising some sections of screen fencing will be necessary).

~~1.~~5. Parking and Traffic

1. Car parking areas should be purposely located on-site so as to be visible from the street to encourage patrons to park on-site instead of on road verges. Car parking bays that are the least visible or accessible should be allocated for staff use.
2. Car parking areas are required to be landscaped with the objective of providing shade, contributing to tree canopy cover and softening the impact of car parking and the development on the streetscape.
3. On-site parking provision is to be in accordance with the requirements of TPS 3:

   1 bay: 1 employee, PLUS
   1 bay: 10 children

4. Parking for larger vehicles (buses and service vehicles) should be considered in the design and layout of parking areas.
5. Traffic associated with a ~~c~~Child C~~c~~are P~~p~~remises is not to unreasonably reduce the function and safety of the local road network, ~~V~~vehicle access to and from the site must be available in forward gear, achieved through adequate on-site manoeuvring.
6. Pedestrian movement across and/or through parking provided for a C~~c~~hild C~~c~~are P~~p~~remises is to take place on dedicated pedestrian paths (for parent/child safety).

6. Hours of Operation

Days and times of operation shall generally be restricted from Monday to Friday, from 6.00am to 7.00pm and Saturday, from 8.00am to 4.00pm, unless otherwise approved by the City.

7. Signage

All signage associated with the Cchild Ccare Ppremises shall be consistent with the City's Signage Policy, in addition to addressing the following:-

a) be compatible and sympathetic to adjoining development to ensure the amenity of the surrounding area is maintained;
b) not be placed in a location that detrimentally interferes with the visibility of traffic and pedestrians entering and leaving the lot, adjacent property or roadway;
c) not display signs exceeding 1m^2 in aggregate;
d) not include Pylon signs.

8. Bin Storage Areas

Applications for ~~planning~~ development approval must include details of cleaning areas, bin storage and rubbish removal. The following are standard requirements for bin storage areas:-

a) A floor area not less than 3m x 3.5m excluding the area of any access way;
b) Walls constructed of smooth, impervious, solid material at a height of not less than 1.8m;
c) A floor of not less than 76mm thickness, constructed of impervious concrete graded to a 100mm industrial floor waste connected to sewer and charged with a hose cock.
d) Details of rubbish management are also to be provided. This includes rubbish removal days and pick-up times. The day and time of rubbish removal should have regard for the nature of the location, particularly for the purpose of protecting residential amenity.

9. Bushfire Management Plan

~~(a)~~ A Bushfire Management Plan is required to accompany a planning application for lots located within a Bushfire Prone Area in accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas and the associated Guidelines for Planning in Bushfire Prone Areas.

10. ~~3.~~ Information Required on Applications

1. The City requires applications for C~~c~~hild C~~c~~are P~~p~~remises to be submitted with adequate information to enable a detailed assessment of the development to be conducted, including (but not limited to):

   - a description of the proposed activity
   - numbers of adult and non-adult staff to be employed
   - days and hours of operation
   - number and age of children proposed to attend the centre
   - One set of scaled, site, floor and elevation plans of the development illustrating:

     - the entire site and structures thereon, including shade structures
     - the internal layout of the buildings
     - access points, driveways and individual car parking areas

   - a schedule of materials, colours and finishes
   - existing (including regulated) trees and/or proposed landscaping including major plant species
   - intended front and side fencing
   - number, location and size of any proposed signs

2. The City may require noise and traffic impact assessments to be submitted prior to determination of the application, whilst details of waste management (rubbish disposal times) and regular delivery times to a site are also to be provided.

~~1.~~3. Applicants are advised that if existing building are being converted into a Child Care Premises, compliance with the Building Codes of Australia (Fire Regulations) is required.

4. In addition to obtaining Development Approval from the City, applicants are encouraged to discuss their proposal with the relevant government licensing and regulatory agencies. The outcomes of these discussions should be presented to the City as part of any application to facilitate the assessment process.

11. ~~4.~~ Advertising

Pursuant to TPS 3 –all proposals for ~~c~~Child C~~c~~are P~~p~~remises shall be advertised for a period not less than 14 days.

~~5. Other Approvals~~

~~In addition to gaining Planning Approval from the City to develop a child care premises applicants are encouraged to discuss their proposal with the relevant government licensing and regulatory agencies. The outcomes of these discussions should be presented to the City as part of any application in order to facilitate the assessment process.~~

(~~43~~) Health Studios

1. Land Use

~~Under TPS 3 'Health Studio' means land and buildings designed and equipped for physical exercise, recreation and sporting activities including outdoor recreation.~~

'Health Studio' is defined in TPS3 and may ~~Different types of health studios that fall into this definition~~ include (but is~~are~~ not limited to):

- ~~•~~ Gymnasiums for the purpose of individual and group~~-~~based fitness and
- training;
- Boxing and martial arts classes;
- Dance classes;
- Yoga/Pilates/Spin classes;
- Gymnastics; and
- A combination of the above.

2. Location

1. Health ~~s~~Studios are encouraged where there is sufficient vehicle parking, such as in commercial and industrial areas with a readily available supply of parking spaces or a capacity to create additional parking spaces. Where possible, H~~h~~ealth S~~s~~tudios shall be purpose built as opposed to retrofitting other uses such as warehouses.

~~1.~~2. All activities associated with an approved H~~h~~ealth S~~s~~tudio shall be conducted within the approved building and not extend to the parking areas and/or reserves or Council property.

3. Parking

1. Car parking bays shall be located within the lot boundaries of the subject site unless utilising joint use of car parking facilities as outlined under the requirements of TPS 3;

2. Applications for a change of use to Health Studio that result in a parking shortfall on site may be considered at the discretion of the City. Discretion may be exercised with regard to parking shortfalls for a unit in a tenancy with shared parking arrangements whee classes are proposed to operate outside standard business hours.

~~4.~~ Gymnasium Health Studios

3. Car parking for 'gymnasiums' shall be provided at the rate of 1 per 3 machines plus 1 per 20m² of active floor space and 1 car parking bay per staff member;

4. With every ~~planning~~ development application submitted for a 'gymnasium', a detailed floor plan showing number of machines and active floor space in square metres proposed is to be provided ~~in order~~ to calculate the number of car parking bays required.~~;~~

5. Other Health Studios

~~a).~~ Car parking for H~~h~~ealth S~~s~~tudios shall be provided at the rate of 1 car parking bay for every two persons accommodated.

6. Bicycle Parking and End-of-Trip Facilities

1. ~~a)~~ Bicycle parking for all H~~h~~ealth S~~s~~tudios is to be at the rate of 1 per 100m² of active floor space.

~~1.~~2. The provision of End of Trip Facilities must be provided on site and shall be in accordance with LPP 3.8.

~~2. 7. End of Trip Facilities~~

~~a) The provision of End of Trip Facilities must be provided on site and shall be in accordance with LPP 3.8~~

7~~8~~. Other

1. When making application for a change of use to a ~~h~~H~~ealth s~~Studio, proposals ~~that are~~ located in strata titled properties containing a car parking area in common property, require approval from the body corporate/strata manager where the change of use results in a parking shortfall. A letter with a strata body common seal clearly indicating non-objection to the proposed health studio is ~~required with regard to this~~to be provided.

2. Applications for Health Studios shall include a completed 'health Studio Supplementary Information Form' (see attached). Applications for a change

of use to ~~h~~Health ~~s~~Studio will not be considered unless the checklist is completed.

3. Classes on City reserves and public spaces such as beaches, football ovals etc. are exempt from the need to obtain ~~Planning~~ Development Approval. However, prospective applicants wishing to use City reserves and public spaces shall liaise with the City's Recreation Services.

(54) Service Stations and Motor Vehicle Wash Facilities

1. Location

1. Notwithstanding the land use table, proposed new Service Stations will generally not be supported within 100m of sensitive land uses, residential zoned land, or land structure planned for sensitive land uses unless supported by the Department of Health or equivalent government agency.

2. For the purposes of this clause 'sensitive land uses' include the following:

   - Educational Establishment
   - Residential dwelling (single dwelling, grouped dwelling, multiple dwelling)
   - Child care premises
   - Hospital
   - Aged care
   - Residential building
   - Tourist and visitor accommodation

3. For the purposes of this clause the distance is calculated from any part of the site in conjunction with the Service Station development to the closest point of any element of the sensitive land use, and the boundary of a lot containing any form of residential development.

2. Design Guidelines

1. The design and siting of development should consider the siting, setback, design and scale of adjacent development to ensure it does not dominate or detract from the character of the streetscape.

2. Glazing should be designed to maximise passive surveillance opportunities of the street and/or public realm.

~~1.~~3. Blank walls fronting the street and/or the public realm should be minimised where possible, and where blank walls cannot be avoided, their design contribute to a safe and attractive street environment by:

a) Minimising the length and height of blank walls, and
b) 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, and/or landscaping.

~~2.~~4. Opportunities for landscaping on site should be maximised, and should be designed to:

a) soften the appearance of the development;
b) enhance the streetscape, and
c) improve the pedestrian environment.

~~3.~~5. Where opportunities for street trees adjacent to the site are restricted, street trees should be identified as an alternative within the landscaping strip on the site to ensure ~~that~~ the current and future streetscape and pedestrian environment ~~(both current and future)~~ are not negatively impacted by the development.

~~4.~~6. Under the *Government Sewerage Policy 2019*, all motor vehicle wash facilities are expected to be connected to the reticulated sewerage network.

~~5.~~7. Service S~~s~~tation and/or M~~m~~otor V~~v~~ehicle W~~w~~ash ~~facilities~~ proposals should consider the guidance provided within the Department of Water and Environmental Regulation's *Water Quality Protection Note 49: Service Stations*.

3~~2~~. Traffic Management

1. Service S~~s~~tation and/or M~~m~~otor V~~v~~ehicle W~~w~~ash proposals are required to be accompanied with a Traffic Impact Assessment prepared by a suitably qualified traffic consultant, which addresses the following:

a) Number, size, location and appropriateness of access and egress points;
b) Queuing of traffic and the impact on the surrounding road network;
c) Proximity to median breaks;
d) Proximity to traffic lights and speed bumps;
e) Provision of auxiliary lanes;
f) Manoeuvrability within the site demonstrated through a swept path analysis;
g) Impact on existing infrastructure within the road reserve; and
h) Impact on future road widening or other improvements.

2. Service S~~s~~tation and/or M~~m~~otor V~~v~~ehicle W~~w~~ash proposals may be required to be accompanied by a parking management plan prepared by a

suitably qualified consultant where car parking for the site and the surrounding area is considered ~~to be~~ problematic.

3. Any Ssservice Ssstation and/or Mmmotor Vvehicle Wwash proposal located adjacent (or likely to have an impact on a) State Road, is to be referred to Main Roads WA for advice prior to determination.

43. Residential Amenity

1. ~~Service station and/or~~ Mmmotor Vvehicle Wwash proposals abutting residential development shall be designed to minimise impact on adjacent residents and shall address; noise, odour, light, traffic, visual amenity, safety and any other matter that may detract from the amenity of the residential area.

2. Service Ssstation and/or Mmmotor Vvehicle Wwash proposals may require the inclusion of an acoustic assessment or noise management plan prepared by a suitably qualified acoustic consultant, a light management plan prepared by a suitably qualified consultant and/or a site management plan addressing odour control.

~~a. The location of service station and/or motor vehicle wash proposals shall generally be guided by the prescribed buffer distances set out under the Environmental Protection Authority *Separation Distances between Industrial and Sensitive Land Uses (GS 3).*~~

3. Self-service Mmmotor Vvehicle Wwash developments will~~should~~ generally not be supported ~~where proposed~~ on land which abuts residentially zoned land.

4. Service Ssstation and/or Mmmotor Vvehicle Wwash proposals should be accompanied with an operational management plan (or similar) which details the following regarding the proposal:

a) ~~i.~~ Days of operation;
~~a)~~b) ~~ii.~~ Hours of operations;
~~b)~~c) Number of vehicles that can be accommodated on site at any one time;
~~c)~~d) Number of staff members on site at any one time; and
~~d)~~e) Any other information the city considers relevant to be detailed.

4. Service Station and/or Motor Vehicle Wash proposals in Activity Centres

1. Service Ssstation and/or Mmmotor Vvehicle Wwash proposals in activity centres will be deemed to be 'significant development applications' in

accordance with the City's Local Commercial and Activity Centre Strategy due to their potential to have a significant impact on an activity centre's overall performance.

2. Service Sstation and/or Mmotor Vvehicle Wwash proposals in activity centres should demonstrate that the development does not reduce the performance of the activity centre through detrimental impacts on any of the assessment areas (as relevant for the level in the activity centre hierarchy) in accordance with the City's Local Commercial and Activity Centre Strategy.

3. Service Sstation and/or Mmotor Vvehicle Wwash developments proposed to operate 24 hours per day, 7 days per week in the Local Centre Zzone will generally not be supported.

(65) Licensed Premises (Liquor)

1. Application

1. This section applies to all land uses that may require a Liquor Licence, which can include the following:

   - Hotel
   - Liquor Store (Large)
   - Liquor Store (Small)
   - Motel
   - Brewery
   - Night Club
   - Restaurant
   - Small Bar
   - Tavern
   - Recreation (Private)
   - Bed and Breakfast
   - Reception Centre
   - Amusement Parlour
   - Winery

2. Given the potential for licensed premises to increase the availability of liquor in a high-risk manner and contribute to alcohol related harm in the community, the potential public health and wellbeing impact of such uses will be taken into consideration when determining development applications.

   The Local Government, Sport and Cultural Industries (which is responsible racing, gaming and liquor) have expressed the view that the impact of some licensed premises, that serve to increase the availability of liquor in a high

~~risk manner, can contribute to alcohol related harm in the community. Research suggests that alcohol availability has the potential to contribute to harm in the community. The issue of whether there is a public impact should be taken into consideration when determining planning applications for liquor licensed premises.~~

2. Related Documents

1. The policy is to be read in conjunction with the following documents:

   a) ~~City's Town Planning Scheme No 3~~TPS3, in particular the objectives of the zone in which the Liquor License is proposed; and
   b) Operational Policy 2.4 – Planning for School Sites~~.~~ ~~i.~~

2. As school sites (public and private) are 'sensitive uses', the location of licenses premises within *proximity* to school sites is undesirable due to actual and perceived impacts upon health, amenity and safety.

3. Management Plans

1. The City may require an Operational Management Plan to be submitted with a planning application or conditioned on an approval for high profile Liquor Licence uses such as Tavern, Small Bar, Night Club, Liquor Store, Hotel, Brewery and Winery. Specifically, the information required includes:

   a) Operational details of the licensed premises;
   b) Hours of operation;
   c) Proximity to sensitive land uses (eg. Schools, youth centres, health care facilities etc);
   d) Maximum capacity;
   e) Staffing details;
   f) Parking and traffic management;
   g) Complaints procedure;
   h) Control of Noise.

~~1.~~2. The Operational Management Plan does not replace the need for a Public Interest Assessment Report where it may be required by the Department of Local Government, Sport and Cultural Industries.

(~~6~~7) Educational Establishment

1. Scope and Land Use

This section applies to the development of Ee~~e~~ducational Ee~~e~~stablishments (workplace training facilities and non-school based education/tuition programs) within all TPS 3 zones. Workplaces Training Facilities and non-school based education/tuition programs shall be treated as 'Educational Establishments' in accordance with the requirements of TPS 3.

2. Vehicle Access and Parking

1. Due to a greater number of people that utilise cars as part of these facilities compared to other Ee~~e~~ducational Ee~~e~~stablishments and given that the minimum requirements of TPS 3 provide for schools; the car parking provision shall be in accordance the requirements of this policy:

	Car Parking	
	Location A	***Location B***
Staff:	1 bay per 2 staff members	1 bay per staff member
Students:	1 bay per 3 students	1 bay per 2 students

   a) Location A = 800m from a train station measured in a straight line from the pedestrian entry of the train station to any part of the lot or 250m from a high frequency bus route, measured in a straight line from any part of the route to any part of the lot.
   b) Location B = not within the distances outlined in A above.
   c) All parking calculations shall be rounded up to the nearest number on a per unit/tenancy basis.
   d) Minimum of 4 bays per unit/tenancy.

2. Applications for a change of use to a workplace training facility or Ee~~e~~ducational Ee~~e~~stablishments including non-school based education/tuition programs that result in a parking shortfall on site may be considered at the discretion of the City. Discretion may be exercised with regard to parking shortfalls for a unit in a tenancy with shared parking arrangements where classes are proposed to operate outside standard business hours.

3. Bicycle Parking

In addition to the requirements of TPS 3 (1 per 4 students), bicycle parking facilities shall provide weather protection via an awning or similar and shall

consist of rails, stands, locker or any other type of equipment designed for this purpose in accordance with Australian Standard AS2890.3.

(~~8~~6) 'Fast Food Outlets' or 'Restaurants' (with drive-thru facility)

Notwithstanding the land use table, to minimise exposure to unhealthy food options and prioritise the school environs for pedestrians and cyclists, proposed 'Fast food Outlets' or 'Restaurants' with drive-thru facilities will generally not be supported within:

a) The 400m walkable catchment of existing or proposed secondary schools, except within identified 'Neighbourhood', 'District' or 'Secondary' Activity Centres.
b) The 200m walkable catchment of existing or proposed primary schools.
c) The walkable catchment is calculated as a walkable distance from all lot boundaries of the school site and the boundary of any associated shared oval areas, measured along all road reserves, public open space, pedestrian accessways and other walkable reserves to the closest point of any element of the proposed development.
d) Signage and advertising should not be visible from the boundary of existing or proposed primary schools.

(~~9~~7) Restricted Premises

1. Notwithstanding the land use table, proposed new 'Restricted Premises' will generally not be supported within the 200m walkable catchment of existing or proposed primary and secondary schools.
2. Signage, including the name of the Premises shall not include advertising, words or images of a sexual nature.
3. Materials, products and advertising of a sexual nature are not to be displayed within the window display area and shall not be visible from outside the building.
4. A 'Restricted Premises' shall not be permitted unless its external appearance is consistent with the intended future character of the area.

~~3.~~5. The scale of the proposed use, including how operating hours might impact the amenity of surrounding properties will be taken into consideration.

Strategic Link:	Town Planning Scheme No.3
Category:	Planning – Town Planning & Development
Lead Business Unit:	Development Services
Public Consultation: (Yes or No)	Yes

Adoption Date: (Governance Purpose Only)	TBD
Next Review Due: (Governance Purpose Only)	TBD
ECM Doc Set ID: (Governance Purpose Only)	4516039

Policy
Commercial Development

Policy Number
LPP 3.1

Policy Type

Local Planning Policy

Policy Purpose

The City of Cockburn features a range of different commercial zones, ranging from small local centres to significant regional activity centres. The City's Town Planning Scheme No. 3 (TPS 3) allows for a range of commercial land uses within these commercial areas as well as within residential zones to meet the needs of the community, support the local economy, and create vibrant communities.

Accommodating a mix of uses to avoid land use conflict and achieve compatibility is a fundamental objective of the planning framework. The challenge is minimising land use conflicts to reasonably protect sensitive land uses and residential amenity whilst allowing for the viable operation of commercial uses, particularly a range of land uses in larger Activity Centres.

The purpose of this policy is to provide a comprehensive framework for the planning and development of various commercial land uses within the City of Cockburn to balance growth with community health and wellbeing, ensure effective land use planning, and enhance the overall functionality and character of the City.

This policy objectives are:

1. Facilitate Growth and Convenience: Support the development of diverse commercial uses including childcare premises, health studios, service stations, licensed premises, and educational establishments, ensuring they contribute positively to the convenience and economic vibrancy of the City.

2. Protect Amenity and Safety: Ensure that all commercial developments are designed and located to minimise adverse impacts on the amenity of surrounding areas. This includes addressing issues related to public health and wellbeing, noise, light, odour, traffic flows, and pedestrian and cyclist safety; and minimising exposure to benzene emissions from Service Stations.

3. Promote Integration and Compatibility: Ensure that new developments are compatible with the surrounding land uses and activity centres, and do not undermine the ability of these centres to support a mix of land uses and community functions as outlined in the City's strategic plans.

4. Support High-Quality Development: Provide clear guidelines on the siting, design, and operation of commercial premises, including specific requirements for parking, building retrofitting, and public impact considerations, to achieve coordinated and high-quality development outcomes that contribute positively to the streetscape and intended future character.

5. Ensure compatible land uses within proximity to primary and secondary schools to:

   a) Minimise access and exposure to unhealthy food choices to support high quality health and wellbeing outcomes for young people and the community;
   b) Support a safe, high amenity environment that prioritises pedestrians, cyclists and public transport access in the environs surrounding schools; and
   c) Minimise exposure to 'Restricted Premises' which are unsuitable for people under 18 years of age, potentially impacting health and wellbeing.

Policy Statement

(1) Definitions

Active Floor Space Area (AFSA) means, in relation to Health Studios, the area of all floors/levels within the internal finished surfaces of permanent walls of a building, used for physical exercise, recreation and sporting activities, but excludes all areas designated for machines such as pin-loaded equipment and cardio machines, as well as car parking areas, stairs, toilets, cleaners cupboards, lift shafts, motor rooms, escalators, tea rooms, plant rooms, lobbies between lifts facing other lifts serving the same floor, and areas set aside as public space or thoroughfares and not for the exclusive use of occupiers of the floor or building.

Child Care Premise means a place where a child care service as defined in the *Child Care Services Act 2007* section 4 is provided.

Child Care Service means –

(a) any education and care service as defined in the *Education and Care Services National Law (Western Australia)* section 5(1); or
(b) any child care service as defined in the *Child Care Services Act 2007* section 4;

Drive-thru facility means a dedicated vehicle circulation lane(s) forming part of a fast-food outlet or restaurant development, designed to accommodate a queuing lane(s) for vehicles, order and/or payment points and a collection window.

Exercise Machines means pin loaded equipment and cardio machines but does not include equipment such as free weights and stretch areas which are considered active floor space area.

Family Day Care Service – means a type of child care service prescribed as a family day care service for the purposes of the Child Care Services Act 2007

(2) General provisions

1. Where a site adjoins Residential zoned land or residential development the setback requirements to that boundary should be in accordance with the R-code of that adjoining site.

2. Proposals for multiple land uses on one site or tenancy shall designate the area of each use on the plan, and development applications seeking approval for multiple potential land uses on the same areas of one site or within one tenancy will not be supported.

3. Development in all Activity Centres should contribute positively to the following intended future character – *'Activity Centres as attractive, compact and well-connected mixed-use hubs appropriate to their role in the activity centre hierarchy, incorporating high-quality landscaping that enhances tree canopy cover and prioritising safe, legible and convenient pedestrian and cyclist movement within and to the centre.'*

4. Development in Activity Centres should address the following to achieve the intended future character:

    a) Buildings to address the public realm wherever possible, designed to include visual interest and provide for activation and passive surveillance.
    b) Development within existing car park areas designed to enhance the amenity and functionality of the activity centre by connecting with existing development and uses; providing pedestrian connections and amenity; and activating frontages of the centre.
    c) Landscaping of high quality, including trees within parking areas, the street verge and open space areas, complemented by low-rise landscaping to create shade and amenity, contribute to the urban tree canopy and contribute positively to neighbourhood character.
    d) A minimum of 10 percent of the site shall be set aside for open space and landscaping, excluding car parking and manoeuvring areas.
    e) Development that includes a vehicle drive-thru facility should be designed in a manner that enhances the pedestrian environment of the activity centre.
    f) Service and loading areas are screened from street view and residential land use.

(3) Child Care Premises

1. Exemptions

A Family Day Care Service for seven children or less does not require development approval from the City.

2. Location and Residential Amenity

1. Child Care Premises are strongly encouraged to locate adjacent to schools, public open space, or other community or recreational uses including non-residential land uses such as appropriate and compatible commercial uses.
2. Sites near busy intersections or Primary Regional Roads and Other Regional Roads are not preferred due to issues of traffic conflict, noise and possible health implications associated with vehicle emissions.
3. Child Care Premises should not be located within 100m of a site containing a 24-hour 'Service Station' or subject to a current Development Approval for a 24-hour 'Service Station', due to the health risk posed by benzene emissions.
4. Child Care Premises should be located adjacent or within close proximity to public transport routes.
5. The built form of the development should be consistent with the scale and character of the locality and consistent with the intended future character of the area, and should lend itself to domestic (residential) architecture if located in a residential setting.
6. The proposed materials, colours and finishes should be sympathetic to surrounding development.
7. The layout and design of Child Care premises shall include noise attenuation measures to ameliorate the impact of the use on adjoining and surrounding properties (if applicable). Noise-generating activities such as play areas, vehicle access ways, car parking areas and any plant and equipment are to be located away from noise-sensitive land uses, such as residences.
8. To maintain the visual amenity of the locality, landscape screening to car parking areas from the street and adjoining premises is required. Existing and proposed major plantings must be detailed on site plans, with proposed landscaping incorporating dense shrubs and trees. Wherever possible, retention of existing mature vegetation will be encouraged by the City (providing on-site safety is not compromised).
9. Child Care Premises will not be supported within culs-de-sac or on lots with a battle-axe access leg.

3. Site Design and Landscaping

1. The site is to have a regular shape, with a minimum lot area of 1,000m^2 and an effective frontage of 20m to provide the opportunity for design aimed at minimising the impact on surrounding residential properties.
2. Site coverage is required to be a maximum of fifty per cent (50%) to allow for adequate open space, residential character and car parking areas.
3. The first 2m from the front boundary of the lot shall be landscaped as a minimum. Secondary street frontages shall have a minimum 1m landscaping strip.

4. Outdoor Play Areas

1. Outdoor play areas should be located to minimise their impact on the amenity of the adjoining properties whilst taking advantage of solar orientation where possible. Outdoor play areas should be screened from sources of pollution, such as car parking areas and roads, by appropriate fencing and/or dense vegetation.
2. A portion of the outdoor play area is required to be covered with a shade structure for sun protection. The colours and materials of this shade structure should be sympathetic to surrounding development.
3. Where the play area is located within the front setback area, fencing of this area shall be predominantly open. To ensure fencing does not adversely affect residential streetscape character or cast shadows over the play area, it should not appear solid. These same requirements also generally apply to secondary street frontages (recognising some sections of screen fencing will be necessary).

5. Parking and Traffic

1. Car parking areas should be purposely located on-site so as to be visible from the street to encourage patrons to park on-site instead of on road verges. Car parking bays that are the least visible or accessible should be allocated for staff use.
2. Car parking areas are required to be landscaped with the objective of providing shade, contributing to tree canopy cover and softening the impact of car parking and the development on the streetscape.
3. On-site parking provision is to be in accordance with the requirements of TPS 3:

1 bay: 1 employee, PLUS
1 bay: 10 children

4. Parking for larger vehicles (buses and service vehicles) should be considered in the design and layout of parking areas.
5. Traffic associated with a Child Care Premises is not to unreasonably reduce the function and safety of the local road network, vehicle access to and from the site must be available in forward gear, achieved through adequate on-site manoeuvring.
6. Pedestrian movement across and/or through parking provided for a Child Care Premises is to take place on dedicated pedestrian paths (for parent/child safety).

6. Hours of Operation

Days and times of operation shall generally be restricted from Monday to Friday, from 6.00am to 7.00pm and Saturday, from 8.00am to 4.00pm, unless otherwise approved by the City.

7. Signage

All signage associated with the Child Care Premises shall be consistent with the City's Signage Policy, in addition to addressing the following:

a) be compatible and sympathetic to adjoining development to ensure the amenity of the surrounding area is maintained;
b) not be placed in a location that detrimentally interferes with the visibility of traffic and pedestrians entering and leaving the lot, adjacent property or roadway;
c) not display signs exceeding $1m^2$ in aggregate;
d) not include Pylon signs.

8. Bin Storage Areas

Applications for development approval must include details of cleaning areas, bin storage and rubbish removal. The following are standard requirements for bin storage areas:

a) A floor area not less than 3m x 3.5m excluding the area of any access way;
b) Walls constructed of smooth, impervious, solid material at a height of not less than 1.8m;
c) A floor of not less than 76mm thickness, constructed of impervious concrete graded to a 100mm industrial floor waste connected to sewer and charged with a hose cock.

d) Details of rubbish management are also to be provided. This includes rubbish removal days and pick-up times. The day and time of rubbish removal should have regard for the nature of the location, particularly for the purpose of protecting residential amenity.

9. Bushfire Management Plan

A Bushfire Management Plan is required to accompany a planning application for lots located within a Bushfire Prone Area in accordance with State Planning Policy 3.7 – Planning in Bushfire Prone Areas and the associated Guidelines for Planning in Bushfire Prone Areas.

10. Information Required on Applications

1. The City requires applications for Child Care Premises to be submitted with adequate information to enable a detailed assessment of the development to be conducted, including (but not limited to):

    - a description of the proposed activity
    - numbers of adult and non-adult staff to be employed
    - days and hours of operation
    - number and age of children proposed to attend the centre
    - One set of scaled, site, floor and elevation plans of the development illustrating:

        - the entire site and structures thereon, including shade structures
        - the internal layout of the buildings
        - access points, driveways and individual car parking areas

    - a schedule of materials, colours and finishes
    - existing (including regulated) trees and/or proposed landscaping including major plant species
    - intended front and side fencing
    - number, location and size of any proposed signs

2. The City may require noise and traffic impact assessments to be submitted prior to determination of the application, whilst details of waste management (rubbish disposal times) and regular delivery times to a site are also to be provided.

3. Applicants are advised that if existing building are being converted into a Child Care Premises, compliance with the Building Codes of Australia (Fire Regulations) is required.

4. In addition to obtaining Development Approval from the City, applicants are encouraged to discuss their proposal with the relevant government licensing and regulatory agencies. The outcomes of these discussions should be presented to the City as part of any application to facilitate the assessment process.

11. Advertising

Pursuant to TPS 3 all proposals for Child Care Premises shall be advertised for a period not less than 14 days.

(4) Health Studios

1. Land Use

'Health Studio' is defined in TPS3 and may include (but is not limited to):

- Gymnasiums for the purpose of individual and group-based fitness and training;
- Boxing and martial arts classes;
- Dance classes;
- Yoga/Pilates/Spin classes;
- Gymnastics; and
- A combination of the above.

2. Location

1. Health Studios are encouraged where there is sufficient vehicle parking, such as in commercial and industrial areas with a readily available supply of parking spaces or a capacity to create additional parking spaces. Where possible, Health Studios shall be purpose built as opposed to retrofitting other uses such as warehouses.

2. All activities associated with an approved Health Studio shall be conducted within the approved building and not extend to the parking areas and/or reserves or Council property.

3. Parking

1. Car parking bays shall be located within the lot boundaries of the subject site unless utilising joint use of car parking facilities as outlined under the requirements of TPS 3;

2. Applications for a change of use to Health Studio that result in a parking shortfall on site may be considered at the discretion of the City. Discretion

may be exercised with regard to parking shortfalls for a unit in a tenancy with shared parking arrangements whee classes are proposed to operate outside standard business hours.

3. Gymnasium Health Studios Car parking for 'gymnasiums' shall be provided at the rate of 1 per 3 machines plus 1 per 20m² of active floor space and 1 car parking bay per staff member;

4. With every development application submitted for a 'gymnasium', a detailed floor plan showing number of machines and active floor space in square metres proposed is to be provided to calculate the number of car parking bays required.

5. Other Health Studios

Car parking for Health Studios shall be provided at the rate of 1 car parking bay for every two persons accommodated.

6. Bicycle Parking and End-of-Trip Facilities

1. Bicycle parking for all Health Studios is to be at the rate of 1 per 100m² of active floor space.

2. The provision of End of Trip Facilities must be provided on site and shall be in accordance with LPP 3.8.

7. Other

1. When making application for a change of use to a Health Studio, proposals located in strata titled properties containing a car parking area in common property, require approval from the body corporate/strata manager where the change of use results in a parking shortfall. A letter with a strata body common seal clearly indicating non-objection to the proposed health studio is to be provided.

2. Applications for Health Studios shall include a completed 'health Studio Supplementary Information Form' (see attached). Applications for a change of use to Health Studio will not be considered unless the checklist is completed.

3. Classes on City reserves and public spaces such as beaches, football ovals etc. are exempt from the need to obtain Development Approval. However, prospective applicants wishing to use City reserves and public spaces shall liaise with the City's Recreation Services.

(5) Service Stations and Motor Vehicle Wash Facilities

1. Location

1. Notwithstanding the land use table, proposed new Service Stations will generally not be supported within 100m of sensitive land uses, residential zoned land, or land structure planned for sensitive land uses unless supported by the Department of Health or equivalent government agency.

2. For the purposes of this clause 'sensitive land uses' include the following:

   - Educational Establishment
   - Residential dwelling (single dwelling, grouped dwelling, multiple dwelling)
   - Child care premises
   - Hospital
   - Aged care
   - Residential building
   - Tourist and visitor accommodation

3. For the purposes of this clause the distance is calculated from any part of the site in conjunction with the Service Station development to the closest point of any element of the sensitive land use, and the boundary of a lot containing any form of residential development.

2. Design Guidelines

1. The design and siting of development should consider the siting, setback, design and scale of adjacent development to ensure it does not dominate or detract from the character of the streetscape.

2. Glazing should be designed to maximise passive surveillance opportunities of the street and/or public realm.

3. Blank walls fronting the street and/or the public realm should be minimised where possible, and where blank walls cannot be avoided, their design contribute to a safe and attractive street environment by:

   a) Minimising the length and height of blank walls, and
   b) 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, and/or landscaping.

4. Opportunities for landscaping on site should be maximised, and should be designed to:

   a) soften the appearance of the development;
   b) enhance the streetscape, and
   c) improve the pedestrian environment.

5. Where opportunities for street trees adjacent to the site are restricted, street trees should be identified as an alternative within the landscaping strip on the site to ensure the current and future streetscape and pedestrian environment are not negatively impacted by the development.

6. Under the *Government Sewerage Policy 2019*, all motor vehicle wash facilities are expected to be connected to the reticulated sewerage network.

7. Service Station and/or Motor Vehicle Wash proposals should consider the guidance provided within the Department of Water and Environmental Regulation's *Water Quality Protection Note 49: Service Stations*.

3. Traffic Management

1. Service Station and/or Motor Vehicle Wash proposals are required to be accompanied with a Traffic Impact Assessment prepared by a suitably qualified traffic consultant, which addresses the following:

   a) Number, size, location and appropriateness of access and egress points;
   b) Queuing of traffic and the impact on the surrounding road network;
   c) Proximity to median breaks;
   d) Proximity to traffic lights and speed bumps;
   e) Provision of auxiliary lanes;
   f) Manoeuvrability within the site demonstrated through a swept path analysis;
   g) Impact on existing infrastructure within the road reserve; and
   h) Impact on future road widening or other improvements.

2. Service Station and/or Motor Vehicle Wash proposals may be required to be accompanied by a parking management plan prepared by a suitably qualified consultant where car parking for the site and the surrounding area is considered problematic.

3. Any Service Station and/or Motor Vehicle Wash proposal located adjacent (or likely to have an impact on a) State Road, is to be referred to Main Roads WA for advice prior to determination.

4. Residential Amenity

1. Motor Vehicle Wash proposals abutting residential development shall be designed to minimise impact on adjacent residents and shall address; noise, odour, light, traffic, visual amenity, safety and any other matter that may detract from the amenity of the residential area.

2. Service Station and/or Motor Vehicle Wash proposals may require the inclusion of an acoustic assessment or noise management plan prepared by a suitably qualified acoustic consultant, a light management plan prepared by a suitably qualified consultant and/or a site management plan addressing odour control.

3. Self-service Motor Vehicle Wash developments will generally not be supported on land which abuts residentially zoned land.

4. Service Station and/or Motor Vehicle Wash proposals should be accompanied with an operational management plan (or similar) which details the following regarding the proposal:

    a) Days of operation;
    b) Hours of operations;
    c) Number of vehicles that can be accommodated on site at any one time;
    d) Number of staff members on site at any one time; and
    e) Any other information the city considers relevant to be detailed.

4. Service Station and/or Motor Vehicle Wash proposals in Activity Centres

1. Service Station and/or Motor Vehicle Wash proposals in activity centres will be deemed to be ‘significant development applications’ in accordance with the City’s Local Commercial and Activity Centre Strategy due to their potential to have a significant impact on an activity centre’s overall performance.

2. Service Station and/or Motor Vehicle Wash proposals in activity centres should demonstrate the development does not reduce the performance of the activity centre through detrimental impacts on any of the assessment areas (as relevant for the level in the activity centre hierarchy) in accordance with the City’s Local Commercial and Activity Centre Strategy.

3. Service Station and/or Motor Vehicle Wash developments proposed to operate 24 hours per day, 7 days per week in the Local Centre zone will generally not be supported.

(6) Licensed Premises (Liquor)

1. Application

1. This section applies to all land uses that may require a Liquor Licence, which can include the following:

    - Hotel
    - Liquor Store (Large)
    - Liquor Store (Small)
    - Motel
    - Brewery
    - Night Club
    - Restaurant
    - Small Bar
    - Tavern
    - Recreation (Private)
    - Bed and Breakfast
    - Reception Centre
    - Amusement Parlour
    - Winery

2. Given the potential for licensed premises to increase the availability of liquor in a high-risk manner and contribute to alcohol related harm in the community, the potential public health and wellbeing impact of such uses will be taken into consideration when determining development applications.

2. Related Documents

1. The policy is to be read in conjunction with the following documents:

    a) TPS3, in particular the objectives of the zone in which the Liquor License is proposed; and
    b) Operational Policy 2.4 – Planning for School Sites.

2. As school sites (public and private) are ‘sensitive uses’, the location of licenses premises within *proximity* to school sites is undesirable due to actual and perceived impacts upon health, amenity and safety.

3. Management Plans

1. The City may require an Operational Management Plan to be submitted with a planning application or conditioned on an approval for high profile Liquor Licence uses such as Tavern, Small Bar, Night Club, Liquor Store, Hotel, Brewery and Winery. Specifically, the information required includes:

    a) Operational details of the licensed premises;
    b) Hours of operation;
    c) Proximity to sensitive land uses (eg. Schools, youth centres, health care facilities etc);
    d) Maximum capacity;
    e) Staffing details;
    f) Parking and traffic management;
    g) Complaints procedure;
    h) Control of Noise.

2. The Operational Management Plan does not replace the need for a Public Interest Assessment Report where it may be required by the Department of Local Government, Sport and Cultural Industries.

(7) Educational Establishment

1. Scope and Land Use

This section applies to the development of Educational Establishments (workplace training facilities and non-school based education/tuition programs) within all TPS 3 zones. Workplaces Training Facilities and non-school based education/tuition programs shall be treated as 'Educational Establishments' in accordance with the requirements of TPS 3.

2. Vehicle Access and Parking

1. Due to a greater number of people that utilise cars as part of these facilities compared to other Educational Establishments and given that the minimum requirements of TPS 3 provide for schools; the car parking provision shall be in accordance the requirements of this policy:

	Car Parking	
	Location A	***Location B***
Staff:	1 bay per 2 staff members	1 bay per staff member
Students:	1 bay per 3 students	1 bay per 2 students

a) Location A = 800m from a train station measured in a straight line from the pedestrian entry of the train station to any part of the lot or 250m from a high frequency bus route, measured in a straight line from any part of the route to any part of the lot.
b) Location B = not within the distances outlined in A above.
c) All parking calculations shall be rounded up to the nearest number on a per unit/tenancy basis.
d) Minimum of 4 bays per unit/tenancy.

2. Applications for a change of use to a workplace training facility or Educational Establishments including non-school based education/tuition programs that result in a parking shortfall on site may be considered at the discretion of the City. Discretion may be exercised with regard to parking shortfalls for a unit in a tenancy with shared parking arrangements where classes are proposed to operate outside standard business hours.

3. Bicycle Parking

In addition to the requirements of TPS 3 (1 per 4 students), bicycle parking facilities shall provide weather protection via an awning or similar and shall consist of rails, stands, locker or any other type of equipment designed for this purpose in accordance with Australian Standard AS2890.3.

(8) 'Fast Food Outlets' or 'Restaurants' (with drive-thru facility)

Notwithstanding the land use table, to minimise exposure to unhealthy food options and prioritise the school environs for pedestrians and cyclists, proposed 'Fast food Outlets' or 'Restaurants' with drive-thru facilities will generally not be supported within:

a) The 400m walkable catchment of existing or proposed secondary schools, except within identified 'Neighbourhood', 'District' or 'Secondary' Activity Centres.
b) The 200m walkable catchment of existing or proposed primary schools.
c) The walkable catchment is calculated as a walkable distance from all lot boundaries of the school site and the boundary of any associated shared oval areas, measured along all road reserves, public open space, pedestrian accessways and other walkable reserves to the closest point of any element of the proposed development.
d) Signage and advertising should not be visible from the boundary of existing or proposed primary schools.

(9) Restricted Premises

1. Notwithstanding the land use table, proposed new 'Restricted Premises' will generally not be supported within the 200m walkable catchment of existing or proposed primary and secondary schools.
2. Signage, including the name of the Premises shall not include advertising, words or images of a sexual nature.
3. Materials, products and advertising of a sexual nature are not to be displayed within the window display area and shall not be visible from outside the building.
4. A 'Restricted Premises' shall not be permitted unless its external appearance is consistent with the intended future character of the area.
5. The scale of the proposed use, including how operating hours might impact the amenity of surrounding properties will be taken into consideration.

Strategic Link:	Town Planning Scheme No.3
Category:	Planning – Town Planning & Development
Lead Business Unit:	Development Services
Public Consultation: (Yes or No)	Yes
Adoption Date: (Governance Purpose Only)	TBD
Next Review Due: (Governance Purpose Only)	TBD
ECM Doc Set ID: (Governance Purpose Only)	4516039

15.1.4 (2026/MINUTE NO 0182) Final Adoption: Draft Local Planning Policy 5.25 - Fencing

Responsible Executive	Director Sustainable Development and Safety
Author(s)	Service Lead Statutory Planning
Attachments	1. Community Consultation Outcomes ⇩ 2. Local Planning Policy 5.25 - Fencing - tracked changes ⇩ 3. Local Planning Policy 5.25 - Fencing ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) NOTES the submissions received during the community consultation period;

(2) ADOPTS Local Planning Policy 5.25 – Fencing, as amended in Attachment 3;

(3) PUBLISHES the Local Planning Policy in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015; and

(4) NOTIFIES all those who made a submission of Council's decision

CARRIED 8/0

Background

At the September Ordinary Council Meeting, Council resolved to adopt the draft Local Planning Policy 5.25 – Fencing, for the purposes of community consultation.

The advertising period has now concluded with several submissions having been received from the community. Following this period, Council must now determine whether to proceed with the draft policy.

The City currently assesses fencing proposals against the deemed-to comply provisions of the *Residential Design Codes, Fencing Local Law* and objectives of the relevant zone pursuant to *Town Planning Scheme No. 3.* While these provisions provide a statutory framework for assessment, they do not establish detailed local guidance regarding the design, appearance and location of fencing across the City's diverse residential neighbourhoods.

Council's recent consideration of a front fencing application in the Rural Zone highlighted the challenges associated with assessing proposals where limited local policy guidance exists. During its deliberations, Council encountered the challenge of balancing resident expectations for privacy and security with the City's objectives for attractive streetscapes, passive surveillance and neighbourhood character.

The preparation of *Draft Local Planning Policy 5.25 - Fencing* (draft policy) establishes transparent and consistent assessment criteria for fencing proposals in order to provide greater certainty for residents, applicants and decision-makers.

Submission

Following the community consultation, one amendment has been made to the draft policy which is reflected in Attachment 2 along with tracked changes. The amendment seeks to further clarify that proposals that are consistent with the deemed-to-comply provisions of the R-Codes are exempt from development approval.

Further details of the community consultation and the rationale for the change can be seen in Attachment 1.

Report

The draft Local Planning Policy - Fencing has been prepared to provide guidance on the design and assessment of fencing throughout the City.

The draft policy does not apply to industrial or commercial land, given fencing for these areas do not impact residential amenity and can be considered as part of a comprehensive assessment of an industrial or commercial application.

The objectives of the draft policy are to:

- Provide clear guidance to applicants so they can confidently proceed with fencing development and obtain consistent advice from the City
- Provide clear guidance on the assessment of fencing proposals so the City and Council can ensure consistent decision-making
- Ensure street fencing is consistent with the character of an area
- Balance passive surveillance with privacy and noise considerations through appropriate fencing selections.

Provisions relating to ‘Uniform Fencing’ within existing *Local Planning Policy 5.1 - Development of the Public Realm* are proposed to be relocated to the *Draft Local Planning Policy - Fencing* to consolidate fencing development into one policy (Attachment 2).

Relocation of existing provisions from one local planning policy to another constitutes a ‘minor amendment’ which does not need advertising, pursuant to Schedule 2 Clause 5 (2) of the *Planning and Development (Local Planning Schemes) Regulations 2015.*

The draft policy provides circumstances where a development approval would not be required. Further, clear guidance is provided on the governance framework and legislation, to help remove any confusion on the differences between the City’s *Fencing Local Law* and the requirements of the *Town Planning Scheme No. 3.*

The draft policy contains imagery which is intended to define fencing types and improve clarity for assessors and applicants.

Strategic Plans/Policy Implications

Our Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Strengthen unique, liveable and adaptive places.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

In accordance with the *Planning and Development (Local Planning Schemes) Regulations 2015*, new local planning policies must be advertised for a period of 21 days. After the consultation period, the local government must:

(1) Review the proposed policy considering any submissions made; and

(2) Resolve to:
   a. Proceed with the policy without modification; or
   b. Proceed with the policy with modification; or
   c. Not proceed with the policy

Advertising has now concluded, and a summary of the Community Consultation and the submissions received can be found in attachment 1.

Risk Management Implications

Should Council not proceed with adoption, the City will be left will be reliant on the Fencing Local Laws and the objectives of the relevant zone pursuant to Town Planning Scheme No. 3 to provide guidance on the assessment of fencing proposals.

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 20 October 2026 Governance Committee.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Schedule of Submissions

Draft Local Planning Policy 5.25 Fencing

Advertised: September 2026



Document Set ID: 12881118
Version: 6, Version Date: 02/10/2026

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Acknowledgement of Country

Cockburn Nyungar moort Beeliar boodja-k kaadadjiny. Koora, yeyi, benang baalap nidja boodja-k kaaradjiny.

Ngalak kaditj boodjar kep wer kaadidjiny kalyakool yoodaniny, wer koora wer yeyi ngalak Birdiya koota-djinanginy.

The City of Cockburn acknowledges the Nyungar people of Beeliar Boodjar. Long ago, now and in the future they care for Country.

We acknowledge a continuing connection to Land, Waters and Culture and pay our respects to Elders, past and present.

Document Set ID: 12881118
Version: 6, Version Date: 02/10/2026

Background

The City of Cockburn has prepared draft Local Planning Policy 5.25 – Fencing to provide clear and consistent guidance for residential fencing across the City. While fencing is currently regulated through existing planning and local laws, there is limited direction on fencing design, appearance, and location in different neighbourhoods. The draft policy aims to balance residents' privacy and security needs with attractive streetscapes, passive surveillance, and neighbourhood character, while providing greater certainty and consistency for residents, applicants, Council, and decision-makers.

Draft Local Planning Policy 5.25 - Fencing provides guidance on the design, appearance, and assessment of residential fencing within the City of Cockburn. The policy applies to street fences, boundary fences, and uniform fencing associated with residential development. It does not apply to dividing fences between neighbours, which are regulated separately under the City's Fencing Local Law and the Dividing Fences Act 1961.The policy seeks to provide clear guidance for residents and applicants proposing fencing, support consistent decision-making by City officers and Council, ensure fencing complements the character of different neighbourhoods and zones, and balance privacy, security, and noise attenuation with passive surveillance and streetscape outcomes.

To satisfy statutory requirements within the Planning and Development (Local Planning Schemes) Regulations 2015, the City invited submissions on the draft Local Planning Policy during a 21-day advertising period. Community members and other stakeholders were provided with an opportunity to review the draft and make a formal submission.

This document summarises the advertising process undertaken by the City and the submissions received during the advertising period. It also includes a schedule of submissions received and, where applicable, officer comments in response to matters raised.

Process

Between 9 September 2026 and 30 September 2026, the City invited submissions on the draft Local Planning Policy 5.25 – Fencing.

Submissions could be provided through the following methods:

- Online submission form via Comment on Cockburn
- Written submissions by email
- Written submissions by mail.

To raise awareness of the draft policy and satisfy statutory advertising requirements, the City undertook the following communication activities:

- Project information page on the City's Comment on Cockburn platform
- E-newsletter to all Comment on Cockburn 11,413 e-newsletter subscribers.

The Comment on Cockburn project page provided:

- An overview of the draft policy
- A downloadable copy of the draft policy
- Frequently asked questions
- Key dates
- A project timeline
- Access to the online submission form.

The project page was provided as an information resource to support the statutory advertising process. No workshop, drop-in session or broader community engagement activities were undertaken.

During the advertising period:

- The Comment on Cockburn project page received 287 visits
- 3 online submissions were received
- 4 written submissions were received by email or post
- 0 people elected to follow the project page for updates.

All submissions received during the advertising period have been included in this report and considered as part of the assessment process.

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Submission Summary and Key Themes

Submission Summary

During the advertising period, the City received **10 submissions** regarding the draft policy.

Position	Number
Support	9
Oppose	0
No opinion	0
Unsure	1
Total	**10**

Key Themes

Community feedback was generally supportive of the draft policy's intent to improve the consistency, transparency and effectiveness of public advertising for development applications. The most common themes raised related to ensuring that notification is proportionate to the potential impacts of a proposal, improving transparency around the exercise of the City's discretion, and providing affected residents with access to sufficient information to make informed submissions.

A number of submissions sought broader notification requirements where development impacts may extend beyond adjoining properties, particularly in relation to traffic, parking, noise, visual amenity and overlooking. Submitters also raised the need for additional consultation where proposals are amended after advertising, clearer guidance regarding neighbour consent and notification waivers, and greater availability of plans and supporting information during consultation periods. Some submissions advocated for increased monitoring, reporting and review of notification practices to strengthen accountability and community confidence in the planning process.

Several respondents also emphasised the importance of enhanced consultation for larger or more complex development applications, recognising their potential impacts on neighbourhood amenity, urban character, environmental outcomes and community expectations. While a small number of submissions expressed broader concerns regarding previous experiences with planning processes, these comments were generally outside the scope of the proposed policy.

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Schedule of Submissions

Introduction

Submissions are presented as received and may contain spelling, grammatical or formatting errors.

Where submitters elected to anonymise their submission, personal details have been removed and replaced with the submitter's relationship to the area and suburb.

Online submissions

#	Date received	Name	Position	Submission	Officer Comment
1.	09/9/2026	Confidential (Munster)	Support with Modification	Overall, I think this is a good idea, I only have one small comment below. It is unclear why the requirements for Rural Living and Rural/Resource areas differ. I would prefer both classifications to align with the clear Rural/Resource provisions, which promote a consistent and visually cohesive streetscape. By contrast, the current Rural Living specifications may result in mismatched development and an inconsistent streetscape.	Noted. The Rural Living zone is a distinctly different zone from the Rural and Resource zones and can be more accurately described as a special residential zone. The current streetscape of the Rural Living zone is not as open and visually permeable as the other zones. The provisions in the draft policy reflect the current streetscape of the Rural Living zone.
2.	10/9/2026	Confidential (Aubin Grove)	Unclear	1. Exactly which front fences can residents build without Development Approval? The policy talks about exemptions, but the answer isn't particularly obvious for the average homeowner. Why isn't a compliant front fence given a clear exemption? For example, if someone wants a conventional brick-and-slatted fence that complies with the R-Codes, can they simply build it, or must they lodge an application? 2. What happens when the policy conflicts with an existing estate/developer fence requirement? Uniform fencing is particularly restrictive — modifications to existing uniform fencing require approval. Is this actually reducing red tape? That's probably the biggest question. The stated objective is to give applicants clear guidance, but there are still quite a few situations where residents need Council involvement.	1. R-Code compliant fences do not require development approval under clause 61 of the Planning and Development (Local Planning Scheme) Regulations 2015. This is listed as exempt development at clause (1) of the draft policy. However, an additional subpoint has been added to clarify that R-Code complaint fences are indeed exempt. 2. This policy will not apply retroactively.

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3.	16/6/2026	Confidential (South Lake)	Support	Regulate revolting fencing - like hanging tyre covers on them.	Noted. The intent of the policy is to provide standardized requirements for fencing. Hanging tyre covers over fences would not be considered development for the purposes of the Act and therefore would be out of the control of a Local Government.

Email and postal submissions

#	Date received	Name	Position	Submission	Officer Comment
1.	22/9/2026	Chris Pelajic	Support with modification	I support the City of Cockburn developing clearer and more consistent guidance for residential fencing. However, I would like to suggest that the draft policy provide greater flexibility for properties that directly interface with high-volume traffic routes, particularly where fencing is required to address a combination of traffic noise, privacy and security. My property at Lot 92, 10 Sherbrooke Gardens, Bibra Lake, is located within the St Paul's Estate and directly interfaces with the Phoenix Road corridor and an adjoining public pedestrian footpath. Phoenix Road carries significant traffic, including heavy vehicles. The resulting traffic noise is particularly noticeable during the early morning and includes low-frequency noise and vibration. On occasions, heavy vehicles generate sufficient vibration for the windows of our house to visibly vibrate. The traffic noise is also regularly disturbing sleep within our household. There is also a significant privacy and security issue. The public footpath immediately behind the rear boundary provides pedestrians with direct sightlines into our backyard and towards bedroom areas of the house. The existing boundary consists substantially of a masonry wall, but its height varies, with the lowest section being approximately 1.4 metres high. The property also has a significant level difference, with part of the rear yard approximately one metre below the level of the house. In circumstances such as these, a conventional residential fence-height approach may not provide an appropriate	Noted. Clause 3 of the draft policy aims to provide that level of flexibility and discretion where matters such as traffic, noise, privacy and swimming pools need to be considered. The Development Application process acts as the mechanism to exercise discretion.

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				outcome. A higher, appropriately designed acoustic barrier could potentially provide substantially improved noise attenuation, privacy and security while still being designed to complement the existing streetscape. I therefore suggest that the final policy specifically recognise circumstances where a higher boundary fence or acoustic barrier may be appropriate where: • a residential property directly interfaces with a high-volume or freight traffic route; • significant traffic noise or low-frequency vibration can be demonstrated; • a public footpath or other public area creates significant privacy or security impacts; • the existing boundary treatment is insufficient to address these impacts; and • the proposed fencing is appropriately designed, including consideration of acoustic performance, structural requirements, visual appearance and passive surveillance. I believe the policy should provide a clear pathway for site-specific assessment and approval of fencing that exceeds conventional residential heights where there is a demonstrated need for noise attenuation, privacy or security. I am not suggesting that higher fencing should automatically be permitted in these circumstances. Rather, I believe the policy should provide an appropriate mechanism for residents to demonstrate the need for increased height through site-specific evidence, including acoustic or engineering assessment where appropriate. This would provide a balanced approach that protects neighbourhood character while recognising that some residential properties have substantially greater exposure to transport noise, public access and privacy impacts than a typical residential lot. I respectfully ask that the City consider incorporating such flexibility into the final Local Planning Policy 5.25.	
2.	21/9/2026	Confidential	Support	As a land owner of rural area.	Noted. This is broadly reflected in the draft policy.

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				Rural fencing in my opinion should be restricted to open style fencing particularly in the front. Animals need to move freely and the area needs to remain open and transparent	
3.	10/9/2026	Confidential	Support	Anything that makes the procedure easier and cheaper is a plus, with the smaller blocks the council is making much more compared to block sizes 20 years ago.	Noted
4.	29/9/2026	Confidential (Banjup)	Support	I support the City's objective of protecting the rural character and environmental values of Resource zoned land. However, I am concerned that the draft policy contains a number of loopholes that may allow outcomes which are inconsistent with those objectives. The policy appears to focus primarily on fencing visible from the primary street frontage, despite the fact that impacts on rural character, visual openness, wildlife movement and landscape connectivity occur on all sides of a property, not just along the road frontage. One of my main concerns is the exclusion of dividing fences from the policy. While a property owner may be required to provide open-style fencing along the street frontage, they can still install extensive lengths of high solid fencing along side and rear boundaries. In Banjup, there are already examples of solid fencing of 2.1 metres high that are completely out of character with the open rural-residential landscape. These types of fences create a suburban appearance rather than the open and spacious environment the Resource Zone is intended to protect. I am also concerned that the policy does not apply the same standards to all street frontages. The effect on landscape character, visual amenity and wildlife movement is no different whether a fence faces a primary road or a secondary road. All road frontages within the Resource Zone should be subject to the same standards and expectations. The policy should also include a clear maximum fence height of 1.5 metres for Resource-zoned land. The draft policy currently allows for significantly higher fencing outcomes through exemptions and discretionary assessment pathways. Fencing higher than 1.5 metres is inconsistent with the open rural-residential character of Banjup and creates unnecessary visual bulk. A 1.5 metre limit would provide a clear and consistent standard while still allowing landowners	The submission raises a number of concerns regarding the protection of rural character, visual openness and environmental values within the Resource Zone. These matters have been carefully considered in the drafting of the policy. The policy has been intentionally prepared to provide a degree of discretion rather than a blanket prohibition, recognising that Resource-zoned properties vary significantly in size, topography, land use and operational requirements. A performance-based approach allows the City to assess fencing proposals on their individual merits while still having regard to the policy objectives of maintaining rural character and landscape amenity. In relation to dividing fences, these are generally regulated under separate legislative frameworks and have not been included within the scope of the policy. The policy focuses on fencing that has the greatest influence on the public realm and the visual character of the locality, particularly fencing visible from roads and other public spaces. The policy applies requirements to street fencing and seeks to ensure that fencing visible from the public domain contributes positively to rural character. While primary and secondary street frontages may have similar visual impacts in some circumstances, the City considers it appropriate to retain flexibility to respond to the different contexts and layouts of individual properties. The suggested introduction of a universal maximum fence height of 1.5 metres is noted. However, the City considers that a fixed standard may not be appropriate in all circumstances. The policy instead provides guidance and assessment criteria that enable fence heights to be considered in the context of site-specific circumstances while balancing rural character, privacy, security and operational needs.

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				to define property boundaries. There are already a number of properties in Banjup with street fencing approaching or exceeding 1.8 metres in height, and these fences are clearly out of character with the surrounding rural setting. The purpose of this policy should be to prevent further suburban style fencing outcomes and preserve the openness that distinguishes Resource zoned land from urban residential areas. I do not support the use of Colorbond fencing or similar solid fencing materials within the Resource Zone. While the policy restricts these materials for street fencing, it is not in line with the rural character, the same outcome can still be achieved elsewhere on a property. Large expanses of Colorbond fencing are more characteristic of suburban development than rural-residential living and should not be encouraged within Resource-zoned areas. Wildlife movement is another important consideration. Banjup contains significant areas of native vegetation and supports kangaroos, possums, reptiles, snake turtles and many other native species. Wildlife movement occurs across private properties as well as public land. The draft policy states that fencing should allow wildlife movement "where practicable", however I believe this wording is too weak and too discretionary. Protection of wildlife corridors should be a clear policy objective rather than an optional consideration. I am also disappointed that the policy makes no reference to bushfire response and emergency access. Banjup is a bushfire-prone area and volunteer bushfire brigades may need to move between properties during fire events. Continuous high fencing can create barriers to movement and may hinder emergency operations. A further concern is the broad discretion provided to the City under Clause 3. I do not support the inclusion of these discretionary provisions, as they have the potential to undermine the purpose of the policy. If the objective is to protect rural character, environmental values and landscape openness, then clear and enforceable standards should apply rather than allowing exceptions through discretionary assessment. The discretion provisions effectively create a pathway to	The submission's concerns regarding solid fencing materials and secondary fence lines are acknowledged. The policy includes provisions discouraging fencing forms that are inconsistent with the intended rural character of the Resource Zone, while retaining discretion to consider unique circumstances where a departure from the preferred outcomes may be justified. With respect to wildlife movement, the policy promotes consideration of wildlife permeability and landscape connectivity where practicable. Retaining some flexibility in this regard recognises that wildlife movement opportunities vary between properties and site conditions. The suggestion to include bushfire brigade access provisions has been considered. However, minor development such as fencing is exempt development under State Planning Policy 3.7 (Bushfire), and emergency access requirements are generally managed through other statutory mechanisms. Where legal access arrangements exist, such as easements or designated emergency access ways, property owners must ensure those access rights remain available regardless of the fencing policy. The City acknowledges concerns regarding discretionary provisions. However, discretion is considered an important component of the policy to accommodate varying site circumstances while still requiring decision-makers to have regard to the policy objectives. The policy does not provide an unrestricted pathway for inappropriate outcomes but rather enables balanced assessment where strict application of standards may not achieve the best planning outcome. Overall, the submission's recommendations have been noted. While the City supports the overarching objective of preserving the rural character and environmental values of Resource-zoned land, it considers that the policy's performance-based framework and discretionary assessment provisions provide the necessary flexibility to respond to the diverse circumstances that occur within the Resource Zone.

				approve outcomes that would otherwise be inconsistent with the policy objectives. Over time, this risks eroding the rural character the policy is intended to protect. In Banjup, there are already examples of high solid fencing and wall-like front fences that are completely out of character with the open rural residential landscape. Resource-zoned land should not be characterised by 1.8 metre and higher front walls or solid fencing along the street frontage. Front fencing should be limited to open-style rural fencing, similar to the mesh, post-and-wire fencing commonly found throughout Banjup, with a maximum height of 1.5 metres. The discretionary provisions should therefore be removed, or at a minimum should not permit outcomes that conflict with the policy objectives of maintaining rural character, visual openness s, wildlife movement and landscape connectivity. The policy should also address attempts to circumvent its intent through secondary fence lines. It should not matter whether a 2.1 metre Colorbond fence is located directly on a boundary or 20 centimetres inside it. The visual impact, effect on wildlife movement and effect on rural character are essentially the same. Any fence constructed immediately adjacent to a boundary or street fence should be assessed in the same way as a boundary fence. Finally, the interaction between this policy and the City's fencing regulations needs further consideration. If dividing fences remain outside the scope of the policy, there is a real risk that the policy will protect rural character only from the street while allowing extensive solid fencing elsewhere on the property. This would undermine the very objectives the policy is intended to achieve. For these reasons, I believe the policy should be strengthened to: • Apply Resource Zone fencing controls to all property boundaries. • Apply the same standards to primary and secondary road frontages.	

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				• Introduce a maximum fence height of 1.5 metres. • Prohibit Colorbond and solid fencing on all boundaries. • Strengthen wildlife corridor provisions. • Recognise bushfire brigade and emergency access requirements. • Remove the use of discretion or where practicable • Prevent secondary fence lines from being used to bypass the policy. Without significant changes, I do not believe this policy will adequately protect the rural residential character of Banjup into the future. The policy's objective is to maintain rural character, yet it continues to allow outcomes that are inconsistent with that objective. Street fencing approaching. or exceeding 1.8 metres in height can be seen in Banjup and is clearly out of character with the open rural landscape. Unless clear and enforceable standards are adopted, including a maximum fence height of 1.5 metres, open style rural fencing and the removal of major loopholes and discretionary provisions, there is a real risk that the rural character of Banjup will continue to be eroded over time	
5.	30/9/2026	Confidential (Lake Coogee)	Support with modification	The draft gives useful guidance on fencing types. However, I ask the City to address a gap concerning sightlines where a dividing fence runs alongside a driveway or shared vehicle access. My neighbour has installed a fence on their property boundary within the 1.5 m by 1.5 m sightline area beside my driveway. The fence exceeds 750 mm in height in that area. Because the neighbour has not returned the fence across the front of their property, I have been advised that the front-fence sightline requirement does not apply to it. The fence obstructs my view when I exit onto the shared access area. There is an electrical switchboard, a Western Power pillar and a water main in this area, and three vehicles regularly park there. A delivery vehicle has already struck the	The City acknowledges the concerns regarding visibility at driveways and shared vehicle access points where fencing may obstruct sightlines. The draft policy provides guidance on fencing requiring planning assessment and approval. However, dividing fences are exempt from planning approval under Schedule A of Town Planning Scheme No. 3 and, as such, are outside the scope of this policy. Introducing additional requirements for dividing fences through this policy would therefore not be appropriate, as the policy cannot impose standards on development that is otherwise exempt from planning approval. In relation to sightlines, the existing statutory framework already contains provisions intended to address visibility and vehicle safety. For residential development, sightline requirements are prescribed through the Residential Design Codes (R-Codes), while non-

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				switchboard, and the pillar has also been hit. I am concerned about the risk of a collision or injury. I ask the City to make the sightline requirement apply to any fence that obstructs visibility at a driveway or vehicle access point, regardless of whether it is described as a front fence, boundary fence or dividing fence, and regardless of whether it returns across the front of a property. If this cannot be achieved through this planning policy alone, please identify the appropriate change to the Fencing Local Law or other applicable requirements. The current guidance is difficult to follow in this situation. The City publishes driveway sightline requirements, yet the distinction between front and dividing fences appears to leave residents without a clear way to address an obstruction. Please also explain which authority can assess and, where appropriate, require changes to an existing dividing fence that obstructs a driveway sightline. As the dividing fence act doesn't comment on sight line requirements.	residential development is generally assessed against relevant Australian Standards and engineering requirements. The City considers that these established provisions provide the appropriate mechanism for addressing sightline considerations and that duplicating such requirements within the fencing policy is unnecessary. The purpose of the policy is to provide guidance on the design and assessment of fences that require planning approval, rather than to regulate dividing fences or resolve disputes relating to existing boundary fencing. As a result, the policy does not identify enforcement mechanisms for existing dividing fences that may affect driveway visibility.
6.	30/9/2026	Confidential (Banjup)	Support with modification	I support the City's aim of protecting the rural character and environmental values of Banjup and other Resource-zoned areas. However, I believe the draft policy needs strengthening to ensure it achieves these objectives. From my experience living in Banjup, I have seen examples of fencing that is not in keeping with the rural-residential character of the area. There are properties with large stone walls and concrete walls that create an urban or suburban appearance rather than the open rural landscape that makes Banjup unique. **My concerns** 1. The policy focuses mainly on fencing facing the primary street frontage and does not adequately address other property boundaries.	The City acknowledges the concerns raised regarding fencing design, wildlife movement, bushfire considerations and neighbour consultation. However, several of the recommended amendments are not supported. The policy is primarily intended to guide fencing visible from the public realm, as this has the greatest influence on the character of an area. Accordingly, the City does not support applying the same controls to all property boundaries or requiring identical standards for all road frontages. The City also does not support introducing a universal maximum fence height or prohibiting specific fencing materials. Resource-zoned properties are diverse and fencing needs can vary depending on land management, security and site-specific circumstances. The policy therefore retains flexibility to assess proposals against character objectives rather than prescribing a single solution. While the importance of wildlife movement and bushfire management is acknowledged, these matters are generally

				2. High solid fencing can still be installed on side and rear boundaries, creating a suburban appearance. 3. The same fencing standards should apply to all road frontages, including secondary roads. 4. The policy should include a maximum fence height of 1.5 metres throughout the Resource Zone. 5. Solid fencing materials such as Colorbond should not be encouraged within the Resource Zone. 6. Stone walls and concrete walls are not consistent with the rural character of Banjup. **Wildlife movement** Banjup is home to a wide range of wildlife, including: 1. Quenda (Southern Brown Bandicoots) 2. Kangaroos 3. Possums 4. Reptiles 5. Snake turtles 6. Many bird species Fencing should be designed to allow wildlife movement across properties. I believe: 1. Mesh wire fencing and post-and-wire fencing are more appropriate for Resource-zoned land. 2. Wildlife-friendly gaps should be maintained at ground level to allow bandicoots and other small animals to move safely between properties.	addressed through separate environmental, conservation and bushfire planning frameworks. The fencing policy is not intended to regulate these issues directly. The City does not support mandatory neighbour consultation for all variations to the policy. Planning discretion is an important part of the development assessment process and many variations are minor in nature or have limited impacts beyond the subject property. The draft policy provides a framework to determine when advertising is appropriate, ensuring consultation remains proportionate to the potential impacts of a proposal. Overall, the City considers the draft policy appropriately balances the protection of rural character with the need to accommodate a range of property and land management circumstances within the Resource Zone. The submission is appreciated and will be considered as part of the finalisation of the policy.

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				3. Fences should allow kangaroos to safely cross or move through the landscape where appropriate. Restricting wildlife movement can force animals onto roads where they face an increased risk of being struck by vehicles. **Bushfire and emergency access** The policy should recognise that Banjup is a bushfire-prone area. 1. Bushfire brigades may need to move between properties during emergencies. 2. Continuous solid fencing can create barriers to emergency response. 3. Fencing design should consider access requirements for firefighting and other emergency services. **Consultation and discretion** I believe consultation with adjoining landowners should be mandatory whenever an applicant seeks approval for fencing that does not comply with the policy. This would: 1. Improve transparency. 2. Allow neighbours to provide local knowledge. 3. Help Council understand potential impacts on rural character, wildlife movement and visual amenity. 4. Ensure decisions reflect community expectations. **Recommended changes** I would like the policy to: 1. Apply Resource Zone fencing controls to all property boundaries.	

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				2. Apply the same standards to primary and secondary road frontages. 3. Introduce a maximum fence height of 1.5 metres. 4. Discourage stone walls, concrete walls, Colorbond fencing, and other solid fencing styles. 5. Encourage post-and-wire and mesh fencing that reflects rural character. 6. Strengthen wildlife corridor requirements and provide for bandicoot access. 7. Consider kangaroo movement and road safety. 8. Recognise bushfire brigade and emergency access requirements. 9. Require mandatory neighbour consultation for any proposed variations to the policy. 10. Prevent secondary fence lines from being used to bypass the intent of the policy. Without stronger controls, there is a risk that suburban-style fencing will gradually replace the open rural character that residents value. The policy should provide clear standards that preserve Banjup's unique landscape, support wildlife movement, and maintain the rural-residential environment for future generations.	
7.	30/9/2026	Banjup Residents Association	Support with modification	The Banjup Residents Group supports the objective of maintaining the rural character and environmental values of Resource-zoned land. However, we believe the current draft policy focuses too heavily on front fencing and contains several loopholes that may undermine these objectives. Banjup is a rural-residential community valued for its open landscape, native vegetation, wildlife corridors and spacious character. The policy should therefore focus on preserving these attributes across the entire property, not just the primary street frontage. Based on our review of *Draft Local*	The City acknowledges the importance of maintaining the rural character, environmental values and visual amenity of the Resource Zone. While the concerns raised have been considered, several of the recommended amendments are not supported. The City does not support applying the policy's fencing requirements to all property boundaries, including dividing fences. The policy is primarily intended to guide fencing that contributes to the public streetscape and overall character of an area. Dividing fences are generally regulated through separate legislative and

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				Planning Policy 5.25 - Fencing, we recommend the following amendments. **1. Dividing fences remain a significant loophole** The policy excludes dividing fences from its provisions. This means a property owner may comply with the front fencing requirements while installing extensive lengths of Colorbond or other solid fencing around the remainder of the property. This undermines the policy objectives relating to rural character, environmental values and landscape openness. **Recommendation:** Fencing standards for Resource-zoned land should apply to all property boundaries, including dividing fences, secondary street frontages, and boundaries adjoining reserves or public land. **2. Secondary street frontages should be treated the same as primary street frontages** The draft policy creates the potential for different fencing outcomes on secondary road frontages. This could result in long lengths of visually intrusive fencing being installed along roads while remaining technically compliant. The impact on rural character, wildlife movement and visual amenity is the same regardless of whether the fence faces a primary or secondary road. **Recommendation:** The same fencing standards should apply to all road frontages within the Resource Zone, including secondary street frontages. **3. Maximum fence height should be limited to 1.5 metres**	local law provisions and are not considered to have the same level of impact on the public realm as street fencing. Similarly, the City does not support applying identical fencing requirements to all road frontages. The draft policy focuses on fencing that has the greatest influence on the appearance of the streetscape while retaining flexibility to respond to site-specific circumstances. The recommendation to introduce a universal maximum fence height of 1.5 metres is also not supported. Resource-zoned properties vary considerably in their size, land use and operational requirements. A single height standard may not be appropriate in all circumstances, and the policy therefore retains flexibility to consider individual site characteristics and fencing objectives. While the policy discourages fencing styles that are inconsistent with rural character, the City does not support a blanket prohibition on specific materials such as Colorbond fencing. There may be circumstances where such materials are appropriate, and proposals are better assessed against the policy objectives and local context rather than through absolute restrictions. The City acknowledges the importance of wildlife movement and bushfire management within Banjup. However, the primary purpose of the policy is to address fencing design and character outcomes. Wildlife corridors, environmental management and bushfire response requirements are generally addressed through separate planning, environmental and emergency management frameworks. It is therefore not considered necessary to introduce detailed provisions addressing these matters within the fencing policy. The City also does not support limiting the exercise of planning discretion in the manner proposed. Discretion is an important component of the planning framework and enables consideration of site-specific circumstances that cannot always be anticipated through prescriptive standards. The policy provides guidance on the matters that should be considered when assessing alternative fencing outcomes while retaining flexibility to achieve appropriate planning outcomes. In relation to secondary fence lines, the City notes the concern raised regarding potential circumvention of the policy. However, fencing located within a property boundary is generally not

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				The policy does not provide a clear maximum height for fencing in the Resource Zone. Higher fencing is inconsistent with the open rural character that residents value and can restrict visibility and wildlife movement. Importantly, the proposed 1.5 metre limit is not simply a visual amenity issue. It is also intended to support wildlife movement. Kangaroos regularly move through Banjup properties and use private land as part of broader movement corridors. Residents have observed kangaroos moving between lots rather than remaining on roads. One resident recently found a dead kangaroo on Gibbs Road adjacent to fencing approximately two metres high. While the exact circumstances are unknown, the incident highlights the concern that high fencing can restrict movement options and may force wildlife onto roads where they are exposed to vehicle strike. **Recommendation:** Fencing visible from roads, reserves or public areas within the Resource Zone should generally not exceed 1.5 metres in height. --- **4. Colorbond fencing should not be permitted on any boundary** The policy prohibits Colorbond fencing for street fencing but does not adequately address its use on other boundaries. Large expanses of Colorbond fencing are characteristic of suburban development and are inconsistent with the intended character of Banjup. **Recommendation:** Colorbond steel fencing and similar solid fencing materials should not be permitted on any boundary within the Resource Zone, including dividing fences and secondary street frontages.	considered in the same manner as boundary fencing and may serve different purposes. The City does not consider additional provisions are necessary at this time. Overall, the City considers the draft policy strikes an appropriate balance between protecting the rural character of the Resource Zone and allowing flexibility to accommodate the varied circumstances of individual properties. The submission is appreciated and will be considered as part of the finalisation of the policy.

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				5. Wildlife corridor provisions should be strengthened The current wording states that fencing should allow wildlife movement "where practicable". This wording is discretionary and difficult to enforce. Banjup contains important wildlife habitat and movement corridors. Kangaroos, echidnas, reptiles, bandicoots, snake turtles, possums and other native fauna regularly move between properties. Continuous high fencing can fragment habitat, reduce landscape connectivity and restrict natural movement pathways. **Recommendation:** Fencing should be designed to facilitate the movement of native wildlife between neighbouring properties and maintain landscape-scale wildlife corridors throughout the Resource Zone. **6. Bushfire brigade access should be recognised** The policy currently makes no reference to bushfire response requirements. Banjup is a bushfire-prone area and volunteer bushfire brigades may require access between properties during fire events. Extensive lengths of high solid fencing can impede movement between lots, restrict access for firefighting operations and create unnecessary barriers during emergencies. **Recommendation:** Fencing within the Resource Zone should be designed to avoid unnecessary barriers to emergency access and should facilitate movement between adjoining properties by volunteer bushfire brigades during fire events.	

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				7. The discretionary provisions are too broad The discretionary provisions allow the City significant flexibility to approve outcomes that may be inconsistent with the policy objectives. Without clear limits, the intent of protecting rural character, wildlife connectivity and open landscapes may gradually be eroded through individual approvals. **Recommendation:** Discretion should not be exercised where a proposal would: • Diminish rural character; • Restrict wildlife movement; • Increase fencing bulk and scale; or • Hinder emergency access. --- **8. Secondary fence lines should not be used to circumvent the policy** The policy currently focuses on the type and location of boundary fencing but does not appear to address situations where a second fence is constructed immediately inside the property boundary. This creates a potential loophole whereby a compliant boundary fence could remain in place while a second fence, such as a Colorbond fence or other solid fencing, is installed a short distance inside the property boundary. In some cases, this secondary fence may be only a few centimetres from the dividing fence and effectively creates the same outcome as a prohibited boundary fence. The practical effect on rural character, wildlife movement and emergency access is unchanged regardless of whether the fence is located directly on the boundary or 20 centimetres inside the property.	

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				This is of particular concern in Banjup where: • Kangaroos and other native fauna regularly move between properties. • Continuous fencing can restrict wildlife movement and force animals onto roads. • Volunteer bushfire brigades may require access between properties during emergency response operations. • The open rural-residential character of the area relies on visual openness and permeability between lots. **Recommendation:** The policy should apply to fencing located on or immediately adjacent to a property boundary. Secondary fence lines that replicate the effect of prohibited boundary fencing should not be supported. Where a secondary fence is proposed within a specified distance of a boundary (for example, within 1 metre), it should be assessed as if it were a boundary fence for the purposes of this policy. --- **9. Interaction between LPP 5.25 and the Fencing Local Law creates a loophole** The draft policy seeks to protect rural character, environmental values and wildlife movement within the Resource Zone. However, these objectives may be undermined by the exemption of dividing fences from LPP 5.25 and their regulation under the City's Fencing Local Law. As a result, a property owner may be prevented from constructing certain types of fencing on the street frontage while still being able to install extensive lengths of solid fencing along side and rear boundaries. This creates an	

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				inconsistency between the objectives of the planning policy and the outcomes permitted under the fencing regulations. In Banjup, wildlife movement and bushfire brigade access occur primarily between neighbouring properties rather than along road frontages. Consequently, dividing fences often have a greater impact on wildlife corridors, landscape connectivity, emergency access and the open rural-residential character of the area than front fencing. The City should ensure that the interaction between LPP 5.25 and the Fencing Local Law does not create outcomes that are inconsistent with the stated objectives of protecting rural character, environmental values, wildlife movement and emergency access. This would close the loophole whereby a compliant boundary fence remains in place, while a 1.8 metre or 2.1 metre Colorbond fence is constructed a short distance inside the boundary, effectively achieving the same outcome the policy is seeking to avoid. --- **Conclusion** The Banjup Residents Group supports fencing controls that maintain the open rural-residential character of the Resource Zone. However, the policy should address the cumulative impact of all fencing on a property rather than concentrating primarily on front fences. To achieve the policy's objectives, controls should apply equally to primary street frontages, secondary street frontages and dividing boundaries. A maximum fence height of 1.5 metres, a prohibition on Colorbond fencing on all boundaries, stronger wildlife corridor protections, and recognition of bushfire brigade access would better reflect the character, environmental values and community expectations of Banjup.	

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Comment on Cockburn Statistics

The Comment on Cockburn project page was established to provide a central source of information and advertising for the draft policy. The page provided background information, frequently asked questions, supporting documents and a mechanism for lodging online submissions.

Metric	Result
Project page visits	287
Online submissions	3
Postal submissions	0
Email submissions	7
Total submissions	10
Project followers	0

Supporting Documents

The following documents were made available to assist the community's understanding of the proposal:

- Draft Local Planning Policy
- Frequently asked questions
- Submission information.

Next Steps

All feedback received during the consultation period will be reviewed and the proposal will be assessed against the planning framework.

The draft policy, along with all submissions, will be presented to the Governance Committee for consideration before a recommendation is made to Council.

Council will resolve whether to adopt the policy (with or without amendment) or to not proceed.

The City of Cockburn would like to thank all individuals and organisations who took the time to review the draft policy and provide a submission.

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

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Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

Policy Type

Local Planning Policy

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This policy may be cited as Local Planning Policy (LPP) 5.25.

Introduction

Fencing can have impactful consequences to streetscape character and neighbourliness. Fencing adjacent to the public realm contributes to the amenity of an area. The design of a fence influences passive surveillance, opportunities for natural supervision of the street and overall community safety through *crime prevention through environmental design* (CPTED) principles. Planning controls are required to provide clarity on fencing types and objectives for fencing development within the City of Cockburn.

'*Dividing Fences*' are exempt from requiring development approval as construction is prescribed by the City's *Fencing Local Law* (as amended). Disputes between neighbours relating to '*Dividing Fences*' pursuant to the *Dividing Fences Act 1961* is a civil matter between neighbours. More advice on this process is provided by the Department of Local Government, Industry Regulation and Safety.

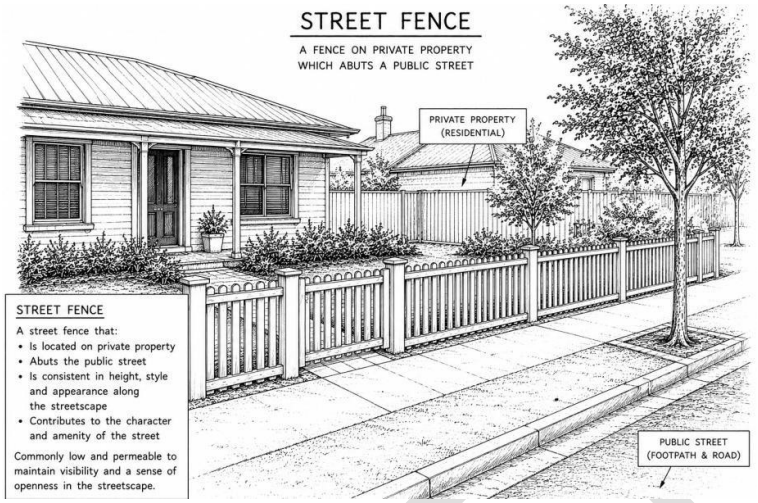
'*Uniform Fences*', '*Street Fences*' and '*Boundary Fences*' are, in contrast to '*Dividing Fences*', a matter regulated by statutory planning, and may require development approval from the City.

This local planning policy provides guidance on consistent decision-making relating to fencing proposals, where a development application is required. The policy also provides clarification on acceptable material types, intended to assist in addressing community expectations around the character of their suburbs.

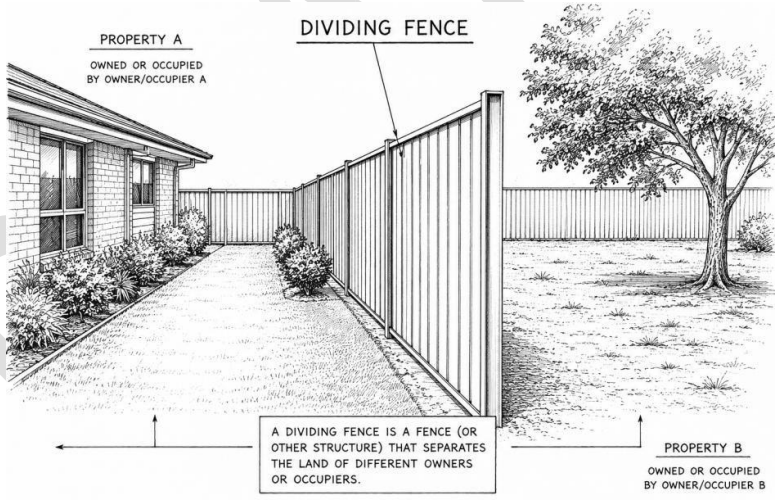
For the purpose of this policy, fencing types are defined below:

1. **Street Fences** - fences located along the primary street frontage, including side fences within the street setback area, of an individual lot and visible from the public realm, forming part of the streetscape presentation of a single property.

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

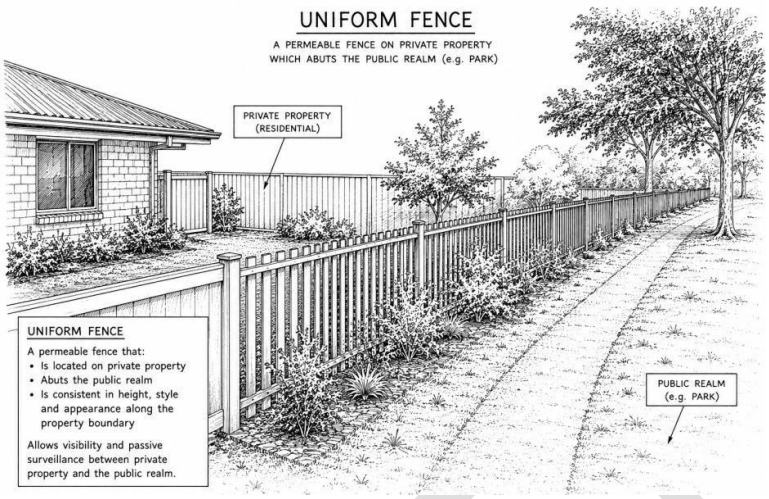


2. **Dividing Fences** - side boundary fences shared by two neighbouring properties. Controlled by the Fencing Local Law and the *Dividing Fences Act*. Does not require development approval.

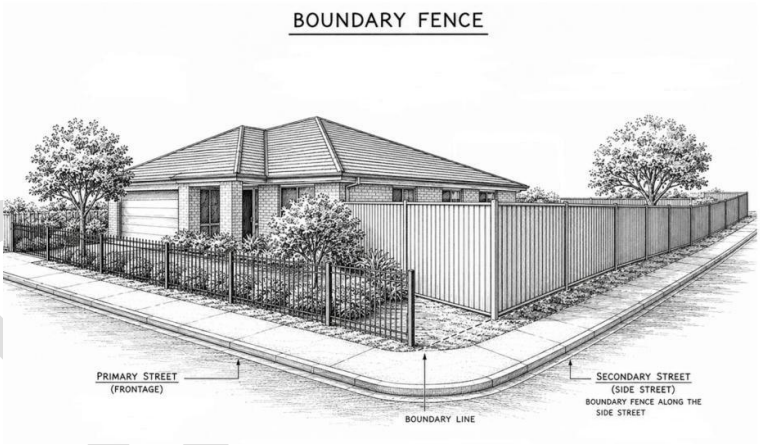


3. **Uniform Fences** - fences located along the boundary of multiple lots adjoining the public realm (such as secondary streets and public open space). Uniform fences are established to provide consistent and coordinated fencing treatment, initially installed by a developer or subdivider as part of an approved subdivision or development application.

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**



4. **Boundary Fence** - fences located along or near the boundary of an individual lot adjoining a secondary street, public open space, reserve, right-of-way, or other public realm interface, other than the primary street.



Objectives

- To provide clear guidance to applicants so they can confidently proceed with fencing development and obtain consistent advice from the City.
- To provide clear guidance on the assessment of fencing proposals so the City and Council can ensure consistent decision-making.
- To ensure street fencing is considerate to the character of an area.

[3]

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

- To balance passive surveillance with privacy and noise considerations through appropriate fencing selections.

Application

This policy applies to the development of street, boundary and uniform fencing on land capable of residential development pursuant to *Town Planning Scheme No.3* (TPS3).

This policy does not apply where fencing requirements are specified within an approved Local Development Plan.

This policy does not apply to 'Dividing Fences' pursuant to the City's *Fencing Local Law* under the *Dividing Fences Act 1961*.

Policy Provisions

(1) Exemptions from the requirement to obtain Development Approval under the Planning and Development Act.

i. All Dividing Fences.

ii. Development which is classed as exempt pursuant to Clause 61 of *Planning and Development (Local Planning Scheme) Regulations 2015,* unless otherwise identified as requiring approval pursuant to this policy.

a This includes any residential front fences that are consistent with the deemed-to-comply provisions of the R-Codes.

iii. Uniform Fencing which is required as a condition of subdivision approval, where details will be submitted as part of civil engineering drawings as part of subdivision clearance and will be constructed consistent with Clause 6 of this policy.

iv. Boundary Fencing along the secondary street which is constructed of sufficient fencing materials pursuant to the *Fencing Local Law* and is no greater than 1.8m in height.

v. Street Fencing in the Rural, Rural Living and Resource Zones, where the development complies with Clause 4 of this policy.

vi. All Entry Statements, where they meet the requirements of this policy.

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

(2) Local Character Provisions

Development is to have due regard to the established local character and streetscape of the area, including the following considerations:

i. The objectives of the applicable zone under Town Planning Scheme No. 3 and the City's Local Planning Strategy, including intended future character (where applicable).

ii. The degree of openness and visual permeability of the existing streetscape.

iii. The prevailing streetscape character and whether the development will positively or negatively contribute to that character.

iv. **Rural** and **Resource** zoned land is characterised by low-density development, open landscapes, generous setbacks and built form that complements the rural setting without creating excessive visual bulk, while supporting environmental values, rural lifestyle land uses and (for the Resource Zone) the protection of underground water resources.

v. **Rural Living** zoned land is characterised by low-density residential development on large lots, with built form and fencing treatments that may be more typical of residential areas, while still maintaining a spacious semi-rural character.

vi. **Residential** zoned land is characterised pursuant to *Local Planning Policy 1.2 Residential Design Guidelines.*

vii. In **Rural** and **Resource** zoned land, a presumption of support will be given to materials sympathetic to rural character, such as:

- Rammed earth
- Gabion and stone walls
- Coffee rock
- Masonry materials with either face brick or a light or cream rendered finish
- Wrought iron and or decorative steel

(3) Exercise of Discretion

The City may consider variations to the provisions of this Policy where it is satisfied that the proposed development responds appropriately to the site context and achieves the overall objectives of this Policy, including in the following considerations:

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

i. Where additional privacy is required for private open space and no alternative private open space area is available on the lot.

ii. Where fencing is necessary to mitigate traffic noise impacts, particularly for properties adjoining higher-order or high traffic volume roads.

iii. Where a swimming pool or spa is located within the front setback area of the property.

iv. Where innovative or high-quality construction materials and design elements contribute positively to the streetscape and built form outcomes.

v. Where natural ground levels, retaining, or site constraints influence the practical application of fencing height or material requirements.

(4) Street Fencing Design Principles

i. Development in the **Residential Zone** shall comply with the design principles of the *Residential Design Codes* (R-Codes), unless the City exercises its discretion against Clause 3 of this policy.

ii. Development within the **Rural** and **Resource** zones shall have regard to the rural character and environmental values of the locality, in accordance with the following:

a. Solid fencing is not permitted.
b. Colorbond® steel (or similar), ring-lock/cyclone, super-six/fibro cement and twin-side post and panel fencing are not permitted.
c. Fencing is to comprise rural or open-style materials, including timber post and rail, wire, or similar visually permeable (as defined by the RCodes) construction materials.
d. Fencing is to be designed and constructed to complement and integrate with the surrounding landscape character.
e. Fencing should allow, where practicable, for the movement and passage of native wildlife.

iii. Development within the **Rural Living** zone shall maintain an open and semirural streetscape character in accordance with the following:

a. Front fencing may be solid to a maximum height of 1.2 metres, with any portion above 1.2 metres up to a maximum height of 1.8 metres to be visually permeable.

Title	FENCING
Policy Number (Governance Purpose)	**LPP 5.25**

b. Solid front fencing adjoining vehicle accessways is to be truncated, splayed, or otherwise designed to maintain safe sightlines for vehicles and pedestrians.

(5) Boundary Fencing adjacent Public Open Space

i. All boundary fencing abutting public open space (parks and recreation reserves) requires development approval, unless replacing 'like for like' or minor maintenance.

ii. Fencing abutting public open space shall generally be open-style with portions of solid fencing permitted to screen some areas for privacy purposes.

(6) Uniform Fencing

i. Where subdivision or development proposals abut public open space, drainage reserves, pedestrian access ways, regional roads or other roads of district importance or any other public place, uniform fencing shall be installed.

ii. For subdivision proposals, the City shall recommend to the Western Australian Planning Commission (WAPC) that a condition be imposed on subdivision approvals (where applicable) requiring the applicant/landowner to construct uniform fencing in accordance with this policy.

iii. For development proposals, the City shall request fencing details during assessment, or if appropriate, condition further details to be provided, to ensure consistency with this policy.

iv. Where considered appropriate, uniform fencing should incorporate gates that open onto the public realm, provided the gates are self-closing.

v. Uniform fencing shall generally be consistent in height, materials, design and appearance along its length.

vi. Any proposed modifications to existing uniform fencing require development approval and should generally comply with the following:

a. Materials and colours are to complement the existing fencing.
b. Fence heights are to remain generally consistent with the existing fencing.
c. The proposal can demonstrate a high level of visual amenity, high durability and adequate passive surveillance (where appropriate).

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

vii. The following **general uniform fencing standards** apply:

a. Uniform Fencing shall generally be a minimum height of 1800mm above Natural Ground Level excluding retaining walls.

b. Where fencing is located on top of, or in conjunction with, a retaining wall, the combined height of the retaining wall and fencing shall not exceed 1800mm above natural ground level unless otherwise approved by the City.

c. Proposals for combined retaining wall and fencing exceeding 1800mm will be assessed having regard to visual impact, streetscape compatibility, overlooking, and bulk and scale.

d. Uniform fencing shall be constructed of limestone, brick, masonry or other durable materials approved by the City. Uniform fencing using modular construction may be considered provided that the wall presents a rendered or similar finish and it can be demonstrated that the repair and maintenance requirements of such a wall is satisfactory to the City.

e. Colorbond® steel (or similar), ring-lock/cyclone, super-six/fibro cement and twin-side post and panel fencing are generally not supported where uniform fencing is required.

f. Where uniform fencing requires visually permeable infill panels, such panels shall be constructed from wrought iron, steel, aluminium, or other durable materials as determined by the Local Government.

g. Timber infill panels are generally not supported due to higher maintenance requirements and reduced durability compared to metal alternatives.

h. Visually permeable infill panels shall generally be provided above 1.2m above natural ground level and shall comply with the definition of 'visually permeable' contained in the R-Codes.

i. Notwithstanding the above, visually permeable infill panels below 1.2m above natural ground level may be considered where it can be demonstrated that streetscape outcomes are enhanced; and safety, surveillance, and visual permeability are not compromised.

j. Uniform fencing piers shall be a maximum of 300mm above the fence line and provided at any interval of not more than 7.5m for limestone, brick or masonry and 6m for all other fences.

k. Fencing which may impede visual sightlines and pedestrian /or vehicular movement is required to be no higher than 750mm within 1.5m of a vehicle crossover.

l. Any solid uniform fencing shall be treated with non-sacrificial graffiti protection to the City's satisfaction.

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Title	FENCING
Policy Number (Governance Purpose)	**LPP 5.25**

m. The following general uniform fencing standards apply when abutting Primary and Other Regional Roads and Railway Reserves:

- Uniform fencing abutting regional roads and railway reserves may be required to provide additional elements to satisfy noise attenuation measures in order to comply with State Planning Policy 5.4 '*Road and Rail Transport Noise and Freight Considerations in Land Use Planning'*.
- Uniform fencing abutting regional roads and rail reserves shall generally be of solid construction without visually permeable infill panels.

n. Extensive portions of solid uniform fencing shall be suitably broken up with different materials/textures/landscaping to provide visual relief.

o. Uniform fencing abutting local roads shall generally be of solid construction but may in some instances be required to provide visually permeable infill panels to promote passive surveillance depending on the location and traffic associated with the road.

p. Uniform fencing abutting POS shall provide visually permeable infill panels to promote passive surveillance. Minor portions of solid uniform fencing may be permitted to screen some areas of residential land including drying areas. Pedestrian access gates (and stairs if required) are encouraged to be constructed as part of the uniform fencing between residential lots and POS to encourage use of the POS by the adjoining residents.

q. Uniform fencing abutting PAWs shall generally be required to provide visually permeable infill panels to promote passive surveillance of the PAW. Minor portions of solid uniform fencing may be permitted to screen some areas of residential land including drying areas.

(7) Entry Statements

In considering proposals for entry statements, the following considerations will be made:

a) Entry Statements will be permitted within three (3) metres of a vehicle entry point, provided vehicle sightlines (via a 1.5m by 1.5m truncation) are maintained.

b) Entry Statements may be made of an alternative material to the front fence and are not subject to the same permeability requirements.

c) Entry statements consisting of Colorbond® will generally no be supported.

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Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

(8) Pool Barriers

i. All swimming pools require a pool barrier to be installed pursuant to the Building Act 2011 and the City shall prioritise pool safety over all other considerations.

ii. The City recognises that swimming pool and spa safety barriers are an important safety requirement and must comply with the Building Act 2011, Building Regulations 2012 and applicable pool safety barriers standards

iii. A development application is required for all fencing on the front boundary, or primary street setback area, where a private swimming pools/spa is installed within the primary street setback area and the street fence is intended to act as a safety barrier.

iv. Where a swimming pool or spa is located within the primary street setback area, abuts a public open space, a reserve or is subject to specific fencing requirements under a Local Development Plan, and a street fence, boundary or estate fence is required to form part of the pool safety safety barrier, the City may support variations to the applicable street fencing requirements where the variation is necessary to achieve pool barrier compliance.

v. Such variations will generally only be supported to the minimum extent necessary with consideration given to streetscape, visual permeability, passive surveillance and residential amenity.

All images within this policy have been generated using AI

Strategic Link:	Town Planning Scheme No.3
Category	Planning – Town Planning & Development
Lead Business Unit:	Statutory Planning – Development Services
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	

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Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

ECM Doc Set ID: (Governance Purpose Only)	

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Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

Policy Type

Local Planning Policy

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This policy may be cited as Local Planning Policy (LPP) 5.25.

Introduction

Fencing can have impactful consequences to streetscape character and neighbourliness. Fencing adjacent to the public realm contributes to the amenity of an area. The design of a fence influences passive surveillance, opportunities for natural supervision of the street and overall community safety through *crime prevention through environmental design* (CPTED) principles. Planning controls are required to provide clarity on fencing types and objectives for fencing development within the City of Cockburn.

'*Dividing Fences*' are exempt from requiring development approval as construction is prescribed by the City's *Fencing Local Law* (as amended). Disputes between neighbours relating to '*Dividing Fences*' pursuant to the *Dividing Fences Act 1961* is a civil matter between neighbours. More advice on this process is provided by the Department of Local Government, Industry Regulation and Safety.

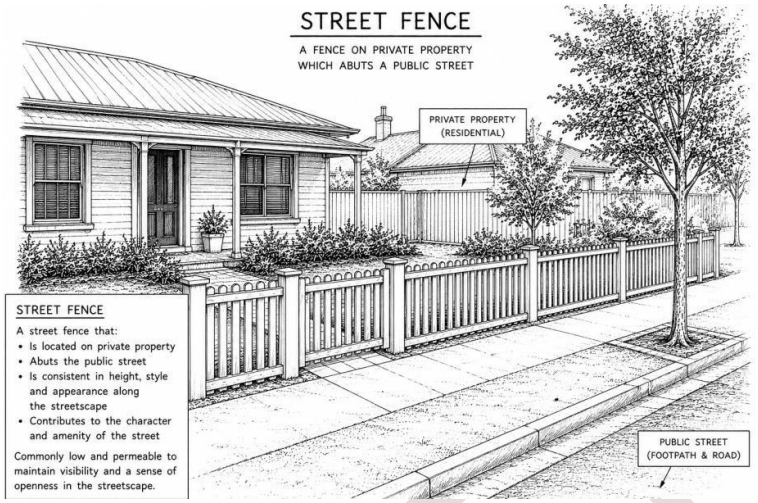
'*Uniform Fences*', '*Street Fences*' and '*Boundary Fences*' are, in contrast to '*Dividing Fences*', a matter regulated by statutory planning, and may require development approval from the City.

This local planning policy provides guidance on consistent decision-making relating to fencing proposals, where a development application is required. The policy also provides clarification on acceptable material types, intended to assist in addressing community expectations around the character of their suburbs.

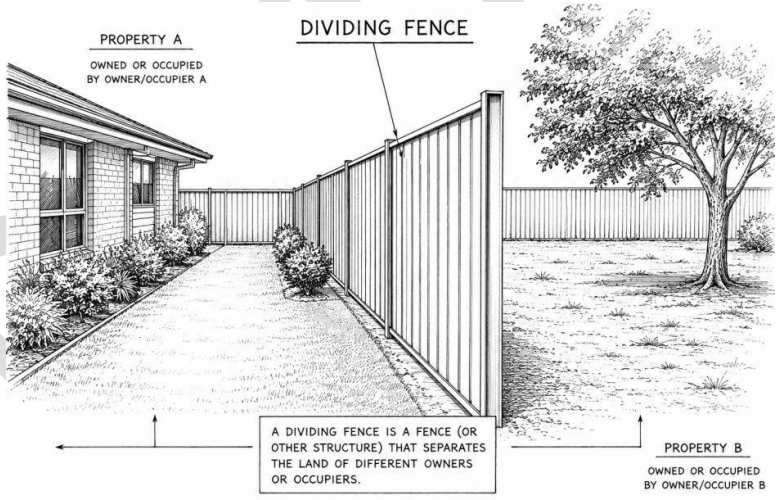
For the purpose of this policy, fencing types are defined below:

1. **Street Fences** - fences located along the primary street frontage, including side fences within the street setback area, of an individual lot and visible from the public realm, forming part of the streetscape presentation of a single property.

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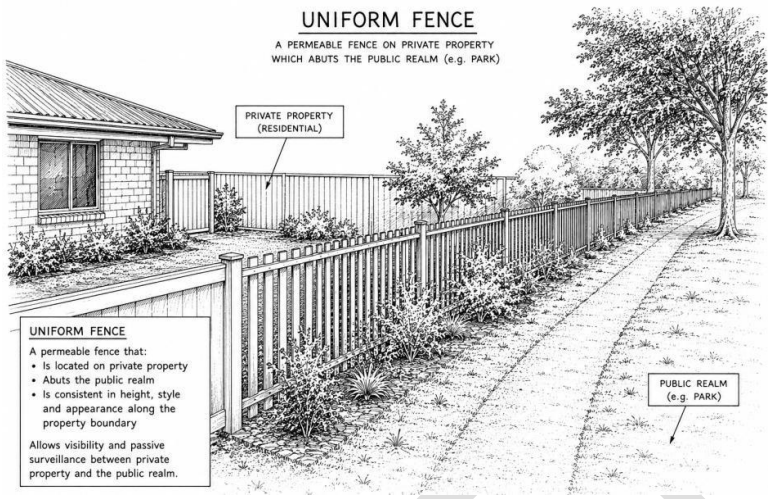


2. **Dividing Fences** - side boundary fences shared by two neighbouring properties. Controlled by the Fencing Local Law and the *Dividing Fences Act*. Does not require development approval.

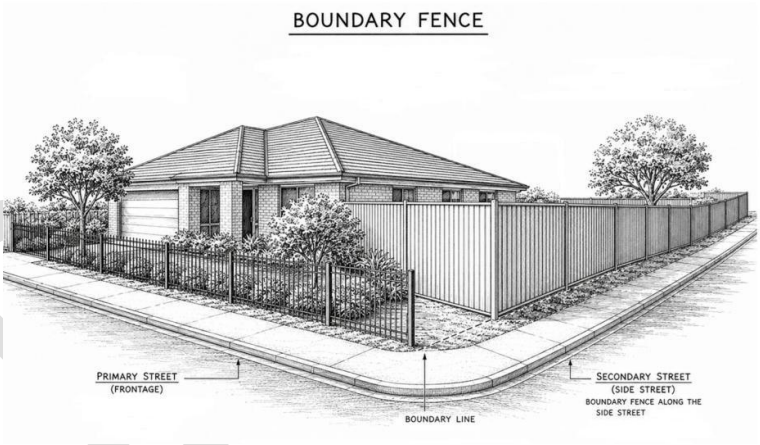


3. **Uniform Fences** - fences located along the boundary of multiple lots adjoining the public realm (such as secondary streets and public open space). Uniform fences are established to provide consistent and coordinated fencing treatment, initially installed by a developer or subdivider as part of an approved subdivision or development application.

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**



4. **Boundary Fence** - fences located along or near the boundary of an individual lot adjoining a secondary street, public open space, reserve, right-of-way, or other public realm interface, other than the primary street.



Objectives

- To provide clear guidance to applicants so they can confidently proceed with fencing development and obtain consistent advice from the City.
- To provide clear guidance on the assessment of fencing proposals so the City and Council can ensure consistent decision-making.
- To ensure street fencing is considerate to the character of an area.

[3]

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

- To balance passive surveillance with privacy and noise considerations through appropriate fencing selections.

Application

This policy applies to the development of street, boundary and uniform fencing on land capable of residential development pursuant to *Town Planning Scheme No.3* (TPS3).

This policy does not apply where fencing requirements are specified within an approved Local Development Plan.

This policy does not apply to 'Dividing Fences' pursuant to the City's *Fencing Local Law* under the *Dividing Fences Act 1961*.

Policy Provisions

(1) Exemptions from the requirement to obtain Development Approval under the Planning and Development Act.

i. All Dividing Fences.

ii. Development which is classed as exempt pursuant to Clause 61 of *Planning and Development (Local Planning Scheme) Regulations 2015,* unless otherwise identified as requiring approval pursuant to this policy.

a This includes any residential front fences that are consistent with the deemed-to-comply provisions of the R-Codes.

iii. Uniform Fencing which is required as a condition of subdivision approval, where details will be submitted as part of civil engineering drawings as part of subdivision clearance and will be constructed consistent with Clause 6 of this policy.

iv. Boundary Fencing along the secondary street which is constructed of sufficient fencing materials pursuant to the *Fencing Local Law* and is no greater than 1.8m in height.

v. Street Fencing in the Rural, Rural Living and Resource Zones, where the development complies with Clause 4 of this policy.

vi. All Entry Statements, where they meet the requirements of this policy.

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

(2) Local Character Provisions

Development is to have due regard to the established local character and streetscape of the area, including the following considerations:

i. The objectives of the applicable zone under Town Planning Scheme No. 3 and the City's Local Planning Strategy, including intended future character (where applicable).

ii. The degree of openness and visual permeability of the existing streetscape.

iii. The prevailing streetscape character and whether the development will positively or negatively contribute to that character.

iv. **Rural** and **Resource** zoned land is characterised by low-density development, open landscapes, generous setbacks and built form that complements the rural setting without creating excessive visual bulk, while supporting environmental values, rural lifestyle land uses and (for the Resource Zone) the protection of underground water resources.

v. **Rural Living** zoned land is characterised by low-density residential development on large lots, with built form and fencing treatments that may be more typical of residential areas, while still maintaining a spacious semi-rural character.

vi. **Residential** zoned land is characterised pursuant to *Local Planning Policy 1.2 Residential Design Guidelines.*

vii. In **Rural** and **Resource** zoned land, a presumption of support will be given to materials sympathetic to rural character, such as:

- Rammed earth
- Gabion and stone walls
- Coffee rock
- Masonry materials with either face brick or a light or cream rendered finish
- Wrought iron and or decorative steel

(3) Exercise of Discretion

The City may consider variations to the provisions of this Policy where it is satisfied that the proposed development responds appropriately to the site context and achieves the overall objectives of this Policy, including in the following considerations:

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

i. Where additional privacy is required for private open space and no alternative private open space area is available on the lot.

ii. Where fencing is necessary to mitigate traffic noise impacts, particularly for properties adjoining higher-order or high traffic volume roads.

iii. Where a swimming pool or spa is located within the front setback area of the property.

iv. Where innovative or high-quality construction materials and design elements contribute positively to the streetscape and built form outcomes.

v. Where natural ground levels, retaining, or site constraints influence the practical application of fencing height or material requirements.

(4) Street Fencing Design Principles

i. Development in the **Residential Zone** shall comply with the design principles of the *Residential Design Codes* (R-Codes), unless the City exercises its discretion against Clause 3 of this policy.

ii. Development within the **Rural** and **Resource** zones shall have regard to the rural character and environmental values of the locality, in accordance with the following:

a. Solid fencing is not permitted.
b. Colorbond® steel (or similar), ring-lock/cyclone, super-six/fibro cement and twin-side post and panel fencing are not permitted.
c. Fencing is to comprise rural or open-style materials, including timber post and rail, wire, or similar visually permeable (as defined by the RCodes) construction materials.
d. Fencing is to be designed and constructed to complement and integrate with the surrounding landscape character.
e. Fencing should allow, where practicable, for the movement and passage of native wildlife.

iii. Development within the **Rural Living** zone shall maintain an open and semirural streetscape character in accordance with the following:

a. Front fencing may be solid to a maximum height of 1.2 metres, with any portion above 1.2 metres up to a maximum height of 1.8 metres to be visually permeable.

Title	FENCING
Policy Number (Governance Purpose)	**LPP 5.25**

b. Solid front fencing adjoining vehicle accessways is to be truncated, splayed, or otherwise designed to maintain safe sightlines for vehicles and pedestrians.

(5) Boundary Fencing adjacent Public Open Space

i. All boundary fencing abutting public open space (parks and recreation reserves) requires development approval, unless replacing 'like for like' or minor maintenance.

ii. Fencing abutting public open space shall generally be open-style with portions of solid fencing permitted to screen some areas for privacy purposes.

(6) Uniform Fencing

i. Where subdivision or development proposals abut public open space, drainage reserves, pedestrian access ways, regional roads or other roads of district importance or any other public place, uniform fencing shall be installed.

ii. For subdivision proposals, the City shall recommend to the Western Australian Planning Commission (WAPC) that a condition be imposed on subdivision approvals (where applicable) requiring the applicant/landowner to construct uniform fencing in accordance with this policy.

iii. For development proposals, the City shall request fencing details during assessment, or if appropriate, condition further details to be provided, to ensure consistency with this policy.

iv. Where considered appropriate, uniform fencing should incorporate gates that open onto the public realm, provided the gates are self-closing.

v. Uniform fencing shall generally be consistent in height, materials, design and appearance along its length.

vi. Any proposed modifications to existing uniform fencing require development approval and should generally comply with the following:

a. Materials and colours are to complement the existing fencing.
b. Fence heights are to remain generally consistent with the existing fencing.
c. The proposal can demonstrate a high level of visual amenity, high durability and adequate passive surveillance (where appropriate).

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

vii. The following **general uniform fencing standards** apply:

a. Uniform Fencing shall generally be a minimum height of 1800mm above Natural Ground Level excluding retaining walls.

b. Where fencing is located on top of, or in conjunction with, a retaining wall, the combined height of the retaining wall and fencing shall not exceed 1800mm above natural ground level unless otherwise approved by the City.

c. Proposals for combined retaining wall and fencing exceeding 1800mm will be assessed having regard to visual impact, streetscape compatibility, overlooking, and bulk and scale.

d. Uniform fencing shall be constructed of limestone, brick, masonry or other durable materials approved by the City. Uniform fencing using modular construction may be considered provided that the wall presents a rendered or similar finish and it can be demonstrated that the repair and maintenance requirements of such a wall is satisfactory to the City.

e. Colorbond® steel (or similar), ring-lock/cyclone, super-six/fibro cement and twin-side post and panel fencing are generally not supported where uniform fencing is required.

f. Where uniform fencing requires visually permeable infill panels, such panels shall be constructed from wrought iron, steel, aluminium, or other durable materials as determined by the Local Government.

g. Timber infill panels are generally not supported due to higher maintenance requirements and reduced durability compared to metal alternatives.

h. Visually permeable infill panels shall generally be provided above 1.2m above natural ground level and shall comply with the definition of 'visually permeable' contained in the R-Codes.

i. Notwithstanding the above, visually permeable infill panels below 1.2m above natural ground level may be considered where it can be demonstrated that streetscape outcomes are enhanced; and safety, surveillance, and visual permeability are not compromised.

j. Uniform fencing piers shall be a maximum of 300mm above the fence line and provided at any interval of not more than 7.5m for limestone, brick or masonry and 6m for all other fences.

k. Fencing which may impede visual sightlines and pedestrian /or vehicular movement is required to be no higher than 750mm within 1.5m of a vehicle crossover.

l. Any solid uniform fencing shall be treated with non-sacrificial graffiti protection to the City's satisfaction.

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Title	FENCING
Policy Number (Governance Purpose)	**LPP 5.25**

m. The following general uniform fencing standards apply when abutting Primary and Other Regional Roads and Railway Reserves:

- Uniform fencing abutting regional roads and railway reserves may be required to provide additional elements to satisfy noise attenuation measures in order to comply with State Planning Policy 5.4 '*Road and Rail Transport Noise and Freight Considerations in Land Use Planning'*.
- Uniform fencing abutting regional roads and rail reserves shall generally be of solid construction without visually permeable infill panels.

n. Extensive portions of solid uniform fencing shall be suitably broken up with different materials/textures/landscaping to provide visual relief.

o. Uniform fencing abutting local roads shall generally be of solid construction but may in some instances be required to provide visually permeable infill panels to promote passive surveillance depending on the location and traffic associated with the road.

p. Uniform fencing abutting POS shall provide visually permeable infill panels to promote passive surveillance. Minor portions of solid uniform fencing may be permitted to screen some areas of residential land including drying areas. Pedestrian access gates (and stairs if required) are encouraged to be constructed as part of the uniform fencing between residential lots and POS to encourage use of the POS by the adjoining residents.

q. Uniform fencing abutting PAWs shall generally be required to provide visually permeable infill panels to promote passive surveillance of the PAW. Minor portions of solid uniform fencing may be permitted to screen some areas of residential land including drying areas.

(7) Entry Statements

In considering proposals for entry statements, the following considerations will be made:

a) Entry Statements will be permitted within three (3) metres of a vehicle entry point, provided vehicle sightlines (via a 1.5m by 1.5m truncation) are maintained.

b) Entry Statements may be made of an alternative material to the front fence and are not subject to the same permeability requirements.

c) Entry statements consisting of Colorbond® will generally no be supported.

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Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

(8) Pool Barriers

i. All swimming pools require a pool barrier to be installed pursuant to the Building Act 2011 and the City shall prioritise pool safety over all other considerations.

ii. The City recognises that swimming pool and spa safety barriers are an important safety requirement and must comply with the Building Act 2011, Building Regulations 2012 and applicable pool safety barriers standards

iii. A development application is required for all fencing on the front boundary, or primary street setback area, where a private swimming pools/spa is installed within the primary street setback area and the street fence is intended to act as a safety barrier.

iv. Where a swimming pool or spa is located within the primary street setback area, abuts a public open space, a reserve or is subject to specific fencing requirements under a Local Development Plan, and a street fence, boundary or estate fence is required to form part of the pool safety safety barrier, the City may support variations to the applicable street fencing requirements where the variation is necessary to achieve pool barrier compliance.

v. Such variations will generally only be supported to the minimum extent necessary with consideration given to streetscape, visual permeability, passive surveillance and residential amenity.

All images within this policy have been generated using AI

Strategic Link:	Town Planning Scheme No.3
Category	Planning – Town Planning & Development
Lead Business Unit:	Statutory Planning – Development Services
Public Consultation: **(Yes or No)**	Yes
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	

DRAFT

Title	**FENCING**
Policy Number (Governance Purpose)	**LPP 5.25**

ECM Doc Set ID: (Governance Purpose Only)	

DRAFT

15.1.5 (2026/MINUTE NO 0183) Final Adoption: Draft Local Planning Policy 5.24 - Advertising of Development Applications

Responsible Executive	Director Sustainable Development and Safety
Author(s)	Service Lead Statutory Planning
Attachments	1. Community Consultation Outcomes ⇩ 2. Local Planning Policy 5.24 - Advertising of Development Applications - tracked changes ⇩ 3. Local Planning Policy 5.24 - Advertising of Development Applications ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) NOTES the submissions received during the community consultation period;

(2) ADOPTS Local Planning Policy 5.24 - Advertising of Development Applications, as amended in Attachment 3;

(3) PUBLISHES the Local Planning Policy in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015; and

(4) NOTIFIES all those who made a submission of Council's decision

CARRIED 8/0

Background

At the September Ordinary Council Meeting, Council resolved to adopt the draft Local Planning Policy 5.24 - Advertising of Development Applications, for the purposes of community consultation.

The advertising period has now concluded with several submissions having been received from the community. Following this period, Council must now determine whether to proceed with the draft policy.

The Western Australian planning framework requires that certain development applications (DAs) be publicly advertised to provide affected landowners, occupiers and other stakeholders with an opportunity to comment prior to a decision being made. The Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) prescribe mandatory advertising requirements for specific classes of development, including circumstances requiring community consultation and the minimum duration of advertising periods.

While the Regulations establish these minimum requirements, they also provide local governments with a significant level of discretion in how public advertising is undertaken where it is not explicitly prescribed.

This discretion extends to decisions regarding whether advertising is required, the form and manner of advertising, the extent of the notification area, and the information published during consultation.

The City currently advises development applications in accordance with statutory obligations and established practice. However, the absence of a policy may result in inconsistent consultation and uncertainty for applicants, the community and decision-makers.

The draft Local Planning Policy 5.24 – Advertising of Development Applications provides clear guidance on how the City will exercise its discretion in relation to public advertising. The policy seeks to promote consistency, transparency and fairness in community consultation processes, while recognising the need to process development applications efficiently and within prescribed statutory timeframes.

The policy acknowledges the balance between the community's reasonable expectations to be informed of, and comment on, development proposals, applicants' development entitlements and the City's decision making based on relevant planning considerations.

The policy supports informed decision-making by ensuring submissions are received where appropriate, placing public comments within the proper exercise of planning discretion.

Adoption of the policy will provide a clear and consistent framework for officers, applicants and the community, complementing the City's Local Planning Scheme and broader statutory planning responsibilities.

Submission

Following the community consultation, one amendment has been made to the draft policy, which is reflected in Attachment 2. The amendment seeks to further clarify one of the objectives of the policy.

Further details of the community consultation and the rationale for the change can be seen in Attachment 1.

In addition, an additional clarification was added to the 'application' section of the policy to emphasise that strategic planning proposals (such as scheme amendments and structure plans) are not covered by this policy.

Lastly, the word 'approval' was replaced with 'application' in section (1) as to not give the impression of a pre-determined outcome.

Report

The Planning and Development (Local Planning Schemes) Regulations 2015 (the Regulations) prescribe mandatory advertising requirements for specific classes of development, including circumstances requiring community consultation and the minimum duration of advertising periods.

While the Regulations establish these minimum requirements, they also provide local governments with a significant level of discretion in how public advertising is undertaken where it is not explicitly prescribed.

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The draft Local Planning Policy 5.24 – Advertising of Development Applications provides clear guidance on how the City will exercise its discretion in relation to public advertising. The policy seeks to promote consistency, transparency and fairness in community consultation processes, while recognising the need to process development applications efficiently and within prescribed statutory timeframes.

The policy acknowledges the balance between the community's reasonable expectations to be informed of, and comment on, development proposals, applicants' development entitlements and the City's decision making based on relevant planning considerations.

The policy supports informed decision-making by ensuring submissions are received where appropriate, placing public comments within the proper exercise of planning discretion.

Adoption of the policy will provide a clear and consistent framework for officers, applicants and the community, complementing the City's Local Planning Scheme and broader statutory planning responsibilities.

The Policy consolidates and formalises the City's approach to public notification by clearly identifying when advertising will be required, the form and extent of notification, and how submissions will be managed and considered. It seeks to improve transparency and consistency for applicants, the community and decision-makers, while ensuring that statutory timeframes and administrative efficiency are maintained.

Complex Applications

'Complex Applications' are defined by the Regulations as:

(a) an application for approval of development that is a use of land if the use is not specifically referred to in the zoning table for this Scheme in respect of the zone in which the development is located; or

(b) an application of a kind identified elsewhere in this Scheme, or in a local planning policy, as a complex application for development approval.

A key component of the Policy is to identify 'complex applications', which are required to undergo an extended advertising process. The categories of complex applications have been deliberately selected based on historic development proposals that have demonstrated a higher propensity for community interest and submissions, including certain land uses in residential areas, proposals with significant amenity impacts, and large-scale developments.

By clearly identifying these application types upfront, the Policy provides greater certainty regarding advertising expectations while ensuring that proposals with the greatest potential community impact receive an appropriate level of consultation.

Clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 expressly provides for a Local Planning Policy to identify classes of development applications that are to be treated as complex applications for the purposes of public advertising.

Currently the City does not have clearly defined categories of development applications that are considered 'complex'. As a result, determinations as to whether an application warrants 'complex' advertising have been made on a case-by-case basis. The Policy therefore addresses this gap by identifying specific classes of development that, based on historic experience, are more likely to generate heightened community interest, concern or submissions.

Where an application is classified as complex under the Policy, it is subject to enhanced statutory consultation requirements, including:

- A minimum advertising period of 28 days, rather than the standard 14 days for 'non-complex' applications
- A minimum notification radius of 200 metres, consistent with the requirements of the Regulations.

In addition, the Regulations require that all three forms of public notice be undertaken for complex applications. Accordingly, the Policy stipulates that complex applications must be advertised by:

- Publishing details of the proposal on the City's website
- Erecting a sign on the development site in a conspicuous location
- Giving written notice to owners and occupiers of affected properties within the prescribed radius.

By clearly defining complex applications the Policy provides certainty to applicants, ensures legislative compliance and provides clearer guidance to assessing officers on when to advertise a proposal.

Preparation and Scope

The Policy has been prepared having regard to, and is largely informed by, the *Western Australian Local Government Association* (WALGA) model Local Planning Policy for advertising development applications. It has been adapted where necessary to reflect the City's local context, planning framework and operational practices, while remaining consistent with the intent and requirements of the Regulations.

The scope of the Policy is deliberately limited to Development Applications only. Advertising associated with strategic planning proposals (such as scheme amendments, structure plans or local development plans) is inherently more bespoke and governed by separate statutory and policy frameworks. Strategic planning processes typically require targeted and tailored consultation approaches depending on the nature, scale and strategic implications of the proposal, and therefore a uniform or blanket advertising approach is not considered appropriate.

To maintain the integrity and impartiality of the development assessment process, planning officers must remain independent from activities intended to influence or shape a proposal and should not facilitate community engagement workshops for applications they may subsequently assess, as this may create a perceived or actual conflict of interest.

The engagement activities outlined in this Policy are therefore intended solely to inform the assessment of a lodged development application and are not intended to satisfy broader community engagement requirements for City-led projects. Where the City is the proponent, community engagement should be undertaken in accordance with the Council Policy 'Community Engagement', which may require public consultation to occur before a development application is lodged.

Duration

The Policy clarifies the duration of public advertising periods prescribed by legislation, being 14 days for 'non-complex' applications and 28 days for 'complex' applications, in accordance with Clause 64 of the Regulations. These statutory timeframes cannot be varied by the City unless the applicant provides their written consent to an extension.

Engagement with Community Associations

The Policy expressly requires engagement with recognised Resident and Ratepayer Associations where a 'complex' development application is proposed. This requirement reflects the role these associations play in representing collective local interests and facilitating informed community input on development proposals.

Where an application is classified as ‘complex’, the Policy mandates that, in addition to standard public advertising requirements, the City will notify the relevant Resident or Ratepayer Association for the suburb in which the subject site is located. Where a development site is located within 200 metres of a suburb boundary, the Policy further requires that the Resident or Ratepayer Association for the adjoining suburb also be notified.

This notification is undertaken concurrently with the statutory advertising process and is intended to ensure that representative community bodies are made aware of proposals that have potential to generate heightened interest or concern. While Resident and Ratepayer Associations do not have a determinative role in the assessment process, their submissions are considered in the same manner as other public submissions, having regard to relevant planning considerations.

Strategic Plans/Policy Implications

Our Places
Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Strengthen unique, liveable and adaptive places.
Plan for growth and sustainable development.

Our Governance
Transparent leadership that listens, communicates openly and plans for a sustainable future.
• Facilitate transparent and accountable governance for today and tomorrow.
Strengthen engagement, communication and enhance customer experience.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation
In accordance with the Planning and Development (Local Planning Schemes) Regulations 2015, new local planning policies must be advertised for a period of 21 days. After the consultation period, the local government must:

(1) Review the proposed policy considering any submissions made; and
(2) Resolve to:
    a. Proceed with the policy without modification; or
    b. Proceed with the policy with modification; or
    c. Not proceed with the policy.

Advertising has now concluded, and a summary of the Community Consultation and the submissions received can be found in Attachment 1.

Risk Management Implications

Should Council not proceed with adoption, the City will be left with no strategic overview on how discretion should be exercised in relation to public advertising of DAs. This may lead to:

- Inconsistent decision making
- Reduced certainty for applicants and the community regarding advertising expectations and consultation processes
- Increased potential for complaints or challenge due to perceived procedural unfairness or lack of transparency
- Ongoing absence of defined ‘complex application’ classes, limiting consistent application of extended advertising provisions permitted under the Regulations
- Less efficient use of officer resources due to continued reliance on case-by-case justification of advertising decisions
- Reputational risk to the City arising from perceptions of inadequate or inconsistent community engagement.

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 20 October 2026 Governance Committee.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Schedule of Submissions

Draft Local Planning Policy 5.24
Advertising Development Applications

Advertised: September 2026



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Acknowledgement of Country

Cockburn Nyungar moort Beeliar boodja-k kaadadjiny. Koora, yeyi, benang baalap nidja boodja-k kaaradjiny.

Ngalak kaditj boodjar kep wer kaadidjiny kalyakool yoodaniny, wer koora wer yeyi ngalak Birdiya koota-djinanginy.

The City of Cockburn acknowledges the Nyungar people of Beeliar Boodjar. Long ago, now and in the future they care for Country.

We acknowledge a continuing connection to Land, Waters and Culture and pay our respects to Elders, past and present.

Background

The City of Cockburn has prepared draft Local Planning Policy 5.24 – Advertising of Development Applications to provide clear and consistent guidance on how development applications are advertised to the community. The draft policy aims to improve transparency, fairness, and consistency in community consultation, while giving applicants, residents, and decision-makers greater certainty about when and how public consultation will occur. It will also help ensure applications are assessed efficiently and within required timeframes.

The draft policy establishes the circumstances in which development applications will be advertised, the methods of notification that will be used, and how submissions received during consultation will be considered. It also introduces clear criteria for identifying "complex applications", which are development proposals considered more likely to generate significant community interest or potential planning impacts. The policy also provides guidance on standard advertising requirements for non-complex applications and explains how submissions are assessed as part of the decision-making process. Importantly, the policy does not propose to change the way development applications are assessed. Rather, it provides greater clarity and consistency around when advertising occurs and how the community can participate in the planning process.

To satisfy statutory requirements within the Planning and Development (Local Planning Schemes) Regulations 2015, the City invited submissions on the draft Local Planning Policy during a 21-day advertising period. Community members and other stakeholders were provided with an opportunity to review the draft and make a formal submission.

This document summarises the advertising process undertaken by the City and the submissions received during the advertising period. It also includes a schedule of submissions received and, where applicable, officer comments in response to matters raised.

Process

Between 9 September 2026 and 30 September 2026, the City invited submissions on the draft Local Planning Policy 5.24 – Advertising of Development Applications.

Submissions could be provided through the following methods:

- Online submission form via Comment on Cockburn
- Written submissions by email
- Written submissions by mail.

To raise awareness of the draft policy and satisfy statutory advertising requirements, the City undertook the following communication activities:

- Project information page on the City's Comment on Cockburn platform
- E-newsletter to all Comment on Cockburn 11,413 e-newsletter subscribers.
- All residents and ratepayers associations within the City were directly contacted.

The Comment on Cockburn project page provided:

- An overview of the draft policy
- A downloadable copy of the draft policy
- Frequently asked questions
- Key dates
- A project timeline
- Access to the online submission form.

The project page was provided as an information resource to support the statutory advertising process. No workshop, drop-in session or broader community engagement activities were undertaken.

During the advertising period:

- The Comment on Cockburn project page received 453 visits
- 6 online submissions were received
- 2 written submissions were received by email or post
- 0 people elected to follow the project page for updates.

All submissions received during the advertising period have been included in this report and considered as part of the assessment process.

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Submission Summary and Key Themes

Submission Summary

During the advertising period, the City received **10 submissions** regarding the draft policy.

Position	Number
Support	7
Oppose	2
No opinion	1
Unsure	0
Total	**9**

Key Themes

Overall, submissions were generally supportive of the draft policy's intent to improve consistency, transparency and community engagement in the advertising of development applications. A common theme raised by submitters was the importance of ensuring that residents who may be affected by a proposal are provided with a meaningful opportunity to participate in the planning process. Several submissions sought greater transparency around the exercise of the City's discretion, particularly where decisions are made not to advertise an application and suggested clearer guidance on the circumstances in which consultation should occur.

Many submissions focused on the scope and effectiveness of community notification. Submitters generally supported a more impact-based approach to consultation, noting that issues such as traffic, parking, noise, overlooking, visual amenity and operating hours can extend beyond adjoining properties. There were also requests for clearer triggers for re-advertising amended proposals where changes may increase impacts on surrounding residents, as well as suggestions to strengthen provisions relating to neighbour consent and notification waivers. Several respondents emphasised the importance of providing

accessible plans and supporting information during consultation periods to allow affected persons to make informed submissions.

A number of submissions also advocated for greater accountability and ongoing evaluation of the consultation process, including suggestions for monitoring, reporting and periodic review of the policy's effectiveness. There was strong support for enhanced consultation requirements for larger or more complex applications, reflecting concerns about potential impacts on neighbourhood amenity, urban character, traffic, tree canopy and environmental outcomes. In addition, a small number of submissions expressed broader dissatisfaction with previous planning and development assessment experiences, including concerns regarding transparency, responsiveness and administrative processes, although these matters were generally outside the scope of the draft policy.
Overall, the feedback indicates broad support for the policy framework, with most suggested modifications seeking to enhance transparency, improve the targeting of community notification, ensure consultation remains proportionate to the scale and impact of proposals, and provide greater confidence that affected residents have an opportunity to be heard before planning decisions are made.

Schedule of Submissions

Introduction

Submissions are presented as received and may contain spelling, grammatical or formatting errors.

Where submitters elected to anonymise their submission, personal details have been removed and replaced with the submitter's relationship to the area and suburb.

Online submissions

#	Date received	Name	Position	Submission	Officer Comment
1.	9/9/26	Jessica Ferguson (Hamilton Hill)	Support	Sounds Reasonable	Noted
2.	9/9/26	Confidential (Hamilton Hill)	Oppose	My experience with the City of Cockburn with our Eco-apartment development (a Class 2 apartments development) was little short of woeful! Cockburn's planning process, from my experience was opaque, cumbersome, outrageously bureaucratic, slow and incredibly expensive. At no stage did any planning officer ever come out to see what we were trying to do, not once was this innovative development seen as a chance to usher in an example of the style of infill development Cockburn desperately needs - retaining trees, small, energy efficient builds and community orientated. Far from being supportive, sadly Cockburn has become a 'handbrake' to innovation and sustainability. It is clear the City of Cockburn is now risk averse. The default is 'if we don't know how to manage a development application, if it is new and untested, we will just play it safe and hand the developer all sorts of planning requirements and BA's rather than seeing how we can work together to find what is desperately needed - planning systems that match the scope, scale and style off this type of small 'missing middle' infill development. Very very disappointing!	Not relevant to draft policy.
3.	9/9/26	Confidential (Yangebup)	Support with Modification	I support the intent of the Draft Local Planning Policy to improve consistency and transparency in the advertising of development applications. However, I believe several provisions should be strengthened to ensure affected residents have a meaningful opportunity to participate. Key concerns: <u>1. Clear reasons where advertising is not undertaken:</u> Where the City has discretion not to advertise an application that could reasonably affect surrounding properties, the decision and reasons should be documented and publicly available. The decision maker's name should be listed publicly.	The support for the intent is noted. In relation to the key concerns raised: 1. Applications that could reasonably have an impact on surrounding properties or the locality will be advertised in accordance with clause 64 of the Deemed Provisions. This includes applications that involve a variation to a development standard or other matter where public advertising is considered necessary by the City. The proposed Policy is intended to provide guidance on the circumstances

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				2. Define “significant” and “potentially significant”: These terms are used extensively but are not sufficiently defined. Clear criteria should be provided to reduce inconsistent decisions between applications. 3. Broader notification where impacts extend beyond adjoining properties: Notification should not be limited to adjoining properties where impacts such as traffic, parking, noise, operating hours, visual impact or amenity may affect a wider area. 4. Re-advertising of amended proposals: Changes to an application or an existing approval should trigger mandatory re-advertising where the changes increase potential impacts on surrounding residents. 5. Review the waiver of notification based on neighbour consent: Any waiver should require confirmation that affected neighbours received the complete proposal and sufficient information to make an informed decision. There should be a mandatory mechanism for any changes to the application to be presented to the neighbours again to sign an amended waiver. CoC should also retain discretion to advertise where impacts may extend beyond those neighbours. 6. Introduce measurable consultation outcomes: The policy should include annual reporting on: number of applications advertised; number not advertised and reasons; notification areas used; number of submissions received; applications modified following consultation; and complaints or issues concerning inadequate notification. 7. Measure the effectiveness of notification: CoC should monitor whether notifications are actually reaching affected properties and periodically review whether notification areas are adequately capturing affected residents. 8. Annual review of the policy: The City should commit to reviewing the effectiveness of the policy after implementation and publishing the results. The policy should ensure that where the City has discretion, that discretion is transparent, consistent and accountable. Public consultation is most effective when residents know about potentially impactful proposals before decisions are made, and when there is evidence that the consultation process is reaching the people it is intended to reach. The above matters should be considered before the policy is adopted.	in which advertising may be undertaken and does not introduce additional statutory reporting or publication requirements. Decisions regarding public advertising are made in accordance with the Planning and Development (Local Planning Schemes) Regulations 2015 and the City's established assessment processes. It would not be feasible to commit to publicly documenting every decision not to advertise, as the vast majority of development applications are not advertised (more than 80%). 2. There is a risk in defining significant or potentially significant too narrowly. The terms are mainly used in section (1) as a planning judgement test; namely: • significant exercise of discretion; • potentially significant urban design or streetscape impacts; • significant variation to bulk, scale or design; • potentially significant amenity impacts; and • significant strategic planning impacts. If the policy were to define them too precisely, there is a risk of: • creating unintended loopholes where a proposal clearly warrants advertising but doesn't meet the definition; • reducing officer discretion; • generating arguments from applicants that a proposal doesn't technically satisfy the definition; and • requiring frequent amendments as

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					new development types emerge. Planning policies commonly rely on ordinary meaning and professional planning judgement for terms such as "significant", particularly where the policy is intended to guide discretion rather than create mandatory triggers. The terms "significant" and "potentially significant" are intentionally used in their ordinary planning context and require the exercise of professional judgement having regard to the specific circumstances of each application. Prescriptive definitions may unnecessarily restrict the City's ability to advertise proposals where impacts warrant community consultation but do not meet a fixed threshold. The policy provides examples of the matters to be considered, including amenity, urban design, streetscape and strategic planning impacts 3. The intent of the policy is not to limit notification to adjoining properties only. Section 4 identifies adjoining owners and occupiers as the minimum notification area for non-complex applications, while expressly allowing the City to extend the notification area where warranted by the nature and extent of a proposal's impacts. In addition, applications with potentially significant amenity, traffic, parking, noise or other broader locality impacts may be advertised under Section 1, and complex applications are subject to wider notification requirements. The policy therefore already provides flexibility to notify a broader area where impacts extend beyond adjoining properties.

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					4. The policy already provides for additional public notice where a proposal is significantly modified prior to determination, or where amendments to an existing approval introduce additional variations. The intent is to ensure that affected persons have an opportunity to comment where changes materially alter the planning impacts of a proposal. Maintaining a degree of discretion is considered appropriate, as not all amendments increase impacts or warrant a further advertising period. 5. The waiver of notification provisions are intended to apply only to Residential Design Code variations that would generally affect adjoining owners and occupiers. The policy requires written confirmation from affected owners and occupiers, and the City has administrative procedures in place to verify ownership, signatures and the validity of consent received. Where an application is amended following the receipt of neighbour consent, the City will determine whether the changes are material and whether further notification or updated neighbour consent is required, having regard to the nature and extent of the changes. The City also retains discretion to undertake public advertising where considered necessary, including where impacts may extend beyond adjoining properties or where broader community consultation is warranted. The existing provisions are considered to provide an appropriate balance between administrative efficiency and community

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					consultation. 6. The suggested reporting requirements are not supported. While the City recognises the importance of transparency in planning decision-making, any reporting framework must be proportionate to the scale of the benefit achieved and the resources required to administer it. The City processes a significant number of development applications each year, the majority of which are not advertised. Collecting, maintaining and publishing detailed statistics on advertising decisions, notification areas, consultation outcomes and reasons for non-advertisement would be administratively burdensome and resource intensive Information on public submissions is already reported for development applications considered by Council and Development Assessment Panels, with this information forming part of the publicly available agenda and reporting process. This is considered a more appropriate and proportionate level of public reporting than publishing consultation data for all development applications. The City also has established customer feedback, complaint and review processes available where a person considers that notification has been inadequate or a planning matter has not been appropriately managed. 7. The City already undertakes notification in accordance with the Planning and Development (Local Planning Schemes)

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					Regulations 2015 and the provisions of this policy. While the City can verify that notification has been issued through the relevant notification methods, there is no practical or reliable mechanism to determine whether affected persons have received, reviewed or chosen to respond to a notification. The policy also provides flexibility for the City to determine an appropriate notification area having regard to the nature and potential impacts of a proposal and, where considered necessary, to extend notification beyond adjoining properties. The effectiveness and appropriateness of notification areas are already considered through the assessment of individual applications, customer feedback processes and periodic reviews of planning policies. Introducing a formal monitoring program would be difficult to implement, resource intensive and unlikely to generate meaningful or reliable data. The existing provisions are considered to provide an appropriate and proportionate approach to community notification. 8. The policy will be reviewed periodically in accordance with Council's policy review cycle and the City's legislative requirements under the Planning and Development Act.
4.	9/9/26	Confidential (Treeby)	Support with modification	As a landowner in Lake Treeby who will move in next year, I support the intent of the proposed policy. I ask the City to consider the following improvements: 1. Notification of owners of vacant or newly settled properties. Please ensure notices are	The support for the intent is noted. In regards to the proposed improvements: 1. All owners and occupiers are required to

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				sent using current ownership records and nominated postal and email addresses. Owners who have not yet moved into their property should not miss the opportunity to comment because a notice was delivered to an unoccupied site. 2. Notification based on the extent of potential impacts Please ensure notification extends beyond adjoining properties or the 200 m radius where a proposal could affect other residents through noise, traffic, overlooking or access changes. Roads, reserves and acoustic walls should not automatically limit the notification area. Treatment of non-responses Where no response is received, the City should record that no submission was made, rather than assume the owner has no objection. Owners may be away for work, travelling or may not have received the notice in time. 3. Further consultation on amended proposals Please require further consultation where amendments materially increase impacts, including noise, traffic, operating hours, overlooking or building bulk, even where they do not introduce an additional variation to a numerical planning standard. 4. Clear and accessible supporting information Please make relevant plans and supporting documents available online from the start of consultation. For residential variations, these should clearly identify the applicable requirement, the proposed variation and its justification, with relevant elevations, levels, shadow diagrams and privacy information so affected owners can make an informed submission.	be notified. This includes owners of vacant land. The City already sends notification of proposals to the service addresses of vacant land. 2. The intent of the policy is not to limit notification solely to adjoining properties or a fixed radius. Section 4 identifies adjoining owners and occupiers as a minimum notification area for non-complex applications and expressly allows the City to extend the notification area where warranted by the nature, scale or potential impacts of a proposal. Section 1 also provides for advertising where a proposal may have potentially significant amenity impacts, including noise, traffic, visual impact, privacy and intensity of use. The policy is considered to already provide sufficient flexibility to ensure notification is tailored to the likely extent of a proposal's impacts. 3. As above 4. The City supports the principle that affected persons should have access to sufficient information to understand and comment on a proposal. The policy already requires plans and documents forming part of a development application to be made available for public viewing during the consultation period and requires advertising material to include details of the proposal and accompanying information. The specific plans and supporting information required to assess a development application vary depending on the nature and complexity of the

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					proposal. Mandating a fixed set of documentation for all applications may not be appropriate or necessary in every circumstance. Where additional information is required to enable proper assessment or consultation, the City may request further documentation from the applicant. Residents will have the contact details of the assessing officer. If further clarification or information is required by neighbour residents, they are free to contact the assessing officer. The existing provisions are considered to provide an appropriate balance between transparency, flexibility and administrative efficiency
5.	9/9/26	Susan (Aubin Grove)	Oppose	My concern is that no-one knows what the "Within the operative statutory framework, to achieve an appropriate balance between the community's reasonable expectations and applicants' development entitlement" means... "To ensure that, before making final decisions on planning proposals of any kind, persons likely to be affected are given an opportunity to comment. Within the operative statutory framework, to achieve an appropriate balance between the community's reasonable expectations and applicants' development entitlement"	Noted. The wording of the objectives are taken from WALGA's model policy templates. In recognition that this objective can be considered verbose, the wording has been adapted to the below: *"To ensure that persons likely to be affected by a planning proposal have an opportunity to comment before a decision is made, while balancing community interests with the reasonable expectations of landowners and applicants to develop their land in accordance with applicable planning controls."*
6.	9/9/26	Leah Knapp (Coolbellup)	Support	Complex applications in particular deserve greater community information and engagement due to greater impact on neighbourhood amenity, tree canopy cover, impacts on traffic, waste, maintenance etc. We seem to be overrun with developers putting houses cheek by jowl on blocks, removing all vegetation and shade. This impacts the entire area aesthetically and environmentally.	Noted. The purpose of the Complex Applications provisions is to provide a higher level of community awareness and consultation for proposals that, due to their scale, complexity or land use, may have broader impacts than typical development applications. The policy recognises that complex applications can have potential implications for matters such as

					neighbourhood amenity, urban character, traffic and access arrangements, and therefore provides for an extended consultation period and broader notification requirements, including notification to surrounding properties, publication on the City's consultation platform and notification of relevant community associations.

Email and postal submissions

#	Date received	Name	Position	Submission	Officer Comment
1.	10/9/26	Confidential (Spearwood)	Oppose	Now why would you contact residence for comment when all along you ignore, fail transparency and fail all reply to significant problems within council identified!	This policy relates to the advertising of development applications which are usually submitted by private developers/proponents. It does not relate to Council matters or projects.
2.	29/9/26	Confidential (Banjup)	Support with modification	I support the objective of improving consistency and transparency in the advertising of development applications. However, based on my personal experience as a resident of Banjup, I believe the draft policy does not adequately protect residents from developments that can have significant impacts on amenity, traffic, noise, safety and the character of rural areas. **Personal Experience** I live adjacent to land where activities have progressively evolved beyond what many residents would reasonably expect in a rural-residential environment. As a neighbouring resident, I have experienced first-hand the consequences of inadequate community notification. The property is associated with activities that I have personally observed, including commercial vehicles, trucks, a bobcat, workers arriving and departing, and other activity that appears more intensive than what I would normally expect in a rural-residential area. Had residents been properly informed of the potential scale and nature of the activities associated with the property, concerns relating to traffic, noise, visual amenity, private nuisance, commercial operations and compatibility with the surrounding rural area could have been raised during the planning process.	The submission raises a number of broader concerns regarding development within rural and Resource-zoned areas, community participation, and the potential cumulative impacts of development. While these concerns are acknowledged, it is important to note that the purpose of the draft policy is not to introduce new development standards or alter the planning assessment framework for particular zones. Rather, the policy is intended to establish a consistent and transparent process for determining when and how development applications are advertised across the City. The policy has been drafted to provide clear guidance on circumstances where advertising will occur, including a range of application types, land uses and development standard variations that automatically trigger consultation. In particular, significant departures from Local Planning Policies, the Local Planning Scheme or other applicable

				Instead, neighbours have found themselves living beside what appears to function as a commercial activity without having had meaningful notice or opportunity to participate in decisions that directly affect their living environment. **Rural Areas Are Different** The draft policy appears to assume that adjoining owner notification is generally sufficient. In rural areas this assumption is flawed. Impacts from development often extend well beyond adjoining properties. Noise, lighting, truck movements, machinery operation, commercial vehicle storage, visual impacts and business activities can affect a much wider area than an urban residential development. Residents do not routinely monitor the City's planning website, and many may never become aware of a development application until construction or business activities commence. A planning system that relies on residents actively searching for applications is not a transparent planning system. **Planning Discretion Requires Greater Public Consultation** The draft policy places considerable reliance on planning discretion to determine whether applications should be advertised and how broadly consultation should occur. In my view, the opposite approach should be adopted. Where a development requires significant planning discretion, this is precisely when public consultation becomes most important. If a proposal is straightforward and fully compliant, extensive consultation may not be necessary. However, where subjective judgement is required, affected residents deserve the opportunity to provide local knowledge and feedback. Applications involving significant planning discretion should be publicly advertised unless there are compelling reasons not to do so. **Incremental Intensification Is Not Adequately Addressed** A significant concern in rural areas is that changes often occur gradually through multiple approvals over time. Large sheds, workshops, hardstand areas, vehicle storage compounds and oversized buildings may individually appear harmless. However, collectively they can facilitate substantial changes in land-use intensity and result in outcomes very different from what neighbouring residents originally anticipated.	planning standards are identified as matters that generally require advertising. While planning discretion is inherent in the planning system, the policy seeks to reduce uncertainty by establishing clearer expectations regarding when advertising is warranted, rather than relying solely on case-by-case judgement. The submission suggests that any proposal involving planning discretion should automatically be publicly advertised. While the City acknowledges the rationale for this approach, planning discretion exists across a broad spectrum of development applications, ranging from relatively minor matters to more substantive proposals. Requiring public advertising for all applications involving any form of discretion would significantly increase the volume of advertised applications, including proposals with limited or highly localised impacts. This may place an unnecessary burden on applicants, affected landowners and City resources, while potentially reducing the effectiveness of consultation by drawing attention away from applications with more significant planning considerations. The draft policy instead adopts a proportionate approach, recognising that consultation should be commensurate with the scale, complexity and potential impacts of a proposal. The policy also provides flexibility for the City to expand the extent of consultation where circumstances warrant broader community engagement. This enables notification areas to be tailored to the likely impacts of a proposal rather than

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				The policy should specifically require the City to consider cumulative impacts and whether a proposal may facilitate future commercial or intensive activities that could affect local amenity. **Planning Discretion Creates Uncertainty** One of my primary concerns with the draft policy is its reliance on planning discretion to determine whether development applications should be advertised and the extent of community consultation. If a proposal fully complies with planning requirements, there is generally little need for discretion. However, where planning discretion is required, it means the proposal falls into an area of subjective judgement rather than clearly meeting established standards. In such circumstances, the decision is no longer simply a matter of applying written planning rules. Instead, City officers must determine whether potential impacts are acceptable. This is precisely when affected residents should have an opportunity to provide input. The draft policy effectively allows the City to decide whether the public should be informed about developments that may significantly affect them. This creates uncertainty, inconsistency and a lack of transparency. If a development proposal requires significant planning discretion, public advertising should be mandatory. Residents should not be excluded from the decision-making process simply because the City has discretion over whether consultation occurs. In my view, the need for planning discretion should be treated as a trigger for public consultation, not as a reason to avoid it. Decisions affecting rural amenity, traffic, environmental values and neighbourhood character should not depend on whether an individual officer believes consultation is necessary. Clear and objective notification requirements would provide greater transparency, fairness and consistency for both residents and applicants. **Resource-Zoned Land Requires Greater Protection** Resource-zoned land performs an important role in preserving: • Rural character. • Landscape values. • Environmental assets. • Wildlife corridors. • Separation between urban and industrial activities. Development within these areas can have consequences extending far beyond immediately adjoining properties.	applying a fixed approach in all circumstances. The concerns regarding rural amenity, commercial activities and the gradual intensification of land uses within Resource-zoned areas are noted. However, these matters relate principally to land use planning controls, development standards and compliance processes rather than the advertising of development applications. The draft policy is not intended to regulate land use intensity, workshop developments, contractor depots, commercial vehicle storage or similar activities. These matters are considered through the City's Local Planning Scheme, State planning framework and the assessment of individual development applications. With respect to cumulative impacts, the City already considers the planning context of individual proposals, including existing approvals and the characteristics of the locality, as part of the statutory assessment process where relevant. The advertising policy itself is not considered the appropriate mechanism for introducing additional assessment criteria relating to cumulative development impacts. The recommendation for a mandatory 28-day advertising period for all Resource-zoned development applications is not supported. Consultation periods are prescribed within the planning framework and the City must remain consistent with these requirements. The policy currently allows for longer advertising periods for complex applications where additional consultation is considered justified, while

				For this reason, all publicly advertised development applications within the Resource Zone should be subject to an enhanced consultation process. **Direct Notification Must Extend Beyond Adjoining Properties** I do not support a notification system that relies solely on adjoining landowners being informed of development applications. In rural areas such as Banjup, the impacts of a development frequently extend well beyond immediately adjoining properties. Noise from machinery, trucks depots, commercial vehicle movements, workshops, contractor depots and business activities can travel considerable distances. Rural residents often choose these areas for their peace, quiet and rural character, yet activities on one property can affect residents hundreds of metres away. It is also important to recognise that what appears to be a simple application may in fact be enabling a larger future use. A shed, workshop, hardstand area, vehicle parking area or storage facility may appear relatively minor in isolation, but can later support a much more intensive activity involving commercial vehicles, machinery, workers, deliveries or business operations. For this reason, residents living within at least 500 metres of a proposal that has the potential to generate noise, traffic, commercial activity, environmental impacts or significant changes to amenity should receive direct written notification. Limiting consultation to adjoining landowners risks excluding many residents who may ultimately experience the impacts of the development. The purpose of consultation should be to identify those who may be affected, not simply those who share a property boundary. Where there is uncertainty about who may be affected, the City should adopt a precautionary approach and notify a wider area rather than a narrower one. Residents cannot raise concerns about a proposal if they are never informed that it exists. **Recommended Changes** I recommend that the policy be amended to: • Where planning discretion is required, public advertising and direct notification of potentially affected residents should be mandatory. • Require a minimum 28-day advertising period for all Resource-zoned and rural developments. • Notify recognised community associations of all publicly advertised applications within their locality. • Require consideration of cumulative impacts arising from multiple approvals on	ensuring that assessment processes remain efficient and reasonable for applicants and the broader community. The suggestion that recognised community associations be notified of all advertised applications has also been considered. While community associations can play an important role in representing local interests, a blanket requirement to notify associations of every advertised application may not be proportionate to the scale or significance of many proposals. For example, minor residential variations that require advertising may not warrant broader community-wide involvement. Such an approach may also inadvertently elevate relatively straightforward planning matters beyond their scale and significance. The draft policy instead provides flexibility for community groups and associations to be notified where the nature, complexity or potential impacts of a proposal justify broader engagement. The submission raises concerns that residents may not become aware of applications that affect them. A key objective of the draft policy is to improve consistency, transparency and certainty around advertising practices. The policy achieves this by establishing clear expectations for notification methods, advertising triggers and consultation processes, while retaining sufficient flexibility to respond to the unique circumstances of different applications. Overall, the concerns raised have been noted. However, the City considers that the draft policy appropriately balances the objectives of transparency and community participation with efficiency,

				the same property. • Require broader consultation for proposals involving large sheds, workshops, hardstand areas, contractor depots, commercial vehicle storage, machinery parking, very large complex and similar developments. **Conclusion** My experience demonstrates that developments capable of fundamentally changing the character and amenity of a rural area can occur without affected residents receiving meaningful notice. The purpose of public consultation should be to ensure genuine community awareness and participation, not simply to satisfy a minimum procedural requirement. Unless the policy is strengthened, there remains a real risk that residents will continue to discover significant developments only after approvals have been granted and the impacts are already being experienced. Banjup is predominantly a Resource-zoned, rural-residential community. Residents choose to live here because of its rural character, environmental values, lower population density, wildlife habitat and separation from more intensive urban, commercial and industrial activities. As a resident, I am concerned that neighbouring properties can gradually evolve into supporting commercial or industrial-style activities without affected residents being adequately informed during the planning process. Residents should not discover only after approvals have been granted that nearby developments may result in increased truck movements, machinery use, worker attendance, noise, lighting, storage activities or other impacts that are not typically associated with a rural-residential environment. The City should place greater emphasis on ensuring that people who may be affected are directly informed and given the opportunity to participate in planning decisions before approvals are granted. This is particularly important in Banjup, where impacts can extend well beyond adjoining properties and where preserving rural amenity remains a fundamental community expectation.	proportionality and available resources. The policy provides a structured framework for advertising development applications while allowing consultation efforts to be scaled according to the complexity and potential impacts of individual proposals
3.	30/9/26	Cancer Council	Support with Modification	As the peak non-government cancer control organisation in Western Australia, Cancer Council WA advises the State Government and other bodies on practices and policies to help prevent, detect and treat cancer, and support people with cancer. We develop, promote and contribute to policy and initiatives to reduce the incidence and impact of cancer on the Western Australian community.	The City acknowledges the concerns raised and appreciates the recommendation to treat applications for Fast Food Outlets and Lunch Bars in all Centre zones as complex applications requiring advertising. However, the City

				In the spirit of deepening relationships, Cancer Council WA acknowledges all the Traditional Custodians of Country throughout Western Australia and recognises their continuing connection to land, waters, sky, and community. We also pay our respect to their Elders and extend that respect to all Aboriginal peoples living and working in this area. We welcome the opportunity to comment on the City of Cockburn's Draft Local Planning Policy 5.24 – Advertising Development Applications (Draft LPP 5.24). **Our interest in the Draft LPP 5.24 – Advertising Development Applications** The design of our neighbourhoods has a significant impact on our quality of life and wellbeing. The State Planning Strategy 2050 identifies health and wellbeing as an essential planning consideration. The built environment influences health behaviours, access to services, and exposure to risk factors associated with disease, including cancer. Many of the leading modifiable cancer risk factors are directly influenced by the built environment, including unhealthy diets, alcohol use, tobacco use and exposure, and excess ultraviolet exposure. The objectives of the Draft LPP 5.24 include ensuring that persons likely to be affected by a planning proposal are given the opportunity to comment and that a balance between community expectations and development entitlements is achieved. Given the impact development applications can have on community health and wellbeing, it is important for members to be informed of the development and receive the opportunity to provide input. We commend the City for including the treatment of small bars and liquor stores in all zones as complex applications that will be subject to advertising for a minimum of 28 days. Alcohol-related harms are high in Western Australia, and include injury, violence, and chronic diseases, such as cancer. There is compelling evidence from Australia and internationally that reducing the availability of alcohol is an important strategy within a comprehensive approach to reduce harm from alcohol. Cancer Council WA therefore supports measures in local planning frameworks to limit the availability of alcohol and enable communities to have a say over outlets that open in their neighbourhoods. Cancer Council WA suggests similar advertising considerations for Fast Food Outlets/Lunch Bars due to their impact on the health and wellbeing of local communities. **Evidence to support our submission – Fast Food Outlets** Living with overweight (including obesity) is the leading risk factor contributing to total disease burden in Australia, and increases the risk of thirteen different types of cancer. Illness from living with overweight or obesity cost Western Australian hospitals an estimated $338.7 million in 2016, and is estimated to reach $610.1 million in 2026.	is unable to support this recommendation. Under the City of Cockburn Local Planning Scheme No. 3, Fast Food Outlets and Lunch Bars are either a Permitted ("P") or Discretionary ("D") land use within the relevant zones. Where a use is classified as a "P" use and the proposal complies with all applicable development standards, there is generally no discretion to refuse the application and advertising is not required. While advertising may be undertaken for certain development applications where planning discretion exists, the policy cannot override the provisions of the Local Planning Scheme by requiring all Fast Food Outlet or Lunch Bar applications to be advertised or treated as a discretionary use. Notwithstanding this, where a Fast Food Outlet or Lunch Bar proposal involves a planning discretion, such as a variation to a development standard, the City retains the ability to consider whether advertising is appropriate having regard to the circumstances of the application and the principles set out in the policy. The draft policy is intended to provide a framework for determining when advertising should occur, rather than create new requirements that are inconsistent with the Scheme.

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				Fast food outlet density and proximity impacts dietary intake and obesity rates. Increasing exposure (number and proximity) to fast food outlets increases fast food intake and living with overweight (including obesity), particularly in lower socio-economic neighbourhoods. The most disadvantaged suburbs in Perth have more than twice the number of fast food outlets compared to the most advantaged. In Perth, 97 per cent of secondary schools are located within 1km of at least one fast food outlet, with an average of 12.6 fast food outlets per school. The Western Australian Department of Health has reviewed the evidence regarding food, built environments and obesity and consequently recommend planning laws and frameworks are utilised and amended to limit unhealthy food outlets and support access to healthy food outlets, including near schools. Almost 50 per cent of secondary school students frequent fast food outlets near their schools to purchase unhealthy food on a weekly basis, and it is more likely when the fast food outlets are the most common chain outlets (i.e. McDonald's, KFC, Hungry Jacks, Subway). Recent studies have demonstrated how food outlets near schools influence children's behaviour due to their accessibility, affordability and appeal, normalising unhealthy food and poor dietary habits. Interviews with school personnel have further shown these outlets to undermine schools' health promoting efforts and create classroom disruptions. Cancer Council WA analysed six years of Development Assessment Panel (DAP) applications and community consultations regarding drive-through fast food outlets across Western Australia and found that communities consistently object to and do not want more fast food outlets. The *We don't need another Maccas* report shows residents consistently oppose the establishment of such outlets in their area with concerns about health, antisocial behaviour, traffic, noise, pollution and impact on town character. A recent study examining the concerns and experiences of residents pre and post the development of a fast food outlet in the Perth urban fringe and growth areas demonstrated that concerns over health, traffic safety, pollution, and property value were in fact realised post-development of the outlet. The City of Cockburn residents have demonstrated strong opposition to fast food developments in previous development applications. The development of three fast food outlets opposite Hammond Park Primary School (DAP/23/02623) received over 250 objections, raising issues around the impacts on health, traffic, amenity, loss of neighbourhood character, and proximity to schools. Community members petitioned and rallied against the proposal. The development of fast food outlets has a clear impact on local community. As noted in the Draft LPP 5.24, community feedback helps identify local issues and impacts that should be considered as part of the assessment process. The impact of fast food outlets, particularly drive-through fast food outlets, on local community warrants additional consideration for the advertising of these development applications. It is in the	

				best public interest for community members to be notified and given the opportunity to comment on applications that have a demonstrated impact on their health and wellbeing. Due to their impact on residents' wellbeing, Cancer Council WA recommends including development applications for 'Fast Food Outlets' and 'Lunch Bars' in all Centre zones to be treated as complex applications to ensure community members can have a fair say. **Conclusion** Cancer Council WA supports measures that promote vibrant, liveable neighbourhoods. The health and wellbeing of community must be supported by health promoting environments to prevent behaviours associated with chronic diseases including cancer. We commend the work Western Australian local governments are already doing to support the health of their residents and acknowledge the important role local governments play in shaping local environments. The health and wellbeing of community must be supported by health promoting environments. Ensuring community members are informed and have a say in development applications that can impact their health and wellbeing is a significant step to creating healthy, liveable communities.	
4.	30/9/2026	Banjup Residents' Group	Support with modifications	The Banjup Residents Group (BRG) supports the objective of improving consistency and transparency in the advertising of development applications. However, we are concerned that the proposed policy may not adequately inform affected residents of developments that could significantly impact rural amenity, traffic, environmental values and the character of our community. The policy assumes that affected persons will become aware of development applications through adjoining landowner notification, online advertising or other discretionary measures. In practice, many residents in rural and Resource-zoned areas may never become aware of a development proposal until construction has commenced. Non complex applications may only require notification of adjoining owners and occupiers and are only advertised for 14 days. For many residents this is inadequate. People do not routinely monitor planning websites, may be travelling, or may not be directly adjoining a site despite being significantly affected by the proposal. Rural impacts frequently extend beyond immediately adjoining properties, particularly where developments generate noise, traffic, commercial vehicle movements, lighting or visual impacts. BRG therefore considers that the current approach risks excluding affected residents from the planning process.	The City supports the importance of transparency and consistency in development assessment and acknowledges the concerns raised regarding notification of development proposals in rural and Resource-zoned areas. However, several of the recommendations are not supported for the reasons outlined below. The policy is intended to provide a consistent framework for determining appropriate levels of consultation across the City rather than introducing separate notification regimes for particular localities or zones. While the City acknowledges that rural areas may have different characteristics and potential impacts compared to urban areas, it is not considered appropriate for the policy to establish broad, zone-specific advertising requirements. The

				Over-Reliance on Planning Discretion A recurring concern throughout the policy is the reliance on City discretion to determine whether applications are advertised, whether broader consultation is required, or whether an application should be treated as complex. While some level of professional judgement will always be necessary, the policy does not clearly explain: • When discretion should be exercised. • What factors justify broader consultation. • Why some developments may not be advertised. How the City will ensure consistency between applications. This creates uncertainty for residents and applicants alike. BRG submits that where discretionary planning judgement is required, this should generally be regarded as an indicator that broader community consultation may be warranted. If a proposal fully complies with planning requirements, extensive consultation may not be necessary. However, where an application relies on planning discretion, departs from normal expectations, creates potential impacts or requires subjective assessment, those circumstances are precisely when community input becomes most important. BRG recommends that: Where significant planning discretion is required, public advertising should be mandatory unless the City can clearly demonstrate why additional consultation is unnecessary. The reasons for exercising discretion should also be documented and publicly available to ensure transparency and accountability. **Resource Zone and Rural Areas Require Greater Scrutiny** The policy applies uniformly across the City, despite the very different characteristics of urban and rural areas. Resource-zoned land in Banjup serves an important function through: • Preservation of rural character. • Environmental and landscape values. • Wildlife corridors. • Separation of incompatible land uses. • Reduced urban intensity. Development proposals in these areas can have impacts extending well beyond neighbouring properties. BRG therefore believes that applications in Resource-zoned and rural areas should automatically receive a higher level of public notification and consultation.	assessment of notification requirements is instead based on the nature, scale and potential impacts of a proposal. The City does not support the recommendation to reduce or remove planning discretion from the notification process. Planning discretion is a fundamental component of the planning framework and is exercised in the assessment of a significant proportion of development applications. The existence of discretion does not necessarily indicate that broader community consultation is warranted. In many cases, planning discretion may relate to matters with highly localised impacts, such as a minor setback variation affecting a single adjoining property. The policy therefore seeks to provide guidance on when advertising may be appropriate, while retaining the ability for officers to exercise professional judgement based on the circumstances of each application. Similarly, the City does not support making public advertising mandatory for all applications involving planning discretion. Such an approach would result in a substantial increase in the number of applications subject to public consultation, including many proposals with limited impacts beyond adjoining landowners. This would be inconsistent with the principle of proportionality that underpins the planning system and would create unnecessary delays and administrative burden for applicants, the community and the City. The City notes the recommendation to automatically notify recognised

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				Emerging Commercial Activities and Incremental Development BRG members have observed situations where development initially appears relatively benign but eventually results in substantial changes to land use and neighbourhood character. Examples may include applications for: • Large sheds. • Workshops. • Storage buildings. • Vehicle and machinery parking areas. • Ancillary rural infrastructure. • Oversized residential developments where the scale, room numbers or design suggest the potential for future commercial, or other non-residential activities. While these applications may appear straightforward in isolation, they may later support more intensive activities involving: • Commercial vehicles. • Contractor operations. • Machinery storage. • Increased traffic movements. • Increase numbers of commercial trucks parking • Ongoing business activities. • Advertising of business activities. • Large buildings containing numerous rooms, raising questions about whether they are genuinely intended for a family residence. • Extensive parking areas that do not appear consistent with the needs of a typical family residence. Residents frequently become concerned when these impacts emerge after the original approval was granted. The policy does not adequately address cumulative and non-cumulative impacts or situations where multiple applications over time result in a significantly different overall outcome than originally anticipated. BRG recommends that: The City should consider cumulative and non cumulative impacts arising from multiple or single applications on the same site and require broader consultation where approvals may facilitate substantial changes in land use intensity or amenity. **Community Associations Should Be Notified**	community associations of all advertised applications. While community associations play an important role in facilitating engagement within their local areas, many applications are advertised to address impacts affecting a small number of neighbouring properties and are not of broader community significance. Requiring notification of community associations for every advertised application would not be practical or resource efficient and is not considered necessary to achieve the objectives of the policy. The draft policy retains notification of community associations for complex applications where broader community interest is anticipated. The City also does not support extending the advertising period for all applications in Resource-zoned and rural areas to 28 days. The Planning and Development (Local Planning Schemes) Regulations 2015 prescribe a maximum advertising period of 14 days for standard development applications. A longer advertising period may be applied where an application is classified as complex. The draft policy reflects this statutory framework and cannot introduce a blanket 28-day advertising requirement for non-complex applications. In relation to concerns regarding incremental development and future land use intensification, development applications must be assessed on their individual merits against the applicable planning framework and land use definitions. The policy is specifically concerned with the advertising of

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				The draft policy only requires notification of community associations for complex applications. BRG considers this a significant weakness. Community associations often serve as the primary source of planning information for local residents. Restricting notification to complex applications creates a risk that significant local issues may go unnoticed simply because an application was not formally categorised as complex. BRG recommends: Recognised community associations should be notified of all development applications that are publicly advertised within their locality. This would significantly improve transparency and ensure residents are informed in a timely manner. **14-Day Advertising Period Is Inadequate** The policy adopts the minimum statutory notification period of 14 days for non-complex applications. BRG considers this insufficient for rural communities. Residents require adequate time to: • Become aware of the proposal. • Review plans and supporting documents. • Understand potential impacts. • Seek clarification where necessary. • Prepare meaningful submissions. A 14 day period may expire before many affected residents are even aware that an application exists. BRG recommends: Development applications within Resource-zoned and rural areas should be advertised for a minimum of 28 daysregard less of whether they are classified as complex or non-complex. **Best Practice Public Notification** BRG recommends that development applications be advertised using multiple methods rather than relying on a single notification mechanism. At a minimum, publicly advertised applications should include: • Direct notification to affected property owners and occupiers. • Notification to recognised community associations. • Publication on the City's website. • A prominent sign erected on the site. • A QR code linking directly to application documents. • Email alerts for residents who subscribe to planning notifications.	development applications and is not intended to regulate speculative future uses that may or may not occur. Where future development or changes of use require separate approvals, those proposals would be subject to assessment and consideration under the relevant planning framework at that time. The City considers that the draft policy already provides sufficient flexibility to require broader advertising where the scale, nature or potential impacts of a proposal warrant wider community consultation. This includes the ability to expand the notification area beyond adjoining landowners where appropriate. The policy therefore seeks to balance meaningful community participation with a proportionate and efficient development assessment process.

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				The objective should be genuine awareness rather than merely satisfying minimum procedural requirements. **Conclusion** BRG supports the intent of the policy but believes significant strengthening is required to improve transparency, accountability and community confidence. In particular, BRG requests: 1. Removal of the planning discretion. 2. Expanded consultation requirements in Resource-zoned and rural areas. 3. Automatic notification of recognised community associations. 4. A minimum 28-day advertising period for rural and Resource-zoned developments. 5. Consideration of cumulative and non-cumulative impacts from staged or incremental development. 6. Broader notification for applications involving large sheds, workshops, contractor yards, containers, commercial vehicle storage, large building or activities capable of evolving into more intensive land uses. Without these changes, there remains a risk that developments with significant long-term impacts on rural amenity, traffic, environmental values and community character may proceed with limited public awareness or opportunity for meaningful community participation.	

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Comment on Cockburn Statistics

The Comment on Cockburn project page was established to provide a central source of information and advertising for the draft policy. The page provided background information, frequently asked questions, supporting documents and a mechanism for lodging online submissions.

Metric	Result
Project page visits	453
Online submissions	6
Postal submissions	0
Email submissions	4
Total submissions	10
Project followers	0

Supporting Documents

The following documents were made available to assist the community's understanding of the proposal:

- Draft Local Planning Policy
- Frequently asked questions
- Submission information.

Next Steps

All feedback received during the consultation period will be reviewed and the proposal will be assessed against the planning framework.

The draft policy, along with all submissions, will be presented to the Governance Committee for consideration before a recommendation is made to Council.

Council will resolve whether to adopt the policy (with or without amendment) or to not proceed.

The City of Cockburn would like to thank all individuals and organisations who took the time to review the draft policy and provide a submission.

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

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Title	**ADVERTISING OF DEVELOPMENT APPLICATIONS**
Policy Number (Governance Purpose)	**LPP 5.24**

Policy Type

Local Planning Policy

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This policy may be cited as Local Planning Policy (LPP) 5.24

Introduction

The Town Planning Scheme includes a number of clauses relating to public notice for development applications. Many requirements relating to public notification of development applications are mandatory, while others provide the City with discretion as to whether a proposal is to be advertised and the method of advertising.

This policy provides guidance on the exercise of discretion under Town Planning Scheme No. 3 in terms of when public notice is given for development applications, and the means and duration of public notice periods, where these periods are not prescribed by the Town Planning Scheme.

Community feedback helps identify local issues and impacts that should be considered as part of the assessment process.

This policy provides guidance for the consistent advertising of development applications. Each application will continue to be assessed on its individual merits, having regard to the Town Planning Scheme and other relevant planning considerations. It should not be assumed that the City is limited only to the provisions of this policy when exercising its planning discretion.

Applicants are strongly encouraged to discuss proposals with adjoining owners and occupiers prior to the submission of any development application. It is important to note that this Local Planning Policy does not constitute part of the Town Planning Scheme and therefore does not bind the City in respect of any application for planning approval but requires the City to have due regard to the provisions of the Policy, including its objectives.

Should there be any conflict between this Policy and the Town Planning Scheme, then the provisions of the Scheme prevail.

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This policy does not replace or alter the Council's obligations under the Freedom of Information Act 1992.

Objectives

- To provide for a consistent approach to the circumstances when public notice is undertaken, and the means and duration of public notice periods, of planning proposals.
- To recognise the balance between the need for the community to be informed of, and have reasonable opportunity for input into, planning proposals, and the administrative need to process planning proposals in an efficient manner, and within prescribed statutory timeframes.
- To outline the process the City will use when undertaking advertising and considering submissions.
- To ensure that, before making final decisions on planning proposals of any kind, persons likely to be affected are given an opportunity to comment.
- ~~Within the operative statutory framework, to achieve an appropriate balance between the community's reasonable expectations and applicants' development entitlements.~~
- To ensure that persons likely to be affected by a planning proposal have an opportunity to comment before a decision is made, while balancing community interests with the reasonable expectations of landowners and applicants to develop their land in accordance with applicable planning controls.
- To provide greater consistency and transparency around when development applications are advertised and how the community can provide feedback.

Application

This policy applies to the entire Scheme area of the City of Cockburn and will be applied by the City when making discretionary decisions relating to advertising of development applications only. In circumstances where advertising is undertaken, it will include both owners and occupiers of properties that, in the opinion of the City, may be affected by the proposal and/or other stakeholders where these are identified.

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This policy also applies to Development Applications for which the City is not the final decision making authority, such as application to be determined by a Development Assessment Panel or the Western Australian Planning Commission (if advertising is permitted).

This policy does not apply to planning scheme amendments, local/district structure plans, the adoption of local planning policies, planning strategies, local development plans or any other strategic planning document.

This policy does not apply to planning referrals to statutory bodies or government agencies as required under clause 66 of the Deemed Provisions.

This policy does not apply to public engagement undertaken by the City.

Policy Provisions

(1) Requirement to give notice of certain Development Applications

In addition to where notice is prescribed by the Scheme, public notice will also be given of the following development applications prior to consideration for approval where the ~~approval~~ application:

- Involves development on a site listed on the Register of Heritage Places under the Heritage of Western Australia Act 1990, listed on the Scheme Register of Heritage Places or included in a Heritage Area declared under the Scheme, where that application involves the permanent or semipermanent alteration to the built fabric of any structure on the land
- Proposes the demolition of any building or structure on a site listed on the Register of Heritage Places under the Heritage of Western Australia Act 1990, listed on the Scheme Register of Heritage Places or included in a Heritage Area declared under the Scheme or a site listed on the Municipal Inventory
- Involves a significant exercise of discretion in terms of the Scheme, Residential Design Codes or Policy provisions
- Involves potentially significant urban design or streetscape impacts
- Represents a significant variation to the bulk, scale or design of the existing surrounding buildings

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- Has potentially significant amenity impacts on nearby residential areas or neighbours in terms of visual impact, streetscape, privacy, noise, intensity of use, traffic generation and adequacy of parking

- Has significant strategic planning impacts in terms of the implementation of a strategic planning objective, the scale of the development, or are significantly different from the predominant and expected pattern of land use with the locality

Notwithstanding the above, planning proposals that do not meet the above criteria are able to be advertised, at the discretion of the City if it is considered in the public interest to do so.

(2) Variations to the Residential Design Codes

The City, in accordance with Part A of the R-Codes, may advertise proposed variations to the R-Codes where in the opinion of the decision maker such a variation may adversely impact an adjoining owner.

The City will only advertise variations to the deemed-to-comply provisions of the R-Codes. Submissions pertaining to compliant aspects of the dwelling design cannot be considered.

The City may waive the notification requirements in respect of residential planning applications involving the exercise of discretion under the Residential Design Codes where the applicant provides a copy of the application plan/s including a certification by the owners and occupiers of the adjoining property stating that they have no objections to the proposal. Signatures should include all persons shown as the owners on the Certificate of Title and ownership details will be confirmed.

Certifications must include:

- The full name of the owner/s and occupier/s certifying non-objection clearly printed and a signature
- A statement indicating no objection to the proposal; and
- A current contact address and contact phone number

Title	**ADVERTISING OF DEVELOPMENT APPLICATIONS**
Policy Number (Governance Purpose)	**LPP 5.24**

(3) Complex Applications

The following development applications shall be treated as complex applications for the purposes of Clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 (excluding amendments to existing authorised development):

- Childcare Centres in the Residential Zone
- Medical Centres in the Residential Zone
- Health Studios in the Residential Zone
- Smalls Bars in all zones
- Liquor Stores in all zones
- Restricted Premises in all zones
- Night Clubs in all zones
- New Activity Centres or substantial expansions of existing Activity Centres
- Any use not listed in the Zoning Table of Town Planning Scheme 3
- Proposals of $15 million or more (excluding public works, single or grouped dwellings and industrial developments)

Complex applications will be advertised for a minimum of 28 days by doing all of the following (in accordance with the Regulations):

- Publishing details of the proposal on Comment on Cockburn;
- Giving notice to owners and occupiers of every property within 200m of the proposed development; and
- Erecting a sign in a conspicuous place on the land subject of the application

In addition, the City will notify the relevant Community/Residents' Associations of the suburb within which the complex application is located. Should the subject site be located within 200m of a suburb boundary, the Community Association of that suburb will also be notified. The list of Community Associations that will be notified are found on the City's website.

Not withstanding the above, the City may treat any application before it as complex at the discretion of the City if it is considered in the public interest to do so.

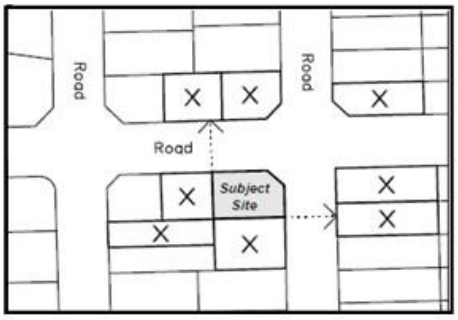
(4) Non-Complex Applications (excluding R-Code Variations)

Development applications that require advertising (such as 'A' uses or uses identified in section (1) above) by notifying adjoining owners/occupiers of the proposal.

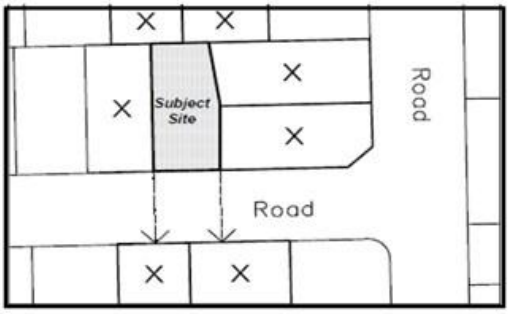
Adjoining property means any land (or owner of land) which abuts an application site or is separated from the site by only a pathway, driveway, right-of-way or similar thoroughfare.

Title	**ADVERTISING OF DEVELOPMENT APPLICATIONS**
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Example 1



Example 2



The above examples are a minimal guide only and the City may, at its discretion, advertise the proposal to a larger radius. Logical geographical breaks may be taken into consideration when determining a larger radius, such as street ends, culs-de-sac, grouped dwelling arrangements and lot layouts.

(5) Contents of Advertising Materials

In advertising a development application, the City will specify:

- The details of the proposal and any accompanying material in relation to the application
- The manner and form in which submissions may be made
- The applicable period for making submissions and the last day of that period
- How affected persons can view plans or seek further information

(6) Availability of Documents

All plans and documents forming part of the development application shall be made available for public viewing and access during the public consultation period of that proposal. The documentation may be viewed at the City's Administration building without appointment.

Affected persons may also request digital copies of the material, subject to the City's privacy obligations.

(7) Applications where the City is not the decision maker

Public notice will be given of development applications where the City is not the decision maker in the same way as those where the final decision is made by the City.

Title	**ADVERTISING OF DEVELOPMENT APPLICATIONS**
Policy Number (Governance Purpose)	**LPP 5.24**

A full copy of any submission received will be forwarded to the decision maker. The City will inform submitters of the decision maker's final decision.

(8) Procedures for dealing with submissions

Copies of written submissions will be given to the applicant to provide the applicant the opportunity to respond to issues raised in any submissions. Personal details such as names, telephone numbers and addresses will not be given to the applicant.

Should the application be considered by Council, the applicant, the landowner, and all parties who have made a submission on the development application will be notified in writing of the date at which an item will be listed on a meeting agenda. In all cases, the City will endeavour to ensure that the written notification is provided at least one week prior to the scheduled meeting date.

Officer reports to Council will include a summary of the issues raised in any of the submissions received as part of the consultation process. If the text of a submission is to be included in the report, the author's personal details will not be identified.

The applicant, the owner and all authors of submissions will be advised of the decision of the City in the form of a written notification of the decision (and any associated conditions advisory notes, or refusal reasons if deemed relevant by the City).

(9) Consideration of Submissions

The City, in assessing a development application, will have regard for any submissions received during public advertising. The City has a duty to properly balance its consideration of all relevant factors in an objective and impartial manner. The opinions of neighbours and the wider community (where relevant), help the City and the Council by highlighting local issues and concerns which need to be considered and assessed in the consideration of a development application.

However, the City's officers and the Council are not obliged to agree with, or uphold, every opinion expressed, nor to incorporate all suggestions into its decision.

As the responsible planning authority, the City cannot consider non-planning matters. Submissions which are based on civil or non-planning matters will not be considered. These include:

- Possible impact on property values
- Neighbour disputes
- Competition/business impacts
- Construction inconvenience during building works

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If no submissions are received by the City within the prescribed time frame, it will be assumed that those who had been notified have no objection to the proposal.

Public notification is given to consider the impact a proposal may have on amenity. In assessing a development application, the City will give greater weight to planning related matters raised, rather than the number of signatures or volume of correspondence received. The City may decline to consider anonymous petitions or submissions where the identity and address of the signatories cannot reasonably be verified. Submissions will be treated confidentially if the submitter requests their identity remain confidential

The City will assess each submission on the merit of the planning issues it raises. The total number of submissions received, or the proportion of objections and non-objections, is not a relevant consideration in the assessment process.

Public notification of a development application is therefore not intended to provide a mechanism for gauging community support or opposition by way of a 'vote', but to identify relevant planning matters for consideration.

(10) Duration of public notice

The periods for public notice of development applications are prescribed by Clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015. These are:

- Complex applications: 28 days
- Non-Complex applications: 14 days

The public notice period may be extended with the consent of the applicant.

The period for public advertising excludes *holiday periods* as defined by the Regulations. These periods are:

- A period commencing on 25 December in a year and ending on the next 1 January; or
- A period of 7 days commencing on Good Friday in a year

(11) Additional public notice of proposal previously advertised

Additional public notice shall be given in the same manner under the provisions of this policy where:

- a planning proposal is subsequently significantly modified prior to its final determination and additional variations arise from the modifications; or

Title	**ADVERTISING OF DEVELOPMENT APPLICATIONS**
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- Where the application to amend an existing planning approval is received, and additional variations arise from the proposed amendments;

(12) Refusal of applications without giving of public notice

Any planning proposals may be refused by the City without the giving of public notice.

(13) Cost of Advertising

In accordance with the Planning and Development Regulations 2009, the City will recover the cost of advertising from the applicant. The cost of advertising shall be payable prior to the commencement of advertising. Additional advertising costs incurred by the City following the initial payment shall be recovered prior to the determination of the development application.

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Policy Number (Governance Purpose)	**LPP 5.24**

Strategic Link:	
Category	
Lead Business Unit:	
Public Consultation: **(Yes or No)**	
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

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Title	**ADVERTISING OF DEVELOPMENT APPLICATIONS**
Policy Number (Governance Purpose)	**LPP 5.24**

Policy Type

Local Planning Policy

Citation

This is a Local Planning Policy prepared under Schedule 2 of the Planning and Development (Local Planning Schemes) Regulations 2015. This policy may be cited as Local Planning Policy (LPP) 5.24

Introduction

The Town Planning Scheme includes a number of clauses relating to public notice for development applications. Many requirements relating to public notification of development applications are mandatory, while others provide the City with discretion as to whether a proposal is to be advertised and the method of advertising.

This policy provides guidance on the exercise of discretion under Town Planning Scheme No. 3 in terms of when public notice is given for development applications, and the means and duration of public notice periods, where these periods are not prescribed by the Town Planning Scheme.

Community feedback helps identify local issues and impacts that should be considered as part of the assessment process.

This policy provides guidance for the consistent advertising of development applications. Each application will continue to be assessed on its individual merits, having regard to the Town Planning Scheme and other relevant planning considerations. It should not be assumed that the City is limited only to the provisions of this policy when exercising its planning discretion.

Applicants are strongly encouraged to discuss proposals with adjoining owners and occupiers prior to the submission of any development application. It is important to note that this Local Planning Policy does not constitute part of the Town Planning Scheme and therefore does not bind the City in respect of any application for planning approval but requires the City to have due regard to the provisions of the Policy, including its objectives.

Should there be any conflict between this Policy and the Town Planning Scheme, then the provisions of the Scheme prevail.

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Policy Number (Governance Purpose)	**LPP 5.24**

This policy does not replace or alter the Council's obligations under the Freedom of Information Act 1992.

Objectives

- To provide for a consistent approach to the circumstances when public notice is undertaken, and the means and duration of public notice periods, of planning proposals.
- To recognise the balance between the need for the community to be informed of, and have reasonable opportunity for input into, planning proposals, and the administrative need to process planning proposals in an efficient manner, and within prescribed statutory timeframes.
- To outline the process the City will use when undertaking advertising and considering submissions.
- To ensure that, before making final decisions on planning proposals of any kind, persons likely to be affected are given an opportunity to comment.
- To ensure that persons likely to be affected by a planning proposal have an opportunity to comment before a decision is made, while balancing community interests with the reasonable expectations of landowners and applicants to develop their land in accordance with applicable planning controls.
- To provide greater consistency and transparency around when development applications are advertised and how the community can provide feedback.

Application

This policy applies to the entire Scheme area of the City of Cockburn and will be applied by the City when making discretionary decisions relating to advertising of development applications only. In circumstances where advertising is undertaken, it will include both owners and occupiers of properties that, in the opinion of the City, may be affected by the proposal and/or other stakeholders where these are identified.

This policy also applies to Development Applications for which the City is not the final decision making authority, such as application to be determined by a Development Assessment Panel or the Western Australian Planning Commission (if advertising is permitted).

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This policy does not apply to planning scheme amendments, local/district structure plans, the adoption of local planning policies, planning strategies, local development plans or any other strategic planning document.

This policy does not apply to planning referrals to statutory bodies or government agencies as required under clause 66 of the Deemed Provisions.

This policy does not apply to public engagement undertaken by the City.

Policy Provisions

(1) Requirement to give notice of certain Development Applications

In addition to where notice is prescribed by the Scheme, public notice will also be given of the following development applications prior to consideration for approval where the application:

- Involves development on a site listed on the Register of Heritage Places under the Heritage of Western Australia Act 1990, listed on the Scheme Register of Heritage Places or included in a Heritage Area declared under the Scheme, where that application involves the permanent or semipermanent alteration to the built fabric of any structure on the land
- Proposes the demolition of any building or structure on a site listed on the Register of Heritage Places under the Heritage of Western Australia Act 1990, listed on the Scheme Register of Heritage Places or included in a Heritage Area declared under the Scheme or a site listed on the Municipal Inventory
- Involves a significant exercise of discretion in terms of the Scheme, Residential Design Codes or Policy provisions
- Involves potentially significant urban design or streetscape impacts
- Represents a significant variation to the bulk, scale or design of the existing surrounding buildings
- Has potentially significant amenity impacts on nearby residential areas or neighbours in terms of visual impact, streetscape, privacy, noise, intensity of use, traffic generation and adequacy of parking
- Has significant strategic planning impacts in terms of the implementation of a strategic planning objective, the scale of the development, or are significantly

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different from the predominant and expected pattern of land use with the locality

Notwithstanding the above, planning proposals that do not meet the above criteria are able to be advertised, at the discretion of the City if it is considered in the public interest to do so.

(2) Variations to the Residential Design Codes

The City, in accordance with Part A of the R-Codes, may advertise proposed variations to the R-Codes where in the opinion of the decision maker such a variation may adversely impact an adjoining owner.

The City will only advertise variations to the deemed-to-comply provisions of the R-Codes. Submissions pertaining to compliant aspects of the dwelling design cannot be considered.

The City may waive the notification requirements in respect of residential planning applications involving the exercise of discretion under the Residential Design Codes where the applicant provides a copy of the application plan/s including a certification by the owners and occupiers of the adjoining property stating that they have no objections to the proposal. Signatures should include all persons shown as the owners on the Certificate of Title and ownership details will be confirmed.

Certifications must include:

- The full name of the owner/s and occupier/s certifying non-objection clearly printed and a signature
- A statement indicating no objection to the proposal; and
- A current contact address and contact phone number

(3) Complex Applications

The following development applications shall be treated as complex applications for the purposes of Clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015 (excluding amendments to existing authorised development):

- Childcare Centres in the Residential Zone

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- Medical Centres in the Residential Zone
- Health Studios in the Residential Zone
- Smalls Bars in all zones
- Liquor Stores in all zones
- Restricted Premises in all zones
- Night Clubs in all zones
- New Activity Centres or substantial expansions of existing Activity Centres
- Any use not listed in the Zoning Table of Town Planning Scheme 3
- Proposals of $15 million or more (excluding public works, single or grouped dwellings and industrial developments)

Complex applications will be advertised for a minimum of 28 days by doing all of the following (in accordance with the Regulations):

- Publishing details of the proposal on Comment on Cockburn;
- Giving notice to owners and occupiers of every property within 200m of the proposed development; and
- Erecting a sign in a conspicuous place on the land subject of the application

In addition, the City will notify the relevant Community/Residents' Associations of the suburb within which the complex application is located. Should the subject site be located within 200m of a suburb boundary, the Community Association of that suburb will also be notified. The list of Community Associations that will be notified are found on the City's website.

Not withstanding the above, the City may treat any application before it as complex at the discretion of the City if it is considered in the public interest to do so.

(4) Non-Complex Applications (excluding R-Code Variations)

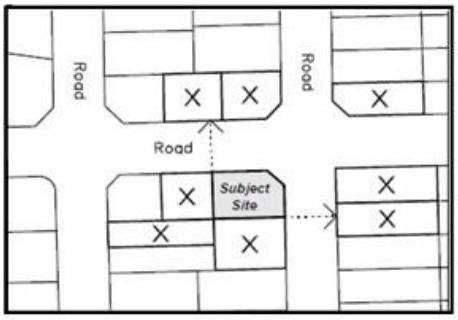
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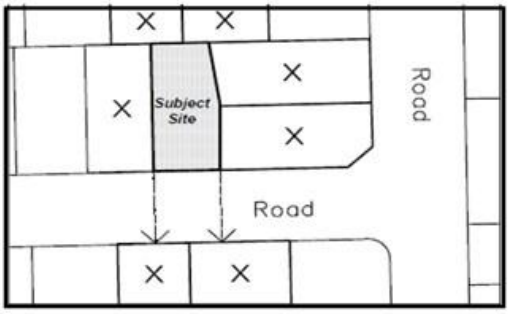
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Example 1



Example 2



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(5) Contents of Advertising Materials

In advertising a development application, the City will specify:

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- How affected persons can view plans or seek further information

(6) Availability of Documents

All plans and documents forming part of the development application shall be made available for public viewing and access during the public consultation period of that proposal. The documentation may be viewed at the City's Administration building without appointment.

Affected persons may also request digital copies of the material, subject to the City's privacy obligations.

(7) Applications where the City is not the decision maker

Public notice will be given of development applications where the City is not the decision maker in the same way as those where the final decision is made by the City.

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A full copy of any submission received will be forwarded to the decision maker. The City will inform submitters of the decision maker's final decision.

(8) Procedures for dealing with submissions

Copies of written submissions will be given to the applicant to provide the applicant the opportunity to respond to issues raised in any submissions. Personal details such as names, telephone numbers and addresses will not be given to the applicant.

Should the application be considered by Council, the applicant, the landowner, and all parties who have made a submission on the development application will be notified in writing of the date at which an item will be listed on a meeting agenda. In all cases, the City will endeavour to ensure that the written notification is provided at least one week prior to the scheduled meeting date.

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(9) Consideration of Submissions

The City, in assessing a development application, will have regard for any submissions received during public advertising. The City has a duty to properly balance its consideration of all relevant factors in an objective and impartial manner. The opinions of neighbours and the wider community (where relevant), help the City and the Council by highlighting local issues and concerns which need to be considered and assessed in the consideration of a development application.

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- Construction inconvenience during building works

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Public notification is given to consider the impact a proposal may have on amenity. In assessing a development application, the City will give greater weight to planning related matters raised, rather than the number of signatures or volume of correspondence received. The City may decline to consider anonymous petitions or submissions where the identity and address of the signatories cannot reasonably be verified. Submissions will be treated confidentially if the submitter requests their identity remain confidential

The City will assess each submission on the merit of the planning issues it raises. The total number of submissions received, or the proportion of objections and non-objections, is not a relevant consideration in the assessment process.

Public notification of a development application is therefore not intended to provide a mechanism for gauging community support or opposition by way of a 'vote', but to identify relevant planning matters for consideration.

(10) Duration of public notice

The periods for public notice of development applications are prescribed by Clause 64 of the Planning and Development (Local Planning Schemes) Regulations 2015. These are:

- Complex applications: 28 days
- Non-Complex applications: 14 days

The public notice period may be extended with the consent of the applicant.

The period for public advertising excludes *holiday periods* as defined by the Regulations. These periods are:

- A period commencing on 25 December in a year and ending on the next 1 January; or
- A period of 7 days commencing on Good Friday in a year

(11) Additional public notice of proposal previously advertised

Additional public notice shall be given in the same manner under the provisions of this policy where:

- a planning proposal is subsequently significantly modified prior to its final determination and additional variations arise from the modifications; or

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- Where the application to amend an existing planning approval is received, and additional variations arise from the proposed amendments;

(12) Refusal of applications without giving of public notice

Any planning proposals may be refused by the City without the giving of public notice.

(13) Cost of Advertising

In accordance with the Planning and Development Regulations 2009, the City will recover the cost of advertising from the applicant. The cost of advertising shall be payable prior to the commencement of advertising. Additional advertising costs incurred by the City following the initial payment shall be recovered prior to the determination of the development application.

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Public Consultation: **(Yes or No)**	
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

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15.1.6 (2026/MINUTE NO 0184) Information Breach Policy

Responsible Executive	Director Corporate and System Services
Author(s)	Service Lead Information Management
Attachments	1. Information Breach Policy

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the draft Information Breach Policy, as shown by Attachment 1.

CARRIED 8/0

Background

The Privacy and Responsible Information Sharing (PRIS) Act 2024 (the Act) commenced on 1 July 2026, with a mandatory notifiable information breach scheme to commence on 1 January 2027. The Act requires public entities, including local governments, to maintain an Information Breach Policy.

The Information Breach Policy has been developed to support the City of Cockburn's (the City's) compliance with the Act and establish a consistent approach to identifying, assessing, managing, and notifying information breaches.

Submission

N/A

Report

An information breach occurs where personal information held by the City is lost, accessed, used, disclosed, altered or destroyed without authorisation, or is otherwise compromised because of an accidental or deliberate act or omission.

The draft Information Breach Policy outlines the City's commitment to the timely identification, reporting, containment, assessment, management and notification of information breaches. It provides a framework to support compliance with the Privacy and Responsible Information Sharing Act 2024 (PRIS), including the notifiable breach scheme commencing on 1 January 2027.

Supporting procedures and an Information Breach Register will be developed to guide operational responses, record breaches, and monitor compliance with legislative requirements.

Strategic Plans/Policy Implications

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Strengthen and facilitate a safe and secure Cockburn.

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

From 1 January 2027, section 73 of the PRIS Act will require public entities, including local governments, to maintain an Information Breach Policy. Adoption of the draft policy will support the City's compliance with this requirement and the Act's notifiable information breach provisions.

Community Consultation

N/A

Risk Management Implications

Adoption of the policy will support compliance with the PRIS Act and provide a consistent approach to managing information breaches. This will help increase privacy, compliance, and reputational risks to the City.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Policy
Information Breach

Policy Type
Council

Policy Purpose
This Policy establishes the approach of the City of Cockburn (the City) to prevent, identify, manage and report information breaches involving personal information held by the City.

The City is committed to protecting personal information from misuse, loss, unauthorised access, unauthorised disclosure and unauthorised modification. This Policy supports compliance with the *Privacy and Responsible Information Sharing Act 2024* (PRIS Act).

This Policy also supports the City's obligations to respond appropriately to information breaches and meet any applicable notification requirements under the PRIS Act.

Policy Statement
The City is committed to protecting the privacy of individuals and ensuring personal information is managed responsibly throughout its lifecycle.

The City recognises that information breaches can arise through human error, system failures, malicious activity or failures by third parties handling information on the City's behalf. Where breaches occur, the City will respond promptly, consistently and proportionately to minimise harm and meet its legal obligations.

The City will:
- Take reasonable steps to protect information from unauthorised access, use, disclosure, modification and loss.
- Foster a culture of privacy awareness, accountability and responsible information handling.
- Ensure that actual and suspected information breaches are reported promptly.
- Assess information breaches to determine their impact and any statutory obligations.
- Take appropriate action to contain, manage and mitigate information breaches.
- Notify affected individuals and regulatory authorities where required by legislation.
- Maintain records of information breaches and associated corrective actions.
- Monitor information breaches to identify trends, risks and opportunities for continuous improvement.

The City expects all workers, Elected Members and contracted service providers to actively support the protection of the personal information and to report actual or suspected information breaches as soon as they become aware of them. Failure to report a known information breach can expose the City and affected individuals to additional risk and may be addressed under applicable employment, contractual or governance processes.

Principles

(1) Scope

This Policy applies to Elected Members, all employees, contractors and volunteers undertaking duties or services on behalf of the City.

This policy covers all personal information collected, created, received, used, disclosed, stored or managed by the City, regardless of format or location.

(2) Roles and Responsibilities

1. All Workers and Elected Members

All workers and Elected Members must:

- Take reasonable care to protect information held by the City.
- Comply with the City's policies, procedures and requirements relating to information handling and privacy.
- Immediately report any actual or suspected information breach.
- Cooperate with any assessment, investigation or response activities relating to an information breach.

2. Contracted Service Providers

Contracted service providers must:

- Comply with applicable contractual obligations relating to privacy, information management and information security.
- Maintain reasonable safeguards to protect personal information held on behalf of the City.
- Notify the City as soon as practicable of any actual or suspected information breach involving information held on behalf of the City.
- Cooperate with the City's assessment and response activities.

3. Chief Executive Officer

The Chief Executive Officer is responsible for ensuring the City maintains appropriate governance arrangements, resources and oversight mechanisms to support the effective management of information breaches.

4. Managers and Supervisors

Managers and Supervisors must:

- Promote compliance with this policy within their areas of responsibility.
- Ensure actual or suspected information breaches are escalated promptly.
- Assist with breach containment, investigation and corrective actions.
- Support staff participation in training and awareness activities.

5. Procurement and Contracts Services

Procurement and Contracts services is responsible for ensuring that appropriate privacy, information handling and breach notification requirements are incorporated into relevant procurement processes and contractual arrangements.

6. Privacy Officer

The Privacy Officer is a senior officer designated by the Chief Executive Officer under section 151 of the PRIS Act.

The Privacy Officer is responsible for:

- Providing oversight of the City's management of information breaches and compliance obligations, and acting as the escalation point for significant, complex, high risk or potentially notifiable information breaches.
- Determining whether a breach is a notifiable information breach after considering recommendations from the PRIS and FOI Officer and any relevant subject matter experts.
- Approving notifications to regulatory authorities and affected individuals (where required).
- Providing oversight of the Information Breach Register and information breach reporting activities.
- Escalating significant information breach risks through appropriate internal governance channels as required.

7. PRIS and FOI Officer

The PRIS and FOI Officer is responsible for:

- Coordinating the City's response to information breaches.
- Coordinating the assessment of suspected information breaches and providing recommendations to the Privacy Officer as to whether the breach may constitute a notifiable information breach.
- Maintaining the Information Breach Register on behalf of the Privacy Officer.
- Coordinating information breach notifications and reporting requirements under the direction of the Privacy Officer.
- Providing advice and guidance on information breach management.

- Escalating information breaches to the Privacy Officer, as appropriate, to support statutory oversight, decision making and compliance obligations under the PRIS Act.

8. Audit, Risk and Improvement Committee (ARIC)

The Audit Risk and Improvement Committee provides oversight of information breach trends, risks and management activities as part of its broader assurance function.

(3) Information Breach Management

The City will ensure that all actual and suspected information breaches are:

- Reported promptly;
- Assessed appropriately;
- Contained as soon as practicable;
- Managed in a manner proportionate to the risk and potential harm;
- Recorded in the Information Breach Register; and
- Escalated and reported where required by legislation.

The processes for reporting, assessing, responding to, recording and notifying information breaches will be documented in supporting procedures.

(4) Information Breach Register

The City will maintain an Information Breach Register to record actual and suspected information breaches.

The Information Breach Register will support:

- Legislative compliance;
- Risk management;
- Organisational learning;
- Trend analysis;
- Governance reporting; and
- Continuous improvement.

(5) Training and Awareness

The City will provide appropriate training, guidance and awareness activities to support compliance with this Policy and promote responsible information handling practices.

Training and awareness activities may include:

- Induction and onboarding activities;
- Mandatory compliance training;

- Targeted education and awareness initiatives; and
- Guidance materials relating to privacy, information handling and information breach reporting.

(6) Monitoring and Review

The City will periodically review information breach activities, trends and controls to:

- Monitor compliance with legislative obligations;
- Identify emerging risks;
- Assess the effectiveness of existing controls;
- Identify root causes and lessons learned from information breaches and implement corrective and preventative actions where required;
- Improve information handling practices; and
- Support continuous improvement in privacy and information governance.

(7) Definitions

1. Personal Information

Any information or opinion that identifies (or could identify) a person, whether living or dead, including but not limited to:

- Name, date of birth and demographic information
- Contact details (street address, telephone number or email)
- Computer / network IP address (in relation to use of online services)
- Financial information or application data (including bank details, credit or debit card number)
- Photographs or other likenesses
- CCTV footage
- HR records or complaints
- Biometric records (face, fingerprints, iris, palm, voice etc.)
- Unique identifiers and identity information (Medicare number, passport number, driver's licence)

2. Sensitive Personal Information

A type of personal information that requires a higher level of protection due to the potential harm that may result if it is accessed, used or disclosed inappropriately. Examples include information about a person's health, race or ethnicity, religion, political opinions, gender identity, sexual orientation, or criminal history.

3. Information Breach

An event involving unauthorised access, unauthorised disclosure, accidental disclosure, alteration, destruction, loss or misuse of information.

4. Personal Information Breach

   An information breach involving personal information that is held by or on behalf of the City.

5. Notifiable Information Breach

   An information breach involving unauthorised access, unauthorised disclosure, or loss of personal information where a reasonable person would conclude that the breach is likely to result in serious harm to one or more affected individuals.

6. Serious Harm

   Physical, psychological, financial, reputational or other harm that a reasonable person would regard as having a significant adverse impact on an affected individual.

7. Affected Individual

   A person whose personal information is involved in an actual or suspected information breach.

8. Information Breach Register

   The City's register used to record and monitor actual and suspected information breaches.

9. Workers

   Employees, contractors, on-hired temporary labour services (agency staff), volunteers and third party service providers undertaking work or providing services on behalf of the City

Related policies:

- Privacy Management Policy
- Records Management Policy
- Cyber Security Policy
- Information Breach Procedure
- Crisis and Incident Communications Plan
- Cyber Security Incident Response and Coordination Framework

Policy Information

Strategic Link:	Strategic Community Plan 2025 - 2035
Category:	Governance
Lead Business Unit:	Information Management
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

15.1.7 (2026/MINUTE NO 0185) Policy Review: Promotional and Advertising Signs Within Road Reserves

Responsible Executive	Director Corporate and System Services
Author(s)	Service Manager Property Services
Attachments	1. Promotion and Advertising Sign Within Road Reserve Policy - tracked changes ⇩ 2. Promotion and Advertising Sign Within Road Reserve Policy ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the amended Promotional and Advertising Sign Within Road Reserve Policy, as shown by Attachment 2.

CARRIED 8/0

Background

This report outlines proposed amendments to the Promotional and Advertising Sign Within Road Reserve Policy.

The Policy was adopted by Council on 12 November 2024 and has been reviewed as part of the City's ongoing policy review process to ensure it remains contemporary and fit for purpose.

This Policy supports the safe, consistent and visually appropriate installation of promotional, directional, and advertising signs within City road reserves. It provides a framework to ensure signage does not adversely impact road safety, traffic efficiency, community amenity, or the natural and built environment. It also establishes requirements for the location, design, content, maintenance, and management of signage within road reserves.

Submission

N/A.

Report

The proposed amendments to the Promotional and Advertising Sign Within Road Reserve Policy have been prepared by City officers as part of the City's standard practice of periodically reviewing its suite of Council policies to ensure they remain contemporary and fit for purpose.

As set out in the tracked changes (refer Attachment 1), minor amendments are proposed to the Promotional and Advertising Sign Within Road Reserve Policy. The Policy remains fit for its intended purpose. The proposed amendments are administrative in nature and ensure the Policy remains contemporary and aligned with current legislative and organisational frameworks.

The minor proposed amendments include:

- Grammatical, formatting, and readability improvements throughout the Policy
- Updates to references to associated policies and supporting documentation
- Introduction of additional definitions to improve clarity and interpretation of the Policy
- Minor updates to indemnity insurance provisions.

No changes are proposed to the overall intent of the Policy, its objectives, or the principles that guide the City's decision-making in relation to advertising and promotional signage within road reserves.

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.
Attract investment to the City by promoting innovation and economic opportunity.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Risk Management Implications

The amendments are minor and primarily administrative in nature. No significant risks have been identified.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Title	Promotional & Advertising Sign Within Road Reserve

Policy Type

Council

Policy Purpose

This policy details the key considerations for the installation of any promotional, directional and sponsor advertising signs (units) in road reserves within the City ensuring that signs do not cause any loss of amenity or adversely affect the natural or built environment, including the efficiency, safe use and appearance of any road.

The Policy considers all types of advertising such as promotional banners, illuminated free-standing signs, directional signs and advertising on litter bins and bus stop seats. This Policy should be read in conjunction with the City's Signs & Advertising Policy (LPP3.7), Signs Hoarding Information Sheet, and the Local Government Act 1995.

~~The Policy considers all types of advertising such as promotional banners, illuminated free standing signs, directional signs and advertising on litter bins and bus stop seats. This policy must be read in conjunction with the City's Promotional Street Banner Guidelines, Illuminated Sign Guideline, Directional Sign Guideline and Advertising on Litter Bins and Bus Stop Seats Guideline. Signs Horadings Information Sheet and Signs & Advertising Policy and Local government Act 1995.~~

This policy aligns with the City's Strategic Community Plan.

Definitions

1. **"Static Illuminated Device"** will mean structures erected by a proponent on road reserves under the control of the City. Static illuminated signs can incorporate community messaging, directional signage, street names and sponsor commercial advertising.

2. **"Static Electronic Display"** will mean free-standing signs containing ~~8~~eight static frames of instantaneous messageing change. The ~~Content of 8~~ frames of a static electronic display ~~signs should~~must contain no movement.

3. **"Sponsor"** will mean any entity for whom, whether for valuable consideration or otherwise, and subject to the provisions of this policy, may display static advertising or promotional materials on illuminated electronic signs.

4. **"Units"** will mean Static Illuminated Devices, Static Electronic Displays, stand-alone signs, illuminated street name signs, street furniture, bus stop seats or

[1]

Title	Promotional & Advertising Sign Within Road Reserve

litter bins installed within a road reserve.

5. "Road Reserve" will mean land dedicated, reserved, vested in, or used for road purposes.

~~5.~~6. "Proponent" will mean the person, organisation, or entity applying for approval to install, operate, or maintain a sign or advertising unit within a road reserve.

Policy Statement

Applications for the display of signs and advertising within a road reserve shall take into account the following considerations.

(1) Display

The display of directional, promotional, and advertising signs (units) shall:

1. Be restricted to Static Illuminated Devices, Static Electronic Displays, stand-alone signs, illuminated street name signs, street furniture, bus stop seats, or litter bins installed in a road reserve.
2. Sponsor advertising within a road reserve ~~is~~ may be permitted, ~~within road reserve,~~ subject to ~~adherence to~~ compliance ~~this~~with this Ppolicy, associated guidelines, and ~~approval by the~~ City approval.
3. All signs and associated fittings are to be constructed in accordance with current Australian Standards.
4. Each unit is to have a frangible level above the base plate and the structural adequacy of the frangible support is to be certified by a suitably qualified practicing structural engineer.
5. Each unit must be manufactured from damage resistant materials and to be non-flammable.
6. Signs including the street names and civic messages shall comply with AS1742·5-1986 for street and community signs.
7. The display size and content of each unit ~~has to~~must be in accordance with the relevant guideline and ~~must be~~ approved by the City.

(2) Location

1. Promotional signs are restricted to local roads in new and renewal development areas of the district and would not normally be supported in an established residential area.
2. Sponsor advertising signs are restricted to commercial locations within industrial areas of the district and would not normally be supported in a residential area unless adjoining a bus stop.

Title	Promotional & Advertising Sign Within Road Reserve

3. Each unit must be located a minimum of one (1) metre behind the face of the kerb. In areas where the edge of the carriageway is not kerbed, no portion of the unit shall be closer than three (3) metres to the edge of the carriageway.
4. Units are not permitted within or in the vicinity of intersections where traffic speed and movements are such that the driver needs to concentrate fully on the task of driving.
5. Each unit must be limited as follows:
   (a) "T- Junction" - no more than one (1), unit,
   (b) "Cross intersection" - no more than two (2) units.
   (c) Units are not to be located in or on roundabouts or traffic islands.
6. Units are not to be located in positions which detract from the aesthetics, amenity or streetscape of the locality in which it is situated.
7. Units proposed to be located within the boundaries of highways and main roads (under the control of MRWA) shall be subject to assessment in accordance with the Main Roads (Control of Advertising) Regulations 1996, and Guide to the Management of Roadside Advertising, as amended from time to time.

(3) Content

1. The content on the promotional and advertising units must be approved by the City and will be restricted to marketing of the location and place of the development or events promoted by the City of Cockburn.
2. General/generic sponsor advertising messages for products or services not provided within reasonable proximity to the unit will not be supported.
3. The City will not support messages that it considers to be advertising products or services that could cause offence or are illegal or immoral.
4. Colours and shapes arranged that may be mistaken for traffic control signals, traffic signals or instructions signs will not be permitted.
5. Symbols, graphics, or text that entices drivers to immediately turn or change lanes or could be mistaken for an instruction to drivers will not be permitted.

(4) User Amenity

The Aamenity impacts of a proposed site will be assessed ~~will be assessed at a proposed site~~ to ensure the advertising sign does not create an aesthetically objectionable road environment, or adversely impact residents or the wider community. Digital signs should be designed and located to preserve or improve visual amenity within the road reserve and adjoining areas visible from the road or roadside vantage points.

Digital signs must not obstruct a road users' view (including pedestrians, cyclists and eRideable users) of adjacent road carriageways, cycleways, and footpaths.

[3]

Title	Promotional & Advertising Sign Within Road Reserve

(5) Ownership and Maintenance

The proponent shall retain ownership of the unit and shall implement a maintenance programme as indicated below as a minimum:

1. Illuminated signs shall be subject to approval by Western Power or other appropriate authority for all electrical systems to ensure the electrical connections are designed to be safe in all situations.
2. The proponent shall meet the full cost of any electrical connection and electricity supply.
3. The sign shall be maintained by the owner in a clean and safe condition at all times at no cost to the City of Cockburn.
4. In the case of emergency, should it be necessary for the City of Cockburn to remove, repair or otherwise modify the sign for any reason, the whole cost of such work shall be borne by the owner.
5. Removal of graffiti and rectification of any damage, on any part of the sign structure, shall be arranged promptly by the sign owner.

(6) Relocation or Removal

1. The City of Cockburn shall advise the owner in advance of any road or other works that may require the removal or relocation of the unit and the owner shall remove or relocate the unit at the owner's ~~cost~~expense.
2. The removal of a unit by the City will only be exercised in any or all of the following circumstances:

   (a) Where the unit has~~ve~~ not been maintained to the satisfaction of the City.
   (b) Where the unit is damaged or the legend has become illegible.
   (c) Where road works and/or the installation of public utility services necessitates the removal of the unit.
   (d) Where there is a substantial change in the nature of traffic or the alignment of the road in the vicinity of the unit.
   (e) Where the road is reclassified to accommodate a higher speed.
   (f) Where the message conveyed on the unit in the opinion of the City is no longer current, appropriate or acceptable.
   (g) Where the proponent has not complied with the terms of the approval for the unit issued by the City.

(~~6~~7) Administration

1. Administration Fee

   (a) The proponent shall pay the City an annual rental or licence fee for any unit located within the road reserve, under control and management of the City.

Title	Promotional & Advertising Sign Within Road Reserve

(b) The licence fee will be set in accordance with the comparative market rate by assessing what other local governments in the area are charging, and will be stated in the Fees and Charges each year. The licence fee will be subject to CPI increase annually. The licence fee will be subject to a Market Rent Valuation at the commencement of each further term, if applicable.

2. Application and Duration of Approval

Application ~~ns~~ process and approval durations ~~of~~for ~~approval for~~ each unit must be read in conjunction with ~~the relevant City's Guidelines.~~the following City documents:

a) Signs Hoardings Information Sheet – Building Services
~~a)~~b) Signs & Advertising Policy (LPP3.7)

~~(a) Promotional banner - Promotional Street Banner Guidelines;~~
~~(b) Illuminated sign - Illuminated Sign Guideline;~~
~~(c) Directional sign - Directional Sign Guideline;~~
~~(d) Advertising on litter bins and bus stop seats - Advertising on Litter Bins and Bus Stop Seats Guideline.~~

3. Legal Costs

(a) The proponent shall pay all costs incurred by both parties of and incidental to the preparation, execution and stamping of any agreement that may be prepared between the proponent and the City of Cockburn

4. Indemnity

(a) The proponent shall indemnify the City of Cockburn against any claim or action and shall procure and maintain a Public Liability Insurance Policy to twenty~~-~~five (25) million dollars in the names of the ~~owner~~ proponent with the City of Cockburn noted as interested party.

(b) The City may require evidence of currency at any time during the approval period.

(c) Failure to maintain insurance may result in immediate revocation of approval.

Strategic Link:	Integrated Transport Strategy
Category	Transport, Traffic & Parking
Lead Business Unit:	~~Property & Assets~~Financial Services
Public Consultation: **(Yes or No)**	No

[5]

Title	**Promotional & Advertising Sign Within Road Reserve**

Adoption Date: (Governance Purpose Only)	~~12 November 2024~~
Next Review Due: (Governance Purpose Only)	~~November 2026~~
ECM Doc Set ID: (Governance Purpose Only)	4131888

[6]

Title	Promotional & Advertising Sign Within Road Reserve

Policy Type

Council

Policy Purpose

This policy details the key considerations for the installation of any promotional, directional and sponsor advertising signs (units) in road reserves within the City ensuring that signs do not cause any loss of amenity or adversely affect the natural or built environment, including the efficiency, safe use and appearance of any road.

The Policy considers all types of advertising such as promotional banners, illuminated free-standing signs, directional signs and advertising on litter bins and bus stop seats. This Policy should be read in conjunction with the City's Signs & Advertising Policy (LPP3.7), Signs Hoarding Information Sheet, and the Local Government Act 1995.

This policy aligns with the City's Strategic Community Plan.

Definitions

1. **"Static Illuminated Device"** will mean structures erected by a proponent on road reserves under the control of the City. Static illuminated signs can incorporate community messaging, directional signage, street names and sponsor commercial advertising.

2. **"Static Electronic Display"** will mean free-standing signs containing eight static frames of instantaneous message change. The frames of a static electronic display must contain no movement.

3. **"Sponsor"** will mean any entity for whom, whether for valuable consideration or otherwise, and subject to the provisions of this policy, may display static advertising or promotional materials on illuminated electronic signs.

4. **"Units"** will mean Static Illuminated Devices, Static Electronic Displays, stand-alone signs, illuminated street name signs, street furniture, bus stop seats or litter bins installed within a road reserve.

5. "Road Reserve" will mean land dedicated, reserved, vested in, or used for road purposes.

6. "Proponent" will mean the person, organisation, or entity applying for approval to install, operate, or maintain a sign or advertising unit within a road reserve.

Title	Promotional & Advertising Sign Within Road Reserve

Policy Statement

Applications for the display of signs and advertising within a road reserve shall take into account the following considerations.

(1) Display

The display of directional, promotional, and advertising signs (units) shall:

1. Be restricted to Static Illuminated Devices, Static Electronic Displays, stand-alone signs, illuminated street name signs, street furniture, bus stop seats, or litter bins installed in a road reserve.
2. Sponsor advertising within a road reserve may be permitted, subject to compliance with this Policy, associated guidelines, and City approval.
3. All signs and associated fittings are to be constructed in accordance with current Australian Standards.
4. Each unit is to have a frangible level above the base plate and the structural adequacy of the frangible support is to be certified by a suitably qualified practicing structural engineer.
5. Each unit must be manufactured from damage resistant materials and to be non-flammable.
6. Signs including the street names and civic messages shall comply with AS1742·5-1986 for street and community signs.
7. The display size and content of each unit must be in accordance with the relevant guideline and approved by the City.

(2) Location

1. Promotional signs are restricted to local roads in new and renewal development areas of the district and would not normally be supported in an established residential area.
2. Sponsor advertising signs are restricted to commercial locations within industrial areas of the district and would not normally be supported in a residential area unless adjoining a bus stop.
3. Each unit must be located a minimum of one (1) metre behind the face of the kerb. In areas where the edge of the carriageway is not kerbed, no portion of the unit shall be closer than three (3) metres to the edge of the carriageway.
4. Units are not permitted within or in the vicinity of intersections where traffic speed and movements are such that the driver needs to concentrate fully on the task of driving.
5. Each unit must be limited as follows:
   (a) "T- Junction" - no more than one (1) unit,
   (b) "Cross intersection" - no more than two (2) units.
   (c) Units are not to be located in or on roundabouts or traffic islands.

Title	Promotional & Advertising Sign Within Road Reserve

6. Units are not to be located in positions which detract from the aesthetics, amenity or streetscape of the locality in which it is situated.
7. Units proposed to be located within the boundaries of highways and main roads (under the control of MRWA) shall be subject to assessment in accordance with the Main Roads (Control of Advertising) Regulations 1996, and Guide to the Management of Roadside Advertising, as amended from time to time.

(3) Content

1. The content on the promotional and advertising units must be approved by the City and will be restricted to marketing of the location and place of the development or events promoted by the City of Cockburn.
2. General/generic sponsor advertising messages for products or services not provided within reasonable proximity to the unit will not be supported.
3. The City will not support messages that it considers to be advertising products or services that could cause offence or are illegal or immoral.
4. Colours and shapes arranged that may be mistaken for traffic control signals, traffic signals or instructions signs will not be permitted.
5. Symbols, graphics, or text that entices drivers to immediately turn or change lanes or could be mistaken for an instruction to drivers will not be permitted.

(4) User Amenity

The amenity impacts of a proposed site will be assessed to ensure the advertising sign does not create an aesthetically objectionable road environment, or adversely impact residents or the wider community. Digital signs should be designed and located to preserve or improve visual amenity within the road reserve and adjoining areas visible from the road or roadside vantage points.

Digital signs must not obstruct a road users' view (including pedestrians, cyclists and eRideable users) of adjacent road carriageways, cycleways, and footpaths.

(5) Ownership and Maintenance

The proponent shall retain ownership of the unit and shall implement a maintenance programme as indicated below as a minimum:

1. Illuminated signs shall be subject to approval by Western Power or other appropriate authority for all electrical systems to ensure the electrical connections are designed to be safe in all situations.
2. The proponent shall meet the full cost of any electrical connection and electricity supply.
3. The sign shall be maintained by the owner in a clean and safe condition at all times at no cost to the City of Cockburn.

Title	Promotional & Advertising Sign Within Road Reserve

4. In the case of emergency, should it be necessary for the City of Cockburn to remove, repair or otherwise modify the sign for any reason, the whole cost of such work shall be borne by the owner.
5. Removal of graffiti and rectification of any damage, on any part of the sign structure, shall be arranged promptly by the sign owner.

(6) Relocation or Removal

1. The City of Cockburn shall advise the owner in advance of any road or other works that may require the removal or relocation of the unit and the owner shall remove or relocate the unit at the owner's expense.
2. The removal of a unit by the City will only be exercised in any or all of the following circumstances:

   (a) Where the unit has not been maintained to the satisfaction of the City.
   (b) Where the unit is damaged or the legend has become illegible.
   (c) Where road works and/or the installation of public utility services necessitates the removal of the unit.
   (d) Where there is a substantial change in the nature of traffic or the alignment of the road in the vicinity of the unit.
   (e) Where the road is reclassified to accommodate a higher speed.
   (f) Where the message conveyed on the unit in the opinion of the City is no longer current, appropriate or acceptable.
   (g) Where the proponent has not complied with the terms of the approval for the unit issued by the City.

(7) Administration

1. Administration Fee

   (a) The proponent shall pay the City an annual rental or licence fee for any unit located within the road reserve, under control and management of the City.

   (b) The licence fee will be set in accordance with the comparative market rate by assessing what other local governments in the area are charging, and will be stated in the Fees and Charges each year. The licence fee will be subject to CPI increase annually. The licence fee will be subject to a Market Rent Valuation at the commencement of each further term, if applicable.

2. Application and Duration of Approval

   Application process and approval durations for each unit must be read in conjunction with the following City documents:
   a) Signs Hoardings Information Sheet – Building Services
   b) Signs & Advertising Policy (LPP3.7)

Title	Promotional & Advertising Sign Within Road Reserve

3. Legal Costs

   (a) The proponent shall pay all costs incurred by both parties of and incidental to the preparation, execution and stamping of any agreement that may be prepared between the proponent and the City of Cockburn

4. Indemnity

   (a) The proponent shall indemnify the City of Cockburn against any claim or action and shall procure and maintain a Public Liability Insurance Policy to twenty-five (25) million dollars in the names of the proponent with the City of Cockburn noted as interested party.

   (b) The City may require evidence of currency at any time during the approval period.

   (c) Failure to maintain insurance may result in immediate revocation of approval.

Strategic Link:	Integrated Transport Strategy
Category	Transport, Traffic & Parking
Lead Business Unit:	Financial Services
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	4131888

15.1.8 (2026/MINUTE NO 0186) Policy Review: Installation of Recreational Equipment on Public Open Space Policy

Responsible Executive	Director Infrastructure Services
Author(s)	Service Manager Parks and Environment
Attachments	1. Installation of Recreational Equipment to Public Open Space - tracked changes ⇩ 2. Installation of Recreational Equipment to Public Open Space ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the 'Installation of Recreational Equipment on Public Open Space Policy', as shown by Attachment 2.

CARRIED 8/0

Background

As per the Schedule of Policy Review adopted by Council, the following Infrastructure Directorate Policy is due for review and is presented to the Governance Committee.

Submission

N/A

Report

A number of changes are proposed for this Policy to assist with the process for the Installation or Recreational Equipment on Public Open Space.

The Policy structure has been reordered to flow in a more sequential manner with new and revised clauses..

The table below sets out the proposed changes and the reasons for change:

Installation or Recreational Equipment on Public Open Space	
Description	Comment
(1) Additional sentence added; *funding approval and any other relevant Council-adopted strategies, plans and asset management objectives.*	Additional criteria listed in addition to the Public Open Space strategy to strengthen criteria for investments in City infrastructure.
(2) Where there is opportunity for	Provides justification for the need to

community influence on the location, design or implementation of recreational equipment, community engagement will be undertaken in accordance with the City's Community Engagement Policy.	consult and aligns consultation with the City's Community engagement policy.
(3) The level and method of community engagement will be determined having regard to the scale, complexity and potential impacts of the proposed installation, including consideration of: proximity to residential properties; anticipated levels of use; traffic, parking and access impacts; visual amenity; noise generation; and any other matters considered relevant by the City.	Strengthens assessment for proposal of recreational equipment and impacts in the community.
(4) Additional sentence added; *however, the City may proceed with a proposal where it is satisfied the installation delivers a broader community benefit.*	Provides understanding that the final decision will ultimately be based on the greater community outcomes.
(5) Prior to the commencement of construction, the City will provide notification of the approved installation in accordance with the Community Engagement Policy. This will include on-site signage for a minimum period of two weeks identifying the proposed recreational equipment and its location within the reserve. Signage will remain in place for the duration of construction where practicable	Updated clause to provide clarification on signage through the planning, design and deliver phase of the project.
(6) The provision of shade structures associated with playgrounds will be prioritised in accordance with public health objectives and asset management considerations	Amended clause to use public health objectives to guide new installations of shade sail structures

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.

Our Places

Enhancing distinctive, liveable areas with well-connected, safe transport options.
• Strengthen unique, liveable and adaptive places.
Choose an item.

Budget/Financial Implications
N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is a medium level of reputational and financial risk if this policy is not adopted. Without clear policy to guide recreational equipment installations, the City may be required to remove items incorrectly placed.
Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Title	Installation of Recreational Equipment on Public Open Space

Policy Type

Council

Policy Purpose

To ensure a consistent, transparent and equitable process for planning and installation of recreational equipment on Public Open Space.

Recreational equipment includes; half-court basketball, exercise equipment stations, new playgrounds, including associated new shade sails structures and sports goals.

Skate parks and clay pump tracks are not covered by this policy and are subject to separate planning and community engagement processes in accordance with the City's Community Engagement Policy.~~To ensure a consistent and equitable process is implemented for the installation of recreational equipment on public open space. Recreational equipment includes; half court basket ball, exercise equipment stations, playgrounds (including shade sails) and sports goals.~~

~~Skate parks and clay pump track locations are not covered by this policy and are subject to a wider community consultation process~~

Policy Statement

The City will undertake the installation of recreational equipment within Public Open Space under its care, control and management, in accordance with the following principles:

(1) The provision and distribution of recreational equipment will be guided by the City's adopted Public Open Space Strategy, funding approval and any other relevant Council-adopted strategies, plans and asset management objectives.

(2) Where there is opportunity for community influence on the location, design or implementation of recreational equipment, community engagement will be undertaken in accordance with the City's Community Engagement Policy.

(3) The level and method of community engagement will be determined having regard to the scale, complexity and potential impacts of the proposed installation, including consideration of:
proximity to residential properties;
anticipated levels of use;
traffic, parking and access impacts;
visual amenity;
noise generation; and
any other matters considered relevant by the City.

(4) The City will consider all feedback received through the community engagement process when determining the suitability, design and location of recreational equipment. Community feedback will inform decision-making; however, the City

Title	Installation of Recreational Equipment on Public Open Space

may proceed with a proposal where it is satisfied the installation delivers a broader community benefit.

(5) Prior to the commencement of construction, the City will provide notification of the approved installation in accordance with the Community Engagement Policy. This will include on-site signage for a minimum period of two weeks identifying the proposed recreational equipment and its location within the reserve. Signage will remain in place for the duration of construction where practicable.

(6) The provision of shade structures associated with playgrounds will be prioritised in accordance with public health objectives and asset management considerations.

~~The City will follow the process as outlined below:~~

~~(1) Install signage for a two week period informing of the proposed active recreation equipment to be installed and the preferred location on the public open space.~~

~~(2) Extent of consultation will be in accordance with the catchment area for the specific Public Open Space. This is determined in the catchment hierarchy criteria in the City's Public Open Space Strategy 2014-2024.~~

~~(3) If any objections are received alternative locations or landscaping treatments will be identified in order to resolve the concerns.~~

~~(4) The provision of recreational equipment with be in accordance with the Public Open Space Strategy and the provision of playground shade sails will be in accordance with the Playground Shade Sail Strategy.~~

Strategic Link:	Public Open Space Strategy 2014-2024 Playground Shade Sail Strategy
Category	Sport & Recreation
Lead Business Unit:	Operations and Maintenance
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	~~11 May 2023~~
Next Review Due: (Governance Purpose Only)	~~May 2025~~
ECM Doc Set ID: (Governance Purpose Only)	4132779

Title	Installation of Recreational Equipment on Public Open Space

Policy Type

Council

Policy Purpose

To ensure a consistent, transparent and equitable process for planning and installation of recreational equipment on Public Open Space.

Recreational equipment includes; half-court basketball, exercise equipment stations, new playgrounds, including associated new shade sails structures and sports goals.

Skate parks and clay pump tracks are not covered by this policy and are subject to separate planning and community engagement processes in accordance with the City's Community Engagement Policy.
.

Policy Statement

The City will undertake the installation of recreational equipment within Public Open Space under its care, control and management, in accordance with the following principles: The City will plan and install recreational equipment within Public Open Space under its care, control and management in accordance with the following principles:

(1) The provision and distribution of recreational equipment will be guided by the City's adopted Public Open Space Strategy, funding approval and any other relevant Council-adopted strategies, plans and asset management objectives.

(2) Where there is opportunity for community influence on the location, design or implementation of recreational equipment, community engagement will be undertaken in accordance with the City's Community Engagement Policy.

(3) The level and method of community engagement will be determined having regard to the scale, complexity and potential impacts of the proposed installation, including consideration of:
- proximity to residential properties;
- anticipated levels of use;
- traffic, parking and access impacts;
- visual amenity;
- noise generation; and
- any other matters considered relevant by the City.

(4) The City will consider all feedback received through the community engagement process when determining the suitability, design and location of recreational equipment. Community feedback will inform decision-making; however, the City may proceed with a proposal where it is satisfied the installation delivers a broader community benefit.

Title	Installation of Recreational Equipment on Public Open Space

(5) Prior to the commencement of construction, the City will provide notification of the approved installation in accordance with the Community Engagement Policy. This will include on-site signage for a minimum period of two weeks identifying the proposed recreational equipment and its location within the reserve. Signage will remain in place for the duration of construction where practicable.

(6) The provision of shade structures associated with playgrounds will be prioritised in accordance with public health objectives and asset management considerations.

Strategic Link:	Public Open Space Strategy
Category	
Lead Business Unit:	Infrastructure Services
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	4132779

[2]

15.1.9 (2026/MINUTE NO 0187) Policy Review: Library Services Policy

Responsible Executive	Director Community and Place
Author(s)	Service Manager Library, Place and Culture
Attachments	1. Library Services Policy - tracked changes ⇩ 2. Library Services Policy ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the amended Library Services Policy, as shown by Attachment 2.

CARRIED 8/0

Background

The Library Services Policy is due for review. The policy provides the City and the community with a clear and consistent framework for the management of the City's libraries and library resources.

The policy has now been reviewed as part of the City's scheduled policy review process to ensure it remains contemporary, accurate and aligned with current library operations.

Submission

N/A

Report

The Library Services Policy provides the framework for the management and use of the City's libraries and resources.

The review found that the policy remains fit for purpose, with amendments proposed to reflect current practices and improve clarity. The key changes include:

- updating membership requirements and conditions of use
- clarifying charges for lost or damaged items
- updating the confidentiality provisions for member information and borrowing history
- clarifying the acceptance and management of donated materials
- updating public internet access and printing provisions
- clarifying requirements for the supervision of children
- updating expectations regarding appropriate behaviour within libraries.

The revised policy also strengthens the City's position on collection development and free access to information. It confirms that library collections will support the informational, educational, recreational and cultural needs of the community and align with the Collection Development Guidelines for Cockburn Libraries.

The policy further confirms that library materials will not be excluded solely because they may be controversial or considered offensive by some members of the community. Resources will remain accessible except where restricted by law or the library's loan conditions, with parents and carers responsible for monitoring children and young people's selection and use of library resources.

Strategic Plans/Policy Implications

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Foster connected, accessible communities and services.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Community consultation was not undertaken as the amendments reflect current operations and improve the clarity of the policy.

Risk Management Implications

There is a low level of risk associated with adopting the amended policy. The amendments improve clarity and ensure the policy reflects current library operations.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Title	Library Services

Policy Type

Council

Policy Purpose

This policy provides the City and the community with a clear and consistent framework for the management of the City's libraries and its resources.

Policy Statement

(1) Membership

In accordance with the Library Board of Western Australia Act 1951~~ 1985~~, members of the community are invited to apply for library membership by providing proof of their identity and current residential address in accordance with the Conditions of Membership statement and agreeing to the Terms and Conditions of Use. Categories of membership with restricted conditions are available for people without proof of address.

Any person under 16 years of age must have their membership application authorised by their parent or legal guardian.

Conditions of library use are outlined in the libraries' terms and conditions and are agreed to at the time of membership.

~~Materials recovery f~~Fees for lost or damaged items ~~for long overdue items sha~~may~~ll~~ be levied in accordance with Regulation 14(1) of the Library Board of WA Act 1951~~-1985~~. Charges will be determined by Council's adopted Fees and Charges in the Annual Budget. Temporary suspension of membership may~~will~~ be applied to any library member who retains library materials and/or has an outstanding debt.

(2) Confidentiality

In normal circumstances the library does not make available the personal details or borrowing history of any library member unless an 'order to produce' is presented pursuant to federal, state, or local law. However, in the event that a member fails to return long overdue library items, personal details ~~will~~ may be made available to a material recovery agency to facilitate the return of these items.

(3) Library Collections

Cockburn Libraries is committed to enhancing and maintaining a collection of library materials and resources to support the informational, educational, recreational, and cultural needs of the community. Purchase of library materials demonstrates the City's commitment to enhancing the collection to a high standard to supplement library materials provided by the State Library of Western Australia. Collections will meet the Collection Development Guidelines for Cockburn Libraries.

Title	Library Services

Whilst libraries do not generally accept donations, unless they are of high demand and meet collection development guidelines, some d~~D~~onations may~~will~~ be accepted on the understanding that the material donated becomes the property of the City of Cockburn. The Library reserves the right to include or not to include donated materials in its collections or to dispose of such materials in any way which in the opinion of the Branch ~~Manager~~ Librarian is in the best interests of the Library Service. The Library Service will not be bound in any way whatsoever to account to donors for the manner of the disposal of donated materials.

Cockburn Libraries endorse the Statement on Free Access to Information (Adopted 2001, amended 2007, ~~and~~ 2015 and 2018), the Statement on Libraries and Literacies (Adopted 1979, amended 1996, 2006) issued by the Australian Library and Information Association and the United Nations 2030 Agenda for Sustainable Development (Adopted September, 2015).

The Library will not exercise censorship in the selection of materials by rejecting on moral, gender, individual lifestyle, political, racial or religious grounds alone material which is otherwise relevant to the purpose of the Library and meets the standards, such as historical importance, intellectual integrity, effectiveness of expression or accuracy of information which are required by the Library Service. Material will not be rejected on the grounds that its content is controversial or likely to offend some section of the Library's community. Library resources are available to all library users without restriction, except where legally required, or as set out in the Library's loan conditions. It is the responsibility of parents/carers to monitor children and young people's selection and use of library resources.

(4) Public Internet Access

Library Services will provide access to computer and Internet facilities and Wi Fi access in accordance with the Public Internet Usage Guidelines. To facilitate equitable access to computers, a member is required to use the booking system and will be limited to a specified amount of computer access per day as determined by the conditions of use.

The City cannot guarantee continuous Internet access during the time booked.

Access to printing will be available for a fee as determined by Council's adopted Fees and Charges in the Annual Budget.

(5) Supervision of Children

The responsible parent, legal guardian or caregiver must supervise their children while in the library. The following principles apply:

1. Children (under 13 years of age) are not to be left unattended at any time.
2. The City takes no responsibility for the welfare of unattended children.
3. A child left unattended in a public library may be classed as a "child at risk of harm" under section 28(2) of the Children and Community Services Act 2004 and may be reported to the police or Department of Child Protection. A parent who leaves an unattended child in a Cockburn Library may be breaching the

Title	Library Services

Children and Community Services Act 2004 (failing to protect a child from harm s.101).

(6) Public Welfare

All users are expected to behave in a manner that is appropriate to the nature of the library. Those who misuse the library or adversely impact other users can be banned from the libraries at the discretion of the Branch Librarian~~Manager~~ under section 29 of the Library Board Act 1951~~-1985~~ and, if appropriate, referred to the police and/or other authorities.

(7) Copyright

Cockburn Libraries support and uphold the rights of copyright owners as documented in the Commonwealth Copyright Act 1968.

Strategic Link:	Our Community~~, Lifestyle & Security~~
Category	Cockburn Libraries
Lead Business Unit:	Library~~-~~, Place and Culture ~~and Cultural Services~~
Public Consultation: **(Yes or No)**	~~Yes~~No
Adoption Date: (Governance Purpose Only)	~~14 September 2023~~
Next Review Due: (Governance Purpose Only)	~~September 2025~~
ECM Doc Set ID: (Governance Purpose Only)	8028320

[3]

Title	Library Services

Policy Type

Council

Policy Purpose

This policy provides the City and the community with a clear and consistent framework for the management of the City's libraries and its resources.

Policy Statement

(1) Membership

In accordance with the Library Board of Western Australia Act 1951, members of the community are invited to apply for library membership by providing proof of their identity and current residential address in accordance with the Conditions of Membership statement and agreeing to the Terms and Conditions of Use. Categories of membership with restricted conditions are available for people without proof of address.

Any person under 16 years of age must have their membership application authorised by their parent or legal guardian.

Conditions of library use are outlined in the libraries' terms and conditions and are agreed to at the time of membership.

Fees for lost or damaged items may be levied in accordance with Regulation 14(1) of the Library Board of WA Act 1951. Charges will be determined by Council's adopted Fees and Charges in the Annual Budget. Temporary suspension of membership may be applied to any library member who retains library materials and/or has an outstanding debt.

(2) Confidentiality

In normal circumstances the library does not make available the personal details or borrowing history of any library member unless an 'order to produce' is presented pursuant to federal, state, or local law. However, in the event that a member fails to return long overdue library items, personal details may be made available to a material recovery agency to facilitate the return of these items.

(3) Library Collections

Cockburn Libraries is committed to enhancing and maintaining a collection of library materials and resources to support the informational, educational, recreational, and cultural needs of the community. Purchase of library materials demonstrates the City's commitment to enhancing the collection to a high standard to supplement library materials provided by the State Library of Western Australia. Collections will meet the Collection Development Guidelines for Cockburn Libraries.

Title	Library Services

Whilst libraries do not generally accept donations, unless they are of high demand and meet collection development guidelines, some donations may be accepted on the understanding that the material donated becomes the property of the City of Cockburn. The Library reserves the right to include or not to include donated materials in its collections or to dispose of such materials in any way which in the opinion of the Branch Librarian is in the best interests of the Library Service. The Library Service will not be bound in any way whatsoever to account to donors for the manner of the disposal of donated materials.

Cockburn Libraries endorse the Statement on Free Access to Information (Adopted 2001, amended 2007,2015 and 2018), the Statement on Libraries and Literacies (Adopted 1979, amended 1996, 2006) issued by the Australian Library and Information Association and the United Nations 2030 Agenda for Sustainable Development (Adopted September, 2015).

The Library will not exercise censorship in the selection of materials by rejecting on moral, gender, individual lifestyle, political, racial or religious grounds alone material which is otherwise relevant to the purpose of the Library and meets the standards, such as historical importance, intellectual integrity, effectiveness of expression or accuracy of information which are required by the Library Service. Material will not be rejected on the grounds that its content is controversial or likely to offend some section of the Library's community. Library resources are available to all library users without restriction, except where legally required, or as set out in the Library's loan conditions. It is the responsibility of parents/carers to monitor children and young people's selection and use of library resources.

(4) Public Internet Access

Library Services will provide access to computer and Internet facilities and Wi Fi access in accordance with the Public Internet Usage Guidelines. To facilitate equitable access to computers, a member is required to use the booking system and will be limited to a specified amount of computer access per day as determined by the conditions of use.

The City cannot guarantee continuous Internet access during the time booked.

Access to printing will be available for a fee as determined by Council's adopted Fees and Charges in the Annual Budget.

(5) Supervision of Children

The responsible parent, legal guardian or caregiver must supervise their children while in the library. The following principles apply:

1. Children (under 13 years of age) are not to be left unattended at any time.
2. The City takes no responsibility for the welfare of unattended children.
3. A child left unattended in a public library may be classed as a "child at risk of harm" under section 28(2) of the Children and Community Services Act 2004 and may be reported to the police or Department of Child Protection. A parent who leaves an unattended child in a Cockburn Library may be breaching the

Title	Library Services

Children and Community Services Act 2004 (failing to protect a child from harm s.101).

(6) Public Welfare

All users are expected to behave in a manner that is appropriate to the nature of the library. Those who misuse the library or adversely impact other users can be banned from the libraries at the discretion of the Branch Librarian under section 29 of the Library Board Act 1951 and, if appropriate, referred to the police and/or other authorities.

(7) Copyright

Cockburn Libraries support and uphold the rights of copyright owners as documented in the Commonwealth Copyright Act 1968.

Strategic Link:	Our Community
Category	Cockburn Libraries
Lead Business Unit:	Library, Place and Culture
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	8028320

15.1.10 (2026/MINUTE NO 0188) Policy Review: Arts Hall of Fame Policy

Responsible Executive	Director Community and Place
Author(s)	Service Lead Events and Culture
Attachments	1. Arts Hall of Fame Policy - tracked changes ⇩ 2. Arts Hall of Fame Policy ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the amended Arts Hall of Fame Policy, as shown by Attachment 2.

CARRIED 8/0

Background

Arts Hall of Fame Policy was initially adopted in July 2024 and is due for scheduled review in 2026.

The policy provides a framework for recognising and promoting the outstanding contributions and achievements of artists and arts workers who currently or previously resided in the City of Cockburn. It also establishes clear and consistent eligibility and assessment criteria for induction into the Arts Hall of Fame.

Submission

N/A

Report

The review has confirmed that the policy remains fit for purpose and continues to support the objectives of the Arts Hall of Fame program.

The proposed amendments are primarily administrative and seek to improve the policy's clarity, structure and readability. The revised policy clarifies its purpose, strengthens the articulation of the City's commitment to recognising artistic achievement, and presents the nomination, assessment and Council approval processes in a more consistent and transparent manner.

No substantive changes are proposed to the intent of the policy, eligibility requirements or selection criteria. The policy continues to recognise artists and arts workers with a strong connection to Cockburn, with all inductees subject to Council approval.

The amendments strengthen the administration of the policy and support consistent, transparent and effective decision-making while maintaining the existing objectives of the Arts Hall of Fame program.

Strategic Plans/Policy Implications

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Foster connected, accessible communities and services.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The review does not introduce any new or material risks, as the core eligibility requirements, selection criteria and approval process remain unchanged.

The amendments improve governance by providing greater clarity around nominations, assessments and recommendations to Council, reducing the risk of inconsistent decision-making and supporting transparency and accountability.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Title	Arts Hall of Fame

Policy Type

Council

Policy Purpose

The purpose of this policy is to:

(1) Recognise and promote the outstanding contributions and achievements of artists and arts workers who currently or previously resided in the City of Cockburn.

(2) ~~Outline the selection criteria to be considered eligible for recognition.~~

(2) Provide a clear and consistent framework for recognition by outlining the selection criteria used to determine eligibility.

Policy Statement

The City of Cockburn recognises the vital role artists and arts workers play in enriching the cultural life and identity of the community. This policy provides a structured and equitable approach to recognising artistic achievement by individuals with a strong connection to the City.

This will occur through;

(1) The ~~promotion~~ acknowledgement of outstanding achievements of artists and arts workers by ~~is important to~~:

1. Recognising~~e~~ the achievements made by individuals from the Cockburn community.

2. Motivating~~e~~ aspiring individuals within the Cockburn community.

(2) ~~The City will~~ Cc~~c~~alling for nominations for the City of Cockburn Arts Hall of Fame every three years, commencing ~~in~~ from 2025.

(3) ~~For consideration to be~~ Nominations from the community for inducting individuals ~~ed~~ into the City of Cockburn Arts Hall of Fame~~, individuals~~:

1. Inductees m~~M~~ust have been a resident for five years or more of the City of Cockburn and/or able to demonstrate a strong connection to the City of Cockburn through residency, significant performances, or meaningful collaborations.

2. Can be deceased or living.

(4) ~~Nominees will be~~ A~~a~~ssessing nominations~~ed~~ under the following selection criteria:

[1]

Title	Arts Hall of Fame

1. Demonstratinge outstanding artistic achievement and contribution to the arts at a local, national, or international level.

2. Demonstrated cultural impact within Western Australia, Australia or internationally.

3. Recognisinged accomplishments, awards or critical acclaim that reflect and demonstrate a commitment to excellence and professionalism in the arts.

(5) ~~Nominees who satisfy the selection criteria will be~~ Rrecommendationed of Nominees meeting the selection criteria forwarded to Council for approval for induction to the City of Cockburn Arts Hall of Fame.

(6) Definitions:

Artist: An Individual who is involved in the arts across any art form.

Arts worker or administrator: An Individual who has had a significant involvement in the arts across any artform in a paid or unpaid capacity which includes development, creation, curation, education, advocacy, communication, management, mentoring, governing and/or working within the media.

Strategic Link:	Strategic Community Plan - Community, Lifestyle and Security
Category	Events, Arts, Culture and Heritage
Lead Business Unit:	Library and Cultural Services
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	11992994

[2]

Title	Arts Hall of Fame

Policy Type

Council

Policy Purpose

The purpose of this policy is to:

(1) Recognise and promote the outstanding contributions and achievements of artists and arts workers who currently or previously resided in the City of Cockburn.

(2) Provide a clear and consistent framework for recognition by outlining the selection criteria used to determine eligibility.

Policy Statement

The City of Cockburn recognises the vital role artists and arts workers play in enriching the cultural life and identity of the community. This policy provides a structured and equitable approach to recognising artistic achievement by individuals with a strong connection to the City.

This will occur through;

(1) The acknowledgement of outstanding achievements of artists and arts workers by:

1. Recognising the achievements made by individuals from the Cockburn community.

2. Motivating aspiring individuals within the Cockburn community.

(2) Calling for nominations for the City of Cockburn Arts Hall of Fame every three years, commencing from 2025.

(3) Nominations from the community for inducting individuals into the City of Cockburn Arts Hall of Fame:

1. Inductees must have been a resident for five years or more of the City of Cockburn and/or able to demonstrate a strong connection to the City of Cockburn through residency, significant performances, or meaningful collaborations.

2. Can be deceased or living.

(4) Assessing nominations under the following selection criteria:

1. Demonstrated outstanding artistic achievement and contribution to the arts at a local, national, or international level.

Title	Arts Hall of Fame

2. Demonstrated cultural impact within Western Australia, Australia or internationally.

3. Recognising accomplishments, awards or critical acclaim that reflect and demonstrate a commitment to excellence and professionalism in the arts.

(5) Recommendation of Nominees meeting the selection criteria to be forwarded to Council for approval for induction to the City of Cockburn Arts Hall of Fame.

(6) Definitions:

Artist: An Individual who is involved in the arts across any art form.

Arts worker or administrator: An Individual who has had a significant involvement in the arts across any artform in a paid or unpaid capacity which includes development, creation, curation, education, advocacy, communication, management, mentoring, governing and/or working within the media.

Strategic Link:	Strategic Community Plan - Community, Lifestyle and Security
Category	Events, Arts, Culture and Heritage
Lead Business Unit:	Library and Cultural Services
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	11992994

15.1.11 (2026/MINUTE NO 0189) Policy Review: Sponsorship and Naming Rights on City Controlled Land and/or Buildings

Responsible Executive	Director Community and Place
Author(s)	Service Manager Recreation Services
Attachments	1. Sponsorship and Naming Rights on City Controlled Land and/or Buildings - tracked changes ⇩ 2. Sponsorship and Naming Rights on City Controlled Land and/or Buildings ⇩

Officer Recommendation

The Committee recommends Council ADOPTS the amended Council Policy Sponsorship and Naming Rights on City Controlled Land and/or Buildings, as shown by Attachment 2.

Committee Recommendation/Council Decision

That Council ADOPTS the amended Council Policy Sponsorship and Naming Rights on City Controlled Land and/or Buildings, as shown by Attachment 2, subject to the following change;

a. Add the words “and vapes” to clause 6(a).

CARRIED 8/0

Background

The Sponsorship and Naming Rights on City Controlled Land and/or Buildings Policy provides direction to sporting and community groups seeking to enter into sponsorship agreements involving City-controlled land and/or buildings.

The policy establishes requirements for temporary and permanent sponsorship signage and naming rights arrangements, including approval requirements, the responsibilities of clubs and community groups, and restrictions on particular types of sponsorship.

The policy was adopted by Council on 14 May 2024 and was due for review in May 2026.

Submission

N/A

Report

The Sponsorship and Naming Rights on City controlled land and / or Buildings Policy has been reviewed and updated to ensure it is current and assists with its practical implementation.

The review identified that the overall intent and operation of the policy remain appropriate. Minor amendments have been made to:

- improve the clarity and consistency of the wording
- correct minor grammatical and formatting issues
- clarify that sponsorship agreements must align with relevant land use, planning and other applicable legislation
- confirm that all relevant statutory approvals and permits must be obtained
- expressly include e-cigarette companies within the sponsorship categories that are not permitted
- update the strategic link to the Community Infrastructure Plan 2024–2041; and
- update the lead business unit to Recreation Services.

The amendments do not substantially alter the purpose or intent of the policy. They improve clarity and support more consistent consideration of sponsorship signage and naming rights proposals involving City-controlled land and buildings.

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.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is low risk as only minor editorial changes have been made.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

Policy Type

Council

Policy Purpose

Sporting and community groups are under increasing pressure to increase or replace infrastructure and equipment, while being careful not to overburden members with higher costs which may limit participation. As a result, best practice groups are able to diversify their income sources, which may include sponsorship, to remain affordable and sustainable.

The purpose of this policy is to provide direction to groups who are seeking to enter into sponsorship agreements that may include City controlled land and/or buildings.

Policy Statement

(1) General Provisions

1. Where sporting and community groups are seek~~m~~ing to incorporate City recreational controlled land and/or buildings into sponsorship agreements using signage, they must ensure the following conditions are met:

   (a) The agreement aligns with relevant land use, ~~and land~~ planning and other applicable legislation.

   (b) All relevant statutory approvals and/or permits are ~~contained~~obtained.

   (c) Repair to, or maintenance or replacement of signage is addressed within the agreement provisions between the group and the sponsoring organisation.

   (d) An appropriate proportion of revenue generated is allocated toward developing new or maintaining infrastructure or equipment for sporting and community purposes.

   (e) The agreement complies with any agreement already in place with the City including, but not limited to, Lease, User Management (Licence) Agreement, Seasonal Usage Agreement, or Facility User Agreement.

   (f) Any agreement should align to the City of Cockburn's values.

2. All signage ~~should generally must~~ shall comply with the City's Local Planning Policy 3.7 'Signs and Advertising' or as otherwise approved via a development application lodged with the City.

3. Sponsorship signage must be considered in conjunction with preserving the amenity of the City's (public) controlled land area and buildings.

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

4. The City bears no responsibility for maintenance, repairs, or rectifying damage of signage installed on City controlled land and/or buildings at any time.

5. The City reserves the right to require removal of any previously approved signage at any time.

6. Sponsorship signage that advertises the following organisation types will not be permitted on City controlled land and/or buildings:

   (a) Tobacco companies - including e-cigarettes
   (b) Alcohol companies
   (c) Gambling companies – except for Lotterywest
   (d) Political parties
   (e) Religious groups
   (f) Organisations that do not align with the City's objectives or conflict with any relevant legislation and/or City policies, plans or strategies
   (g) Organisations that are in any legal dispute with the City

7. Sponsorship signage can be classified into two categories for the purposes of this policy:

   (a) Temporary sponsorship signage: typically placed on a reserve adjacent to a playing field or building for the duration of a particular game, activity, or event only.
   (b) Permanent sponsorship signage: signs affixed securely to either a building or perimeter fence or like feature and which remain in place on a permanent or semi-permanent basis, such as sporting club seasonal hire.

(2) Temporary Sponsorship Signage

1. Unless otherwise specified in a lease or other licence/user agreement with the City, temporary sponsorship signage does not require approval from the City if, in addition to the General Provisions, it meets the following criteria:

   (a) Displays the name of the sporting or community group or event in a prominent manner and is readily removable.
   (b) Is displayed for the duration of the particular game, activity, or event involving the sponsored organisation and is removed thereafter.
   (c) Is not constructed or located in manner to constitute a hazard or cause an obstruction to other facility users or the public.
   (d) Is contained within the facility being used by the sponsored organisation and is not placed or affixed in a public street or thoroughfare.

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

(3) Permanent Sponsorship Signage

1. Must comply with General Provisions
2. Formal consent of the City as Lessor/Licensor/Landowner must be obtained for proposed permanent sponsorship signage. Where the signage is not located within an existing lease or licence area, then a variation to any existing lease or licence may be required to incorporate the site on which the signage is located, together with any related statutory approvals (such as approval from the Minister for Lands, where applicable).
3. Planning approval and/or a building permit must be obtained, unless confirmed by the City to be exempt from such requirements.
4. Should a sign be permanently attached inside a building, approvals will need to be obtained by the relevant business unit of the City.
5. Signage must be contained within the facility (internally facing to the activities) being used by the sponsored organisation and should not in any case be visible from a public street.
6. Support for the signage must be given by other regular user groups.
7. All fixed signs should be removed at the expiration of the sponsorship agreement and walls/posts be made good.
8. All permanent signage is to be adequately maintained to the satisfaction of the City by the organisation who sought approval for the signage.
9. The club or group is responsible for the installation, maintenance, replacement and any other items deemed necessary by City Officers as outlined in the written approvals provided by the City.
10. The club or group must maintain, and provide evidence of, adequate Public Liability Insurance.

(4) Naming Rights Sponsorships

1. Must comply with General Provisions.
2. Any sponsorship agreement that includes naming rights of a land area or building must have a formal agreement developed and the agreement is to be approved by the City under the City's *Execution of Documents* policy.
3. The official public name or title of the land area or building will not change.
4. The City is not supportive of any land area or building being ~~made~~ named after a person(s).
5. The sponsorship agreement may only use an alternative ~~be used an alternate~~ name of the land ~~area~~ or building for the purposes of the organisation and events or competition they may be involved in and/or coordinate. Public representations that the alternate name is the official designation, such as through online mapping services, is not permitted
6. The organisation negotiating the sponsorship proposal for naming rights of a land area or building must be able to demonstrate how revenue generated is

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

allocated toward maintaining infrastructure or equipment for sporting and community purposes.

Strategic Link:	~~Community Sport and Recreation Facilities Plan 2018-2033~~Community Infrastructure Plan 2024-2041
Category	Sport and Recreation
Lead Business Unit:	Recreation ~~and Community Safety~~Services
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	~~14 May 2024~~
Next Review Due: (Governance Purpose Only)	~~May 2026~~
ECM Doc Set ID: (Governance Purpose Only)	~~10311611~~

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

Policy Type

Council

Policy Purpose

Sporting and community groups are under increasing pressure to increase or replace infrastructure and equipment, while being careful not to overburden members with higher costs which may limit participation. As a result, best practice groups are able to diversify their income sources, which may include sponsorship, to remain affordable and sustainable.

The purpose of this policy is to provide direction to groups who are seeking to enter into sponsorship agreements that may include City controlled land and/or buildings.

Policy Statement

(1) General Provisions

1. Where sporting and community groups are seeking to incorporate City recreational controlled land and/or buildings into sponsorship agreements using signage, they must ensure the following conditions are met:

   (a) The agreement aligns with relevant land use, planning and other applicable legislation.

   (b) All relevant statutory approvals and/or permits are obtained.

   (c) Repair to, or maintenance or replacement of signage is addressed within the agreement provisions between the group and the sponsoring organisation.

   (d) An appropriate proportion of revenue generated is allocated toward developing new or maintaining infrastructure or equipment for sporting and community purposes.

   (e) The agreement complies with any agreement already in place with the City including, but not limited to, Lease, User Management (Licence) Agreement, Seasonal Usage Agreement, or Facility User Agreement.

   (f) Any agreement should align to the City of Cockburn's values.

2. All signage shall comply with the City's Local Planning Policy 3.7 'Signs and Advertising' or as otherwise approved via a development application lodged with the City.

3. Sponsorship signage must be considered in conjunction with preserving the amenity of the City's (public) controlled land area and buildings.

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

4. The City bears no responsibility for maintenance, repairs, or rectifying damage of signage installed on City controlled land and/or buildings at any time.

5. The City reserves the right to require removal of any previously approved signage at any time.

6. Sponsorship signage that advertises the following organisation types will not be permitted on City controlled land and/or buildings:

   (a) Tobacco companies - including e-cigarettes

   (b) Alcohol companies

   (c) Gambling companies - except for Lotterywest

   (d) Political parties

   (e) Religious groups

   (f) Organisations that do not align with the City's objectives or conflict with any relevant legislation and/or City policies, plans or strategies

   (g) Organisations that are in any legal dispute with the City

7. Sponsorship signage can be classified into two categories for the purposes of this policy:

   (a) Temporary sponsorship signage: typically placed on a reserve adjacent to a playing field or building for the duration of a particular game, activity, or event only.

   (b) Permanent sponsorship signage: signs affixed securely to either a building or perimeter fence or like feature and which remain in place on a permanent or semi-permanent basis, such as sporting club seasonal hire.

(2) Temporary Sponsorship Signage

1. Unless otherwise specified in a lease or other licence/user agreement with the City, temporary sponsorship signage does not require approval from the City if, in addition to the General Provisions, it meets the following criteria:

   (a) Displays the name of the sporting or community group or event in a prominent manner and is readily removable.

   (b) Is displayed for the duration of the particular game, activity, or event involving the sponsored organisation and is removed thereafter.

   (c) Is not constructed or located in manner to constitute a hazard or cause an obstruction to other facility users or the public.

   (d) Is contained within the facility being used by the sponsored organisation and is not placed or affixed in a public street or thoroughfare.

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

(3) Permanent Sponsorship Signage

1. Must comply with General Provisions
2. Formal consent of the City as Lessor/Licensor/Landowner must be obtained for proposed permanent sponsorship signage. Where the signage is not located within an existing lease or licence area, then a variation to any existing lease or licence may be required to incorporate the site on which the signage is located, together with any related statutory approvals (such as approval from the Minister for Lands, where applicable).
3. Planning approval and/or a building permit must be obtained, unless confirmed by the City to be exempt from such requirements.
4. Should a sign be permanently attached inside a building, approvals will need to be obtained by the relevant business unit of the City.
5. Signage must be contained within the facility (internally facing to the activities) being used by the sponsored organisation and should not in any case be visible from a public street.
6. Support for the signage must be given by other regular user groups.
7. All fixed signs should be removed at the expiration of the sponsorship agreement and walls/posts be made good.
8. All permanent signage is to be adequately maintained to the satisfaction of the City by the organisation who sought approval for the signage.
9. The club or group is responsible for the installation, maintenance, replacement and any other items deemed necessary by City Officers as outlined in the written approvals provided by the City.
10. The club or group must maintain, and provide evidence of, adequate Public Liability Insurance.

(4) Naming Rights Sponsorships

1. Must comply with General Provisions.
2. Any sponsorship agreement that includes naming rights of a land area or building must have a formal agreement developed and the agreement is to be approved by the City under the City's *Execution of Documents* policy.
3. The official public name or title of the land area or building will not change.
4. The City is not supportive of any land area or building being named after a person(s).
5. The sponsorship agreement may only use an alternative name of the land or building for the purposes of the organisation and events or competition they may be involved in and/or coordinate. Public representations that the alternate name is the official designation, such as through online mapping services, is not permitted
6. The organisation negotiating the sponsorship proposal for naming rights of a land area or building must be able to demonstrate how revenue generated is

Title	Sponsorship and Naming Rights on City Controlled Land and/or Buildings

allocated toward maintaining infrastructure or equipment for sporting and community purposes.

Strategic Link:	Community Infrastructure Plan 2024-2041
Category	Sport and Recreation
Lead Business Unit:	Recreation Services
Public Consultation: **(Yes or No)**	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

[4]

15.1.12 (2026/MINUTE NO 0190) Adoption of Bush Fire Brigades Amendment Local Law 2026

Responsible Executive	Chief Executive Officer
Author(s)	Service Lead Governance and Council Support
Attachments	1. City of Cockburn Bush Fire Brigades Amendment Local Law 2026 ⇩ 2. Department of Local Government, Industry Regulation and Safety response ⇩

Officer Recommendation/Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy
That Council:

(1) RESOLVES to make the City of Cockburn Bush Fire Brigades Amendment Local Law 2026, as attached to this report as Attachment 1, but excluding the cover page;

(2) AUTHORISES the affixing of the common seal to the City of Cockburn Bush Fire Brigades Amendment Local Law 2026;

(3) AUTHORISES the Chief Executive Officer, in accordance with section 3.12(5)-(6) of the Local Government Act 1995, to:

1. Publish the City of Cockburn Bush Fire Brigades Amendment Local Law 2026 in the Government Gazette; and
2. Give a copy of the local law to the Departmental CEO of the Department of Local Government, Industry Regulation and Safety and the Departmental CEO of the Department of Fire and Emergency Services;
3. Give local public notice of the publication of the local law; and
4. In accordance with Ministerial directions, provide a copy of the local law and required explanatory material to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 8/0

Background

At the 12 May 2026 Ordinary Meeting of Council, Council resolved to commence the lawmaking process for the proposed City of Cockburn Bush Fire Brigades Amendment Local Law 2026.

This amendment local law addresses concerns the Joint Standing Committee of Delegated Legislation had with the City of Cockburn Bush Fire Brigades Local Law 2025.

In accordance with this resolution, the City provided a copy of the proposed City of Cockburn Bush Fire Brigades Amendment Local Law 2026 to the Departmental CEO

of the Department of Local Government, Industry Regulation and Safety as well as the Departmental CEO of the Department of Fire and Emergency Services, and invited submissions from the community between 18 May to 3 July 2026.

This report presents to Council the final City of Cockburn Bush Fire Brigades Amendment Local Law 2026, for consideration and adoption by Council.

Submission

N/A

Report

In accordance with section 3.12(3)(a) of the Local Government Act 1995, local governments are required to give local public notice of their intention to make a local law and then invite submissions from the community for a period of not less than 6 weeks.

In accordance with established processes, the proposed City of Cockburn Bush Fire Brigades Amendment Local Law 2026 was uploaded to a dedicated community engagement page on the City's website. The City then communicated the opportunity to provide feedback via:

- an alert on the City's website
- direct email to the City of Cockburn 'Comment on Cockburn' newsletter mailing list
- a notice on the noticeboard at the City of Cockburn Administration Building as well as all City of Cockburn libraries
- newspaper advertising in the PerthNow Cockburn newspaper.

The City received no submissions.

In accordance with section 3.12(3)(b) of the Local Government Act 1995, the City also sent a copy of the proposed City of Cockburn Bush Fire Brigades Amendment Local Law 2026 to the Departmental CEO of the Department of Local Government, Industry Regulation and Safety and the Departmental CEO of the Department of Fire and Emergency Services.

The Department of Local Government, Industry Regulation and Safety provided a response, which is attached this this report as Attachment 2. The City did not receive any feedback or a response from the Department of Fire and Emergency Services.

The City now presents the final proposed City of Cockburn Bush Fire Brigades Amendment Local Law 2026 for adoption by Council.

The purpose of the proposed local law is to is to amend the principal local law so as to replace subclauses (1) and (2) of clause 3.5. The effect of the proposed local law is that the principal local law is amended.

If adopted, the City will publish a copy of the City of Cockburn Bush Fire Brigades Amendment Local Law 2026 in the Government Gazette and give a copy of the local law to the Departmental CEO of the Department of Local Government, Industry Regulation and Safety and the Departmental CEO of the Department of Fire and Emergency Services.

Following gazettal, the City will then give local public notice of the adopted City of Cockburn Bush Fire Brigades Amendment Local Law 2026 and provide a copy of the local law to the Western Australian Parliamentary Joint Standing Committee on Delegated Legislation (JSCDL), who will scrutinise it. If the JSCDL takes issue with any part of the local law, they may request the City to give undertakings to amend it or may disallow part or all of the 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

There are no significant budget implications arising from the recommendations of this report.

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.

Community Consultation

As detailed above, the City invited submissions for a period of 6 weeks.

The City also provided a copy of the proposed City of City of Cockburn Bush Fire Brigades Amendment Local Law 2026 to the to the Departmental CEO of the Department of Local Government, Industry Regulation and Safety and the Departmental CEO of the Department of Fire and Emergency Services.

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. It ensures Council complies with the undertakings given to the Joint Standing Committee on Delegated Legislation. Failure to comply with the undertakings would constitute contempt of Parliament.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

BUSH FIRES ACT 1954

LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

BUSH FIRE BRIGADES AMENDMENT LOCAL LAW 2026

BUSH FIRES ACT 1954
LOCAL GOVERNMENT ACT 1995

CITY OF COCKBURN

Bush Fire Brigades Amendment Local Law 2026

Under the powers conferred on it by the *Bush Fires Act 1954*, 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 Bush Fire Brigades 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. Terms used

In this local law –

Bush Fire Brigades Local Law means the *City of Cockburn Bush Fire Brigades Local Law 2025*, published in the Government Gazette on 12 September 2025.

Part 2 - Bush Fire Brigades Local Law amended

4. Local law amended

This Part amends the Bush Fire Brigades Local Law.

5. Clause 3.5(1) replaced

Delete clause 3.5(1) and insert:

(1) The local government may appoint, having regard to the qualifications and experience which may be required to fill each position, persons to the positions of the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer and Bush Fire Control Officers.

6. Clause 3.5(2) replaced

Delete clause 3.5(2) and insert:

(2) A decision to suspend or terminate a person's appointment to a position under clause 3.5(1) must be made in accordance with the principles of procedural fairness.

_____

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

From: ELLIOTT, Steven
To: Governance
Subject: RE: Proposed City of Cockburn Bush Fire Brigades Amendment Local Law 2026
Date: Wednesday, 17 June 2026 4:40:49 PM
Attachments: image001.png
image002.png
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image004.png
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External Email: Do not click any links or open any attachments unless you trust the sender and know the content is safe.

Good afternoon,
This email is regarding the City's draft amendment local law.
As the local law is relatively short and simple, the Department of Local Government, Industry Regulation and Safety (LGIRS) does not have any concerns regarding the amendments. However, some standard comments are noted below:

Bush Fire Brigades Amendment Local Law 2026

1. **Local law made under multiple legislation**
   LGIRS is aware that this local law is made under the Bush Fires Act 1954 in addition to the Local Government Act 1995.
   Accordingly, the City should ensure that a copy of the draft is provided to the Minister for Emergency Services, presuming this hasn't already occurred.
2. **Comments from Department of Fire and Emergency Services (DFES)**
   The Department of Fire and Emergency Services (DFES) are the subject matter experts on matters relating to bush fire control and emergency services.
   Accordingly, the City should ensure that DFES have the opportunity to check the draft for any issues or any critical information which the existing clauses do not address. Any feedback provided by DFES should be given due consideration given their expertise.

I hope these comments are helpful to you. Please keep in mind that this information is general in nature, provided in good faith and is not intended to constitute legal advice.
Regards
Steven Elliott
Principal Strategy Officer
Department of Local Government, Industry Regulation and Safety
140 William Street, Perth WA 6000
Locked Bag 14, Cloisters Square, Peth WA 6850

15.1.13 (2026/MINUTE NO 0191) Legal Advice and Representation Policy

Responsible Executive	Chief Executive Officer
Author(s)	Courts and Legal Process Coordinator
Attachments	1. Legal Advice and Representation Policy ⇩

Officer Recommendation
The Committee recommends Council:

(1) ADOPTS the 'Legal Advice and Representation' Policy, as shown by Attachment 1;

(2) REPEALS the 'Access to Legal Services for Elected Members and Employees' Council Policy; and

(3) REPEALS the 'Obtaining Legal & Other Expert Advice & Legal Proceedings between City of Cockburn & Other Parties' Council Policy.

Committee Recommendation/Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council DEFERS adoption of the Legal Advice and Representation Policy until Council have been fully briefed on the Policy at an Elected Members Briefing Forum.

CARRIED 8/0

Background

At the 13 May 2025 Ordinary Meeting of Council, Council adopted a Policy review schedule for the 2026 and 2027 calendar years. The 'Access to Legal Services for Elected Members and Employees' as well as the 'Obtaining Legal & Other Expert Advice & Legal Proceedings between City of Cockburn & Other Parties' Council Policies (Policies) were not reviewed. The explanation was as follows:

> "Parliament passed the Local Government Amendment Act 2024 as part of local government legislative reform. This included new provisions relating to access to legal services and directors' and officers' liability policies for local government. The new provisions have been enacted but are yet to come in force.
>
> These provisions will introduce regulation of access to legal services in local government for the first time.
>
> It is proposed to defer consideration of the review of these policies pending an update on the implementation of these reforms."

The provisions relating to access to legal services came into force on 1 January 2026. They prohibit City from paying, either directly or indirectly (including via insurance coverage), a prescribed list of liabilities. The City notified LGISWA of the

provisions early this year and received confirmation the City's insurance policies would be compliant by 30 June 2026 as required by law.

Further, at the 8 September 2026 Ordinary Council Meeting, as part of Council's resolution to adopt the new Compliance and Enforcement Policy, Council requested that the policies be taken to the 20 October 2026 Governance Committee Meeting for review.

This report recommends to Council that the Policies be combined into a new Legal Advice and Representation Policy.

Submission

N/A

Report

Policy History

The Policies were both adopted on 13 December 2018.

The 'Access to Legal Services for Elected Members and Employees' Policy establishes a framework for the provision of financial assistance by the City to an Elected Member or Employee.

The 'Obtaining Legal & Other Expert Advice & Legal Proceedings Between City of Cockburn and Other Parties' Policy governs the acquisition of legal and other expert advice reporting on legal proceedings.

As both policies relate to the provision of legal services, it is recommended that both policies be merged into one, which is proposed to be called the Legal Advice and Representation Policy. This will improve clarity and reduce duplication.

Local Government Insurance Services Policy

LGIS maintains a management liability insurance policy for the City. This policy provides coverage for officers and Elected Members of the City in circumstances detailed in the policy. The coverage is available to Elected Members and officers at their request. For each claim, there is a payment (excess or deductible) made by the City for each instance. Beyond that, LGIS pays all other legal fees and costs covered by the insurance policy. Where appropriate, officers and Elected Members seeking legal assistance will be referred to LGIS in the first instance.

Local Government Act 1995 Considerations

Under the *Local Government Act 1995*, Elected Members and employees are protected from tort actions arising from acts performed in good faith in the performance of their duties. The Act also establishes principles of good governance, which support the appropriate application of local government resources to assist

Elected Members and employees in matters arising from the performance of their role.

There is a clear distinction between the role of Council and that of the Administration. Council is responsible for governance and the allocation of resources, whilst the Administration implements Council decisions and manages the City's day-to-day operations. Consistent with these functions, much of the legal advice obtained by the City relates to operational matters managed by the Administration.

Since the adoption of the current policies, legislative reform has introduced section 6.14A. This section prohibits local governments from making certain payments relating to penalties, sanctions and other amounts arising from conduct or legislative breaches. It also extends to certain insurance-related payments. These prohibitions have been considered in the drafting of the policy.

Occupational Health and Safety Considerations

Section 2.7(5) of the *Local Government Act 1995* requires Council to have regard to the creation of an organisational culture that promotes the respectful and fair treatment of employees.

Legal proceedings, investigations and regulatory processes arising from the performance of a role can be extremely stressful due to the uncertainty and limited control over processes and outcomes. These circumstances are significantly likely to present psychosocial hazards due to factors such as the low level of control.

In other circumstances, legal proceedings may be necessary to protect Elected Members and employees from psychosocial risks arising from the actions of third parties. Situations that go beyond a member of the public exercising their right to freedom of speech and holding a local government accountable to the community may pose a psychosocial hazard. For example, legal action may be required to obtain protective orders, enforce rights or manage a risk arising from harassment, intimidation, bullying, stalking, vexatious conduct or other matters that create risk to physical and psychological safety.

The City has a duty under work health and safety legislation to eliminate or minimise psychosocial risks as far as is reasonably practicable. Appropriate pathways for the legal representation in matters arising from the performance of a person's role should be available. This policy supports the City's ability to discharge its work health and safety obligations and promote a safe working environment.

The proposed policy also extends eligibility to unincorporated volunteers, reflecting that the City's work health and safety obligations also extend to them. Obligations to incorporated volunteers are held by the volunteer organisation.

Privacy Considerations

The *Privacy and Responsible Information Sharing Act 2024* establishes information privacy principles that require personal information to be appropriately handled and only disclosed where necessary.

Legal matters are inherently personal, sensitive and stressful. Limiting information about a matter helps individuals retain control over their personal information during a period of heightened uncertainty and supports their psychological wellbeing through compliance with the privacy principles.

Legal Professional Privilege

Legal professional privilege protects communications that were made for the dominant purpose of obtaining legal advice or preparing for litigation. However, this privilege could be waived where conduct is inconsistent with maintaining confidentiality. This includes disclosing the substance or conclusions of the advice, even if done accidentally or unknowingly.

The City must balance Council's governance and oversight responsibilities with the need to preserve legal professional privilege. The proposed reporting framework is intended to support informed decision-making whilst minimising the risk of privilege waiver.

Key changes

Key changes when comparing the current policies with the new proposed policy are outlined below. The changes simplify the existing framework, strengthen privacy and governance and controls and support compliance with legislative and work health and safety obligations.

The key changes from the 'Access to Legal Services for Elected Members and Employees' policy are:

- Introduction of additional eligibility requirements to:
  - Ensure insurance is utilised where available
  - Exclude matters prohibited by the *Local Government Act 1995*, including payments relating prosecutions and disciplinary proceedings
  - Emphasises that actions leading to legal representation under the policy must be done in good faith
- Delegates the determination of applications to the CEO, with the ability to sub-delegate matter management to the City's General Counsel
- Establishes a pathway for the CEO to receive assistance or for an Elected Member to refer a determination to Council (where an application is made by an Elected Member)
- Allows related applications to be coordinated or consolidated. This will be done with the applicant's consent to balance privacy with efficient resource allocation
- Strengthens privacy protections which subsequently reduces psychosocial risk.

The key changes from the 'Obtaining Legal & Other Expert Advice & Legal Proceedings Between City of Cockburn and Other Parties' policy are:

- Clarification as to which legal decisions should be referred to Council, reinforcing the distinction between governance and operations
- Requirement for a Council resolution before appealing a Court decision
- Adopting a more flexible approach to reporting legal advice and expenditure, supporting the preservation of legal professional privilege
- Incorporates legal expenditure reporting into the Quarterly Performance and Planning Update Operational Performance Report, with the Audit, Risk and Improvement Committee able to request additional information where required.

Strategic Plans/Policy Implications

Our Community
A diverse, active, and connected community that feels safe and has access to local services.
• Strengthen and facilitate a safe and secure Cockburn.

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 nil direct budget or financial implications for this policy. Any implications arising from the execution of the policy will be met from the approved budget. The policy's reporting process allows for timely and effective oversight of financial implications under the policy.

Legal Implications

The policy deals with a range of legal implications which are detailed in this report.

Community Consultation

N/A

Risk Management Implications

There is a low level of risk associated with adopting the officer recommendations as presented to Council. The new policy has been designed to allow privacy, safety as well as other legislative and legal considerations to be applied in flexible circumstances and promotes good governance.

Advice to Proponent(s)/Submitters

N/A

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Policy
Legal Advice and Representation

Policy Type
Council

Policy Purpose
Sections 2.8(5) and 9.56 of the *Local Government Act 1995* recognise the importance of good governance, the proper application of local government resources and the fair treatment of employees. This Policy guides the engagement of legal resources, oversight and reporting.

Policy Statement
This Policy provides a framework for the oversight of legal advice, representation and associated expenditure. It seeks to balance governance, accountability and transparency with privacy, confidentiality, workplace wellbeing and the preservation of legal professional privilege by:

a) Providing a process for Elected Members and employees to obtain legal assistance for matters arising from the lawful performance of their roles; and
b) Establishes requirements for the management, reporting and oversight of legal advice, proceedings and related expenditure.

Elected Member and Employee Access to Legal Representation

1. City's Insurance Policy
   1.1. The City holds insurance policies which provide coverage for Elected Members and Employees acting in their official capacity. These insurance policies provide for Elected Members and Employees to directly access legal representation related to the performance of their professional duties without prior notification to the City. This policy does not apply to situations where an Employee or Elected Member accesses coverage under the City's insurance policies.

2. Application Pathway and Criteria
   2.1. Applications are to be directed to the CEO.
   2.2. The CEO may seek advice from the General Counsel or an external adviser prior to approving an application.
   2.3. To be eligible, the applicant must:
      2.3.1. Be a named party in the matter;
      2.3.2. Not be bringing or defending a claim against the City;

2.3.3. Require assistance for a matter connected with the performance of their lawful functions or duties;
2.3.4. Not require assistance relating to criminal proceedings brought by a prosecuting authority or disciplinary proceedings initiated by the City, a State regulator or a Commonwealth regulator;
2.3.5. Be involved in proceedings that have commenced, are reasonably likely to commence or are required to commence to protect the safety or wellbeing of the employee or Elected Member as determined by the CEO;
2.3.6. Have acted reasonably, in good faith and in accordance with applicable laws, policies, employment obligations and the code of conduct;
2.3.7. Have no available cover under the City's insurance policy; and
2.3.8. Have not had the matter refused by the City's insurer on the cases' facts and merits.

3. CEO Determination
   3.1. Approval is at the CEO's absolute discretion and may be subject to conditions.
   3.2. In determining an application, the CEO may consider:
      3.2.1. Previous assistance or applications relating to the matter and any new material considerations;
      3.2.2. The circumstances, seriousness and history of the matter;
      3.2.3. Potential impacts on workplace safety, governance and community confidence;
      3.2.4. Availability of alternative resolution options;
      3.2.5. Any existing legal advice;
      3.2.6. The likely cost and prospect of success;
      3.2.7. Whether the applicant acted in good faith and not in a manner that is considered unthinking, reckless or for personal advantage; and
      3.2.8. Whether approval is consistent with the principles of good governance.

4. Conditions on CEO Determination
   4.1. The CEO must be satisfied that the eligibility criteria in clause 2.3 are met.
   4.2. The CEO must be satisfied that the expenditure of funds is proportionate to the seriousness of the matter.
   4.3. As the CEO's power to approve applications is not subject to a monetary threshold, the CEO must set a maximum financial limit for each approved application. The CEO may review the threshold on request of the applicant.
   4.4. When procuring legal advice, the CEO must obtain and approve a cost estimate before legal services are provided.
   4.5. The CEO is responsible for managing instructions to legal representatives and may sub-delegate this function to the City's in-house legal team.

5. Repayment
   5.1. Unless approved by the CEO, the City will only fund legal costs incurred after approval is granted.
   5.2. Any sum received by the applicant through judgement, settlement or costs orders in respect of legal services must be used to repay the City.
   5.3. Assistance may be withdrawn and costs recovered if the applicant:
      5.3.1. Is found to have not acted lawfully, reasonably or in good faith;
      5.3.2. Provided false information or intentionally or recklessly omitted information;
      5.3.3. Breached a condition placed on the approval; or
      5.3.4. Failed to follow a lawful direction of the CEO relating to the matter.
   5.4. Costs may be recovered through:
      5.4.1. Lump sum repayment;
      5.4.2. Instalments, with conditions agreed to by the CEO; or
      5.4.3. A court of competent jurisdiction to recover money as a debt owed. In this case, the City will also seek to recover its fair and reasonable costs incurred through the recovery action.

6. Council's Role in Determination of Applications
   6.1. Council may determine an application where:
      6.1.1. An Elected Member seeks a review of the CEO's decision to approve or decline an application made by an Elected Member; or
      6.1.2. The CEO is the applicant.
   6.2. In determining an application, Council is to apply the same criteria, considerations and conditions as the CEO.
   6.3. Council may set a financial limit condition. In the event this limit is reached, the matter must be taken back to Council to consider a variation.

7. Privacy and Confidentiality
   7.1. Spend relating to legal services acquired under this policy will be reported through the City's standard reporting process.
   7.2. Information relating to applications and legal services under this policy will only be disclosed where reasonably necessary.
      7.2.1. Unless required for the purposes of implementing the Policy, or with the consent of the applicant, personal information will be kept private.
   7.3. Where multiple related applications are lodged, the CEO may seek consent from applicants to consolidate or jointly co-ordinate the matters and share identifying information with the other applicant.
   7.4. The City retains ownership of legal advice obtained under this policy.
   7.5. Unless absolutely necessary, legal advice under this policy will not be distributed to Council.

Significant Legal Matters and General Legal Resource Reporting

8. Scope
   8.1. This policy does not apply to:
      8.1.1. Legal advice obtained by City officers in the ordinary administration and management of the City's affairs; and
      8.1.2. Proceedings commenced by authorised City officers under legislation, delegated authority or any other lawful authority.

9. Council Decisions Relating to Legal Proceedings
   9.1. The CEO will refer the following decisions to Council:
      9.1.1. Matters which involve a strategic risk as defined in the City's strategic risk register;
      9.1.2. Where there is a previous Council decision in relation to the matter which is subject to, or involved in, the litigation;
      9.1.3. Where there is no delegated authority, authorisation or statutory power for the CEO or another officer to deal with the application; and
      9.1.4. Any other matter the CEO considers appropriate.
   9.2. Council approval is required before commencing an appeal of a Court decision. In determining whether to appeal, Council should consider:
      9.2.1. The prospects of success, the nature of the case, potential costs to the City and any other matters traversed in advice on appeal prospects provided to Council;
      9.2.2. Whether appealing will set an undesirable precedent for the City; and
      9.2.3. Public interest.
   9.3. Council may authorise the CEO to negotiate and settle proceedings on its behalf. All other negotiations and settlement outcomes under this Part must be approved by Council.

10. Obtaining Legal and Other Expert Advice on Council's Behalf
   10.1. The CEO may obtain legal or other expert advice as necessary for the proper administration of the City's affairs.
   10.2. Where advice relates to a matter requiring a Council decision, the CEO will, where appropriate:
      10.2.1. Provide Council with a copy or summary of the advice with sufficient time to consider it; and
      10.2.2. Identify in the agenda or minutes that the matter is informed by legal or other expert advice but not so as to waive legal professional privilege.

11. Legal Matter Reporting and Confidentiality
   11.1. The CEO may inform Elected Members of the commencement or ongoing status of legal action commenced by City officers.

11.2. Legal advice and related information provided to Elected Members must remain confidential and may only be disclosed where authorised by the CEO or a Council resolution.
11.3. Legal expenditure will be reported through the Operational Performance Report as part of the Quarterly Performance and Planning Update (QPPU).
11.4. Council or the Audit, Risk and Improvement Committee may request further information on legal spend or matter management by resolution.

Related Policies:

- Privacy Management Policy
- Statutory and Compliance Enforcement Policy
- Work Health, Safety and Wellbeing Policy

Definitions

Employee means a City staff member or an unincorporated volunteer. The definition excludes contractors and incorporated volunteers.

Policy Information

Strategic Link:	Governance Framework
Category:	Legal
Lead Business Unit:	Governance and Council Support
Public Consultation: (Yes or No)	No
Adoption Date: (Governance Purpose Only)	
Next Review Due: (Governance Purpose Only)	
ECM Doc Set ID: (Governance Purpose Only)	

16. Committee Minutes

16.1 (2026/MINUTE NO 0192) Governance Committee Meeting – 20/10/2026

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council RECEIVES the Minutes of the 20 October 2026 Governance Committee Meeting.

CARRIED 8/0

17. Motions of Which Previous Notice Has Been Given

Nil.

18. Notices Of Motion Given At The Meeting For Consideration At Next Meeting

Nil.

19. New Business of an Urgent Nature Introduced by Members or Officers

Nil.

20. Matters to be Noted for Investigation Without Debate

Nil.

21. Confidential Business

21.1 (2026/MINUTE NO 0193) Undertakings: Parking Local Law 2026

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (a) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

(a) a matter that a committee of a House of Parliament, or a joint Committee of both Houses, has advised must be dealt with on a confidential basis.

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the Confidential Officer Recommendation.

CARRIED 8/0

21.2 (2026/MINUTE NO 0194) Undertakings: Fencing Local Law 2026

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (a) of the Local Government Act 1995, which permits the meeting to be closed to the public for business relating to the following:

(a) a matter that a committee of a House of Parliament, or a joint Committee of both Houses, has advised must be dealt with on a confidential basis.

Council Decision
MOVED Cr C Reeve-Fowkes SECONDED Cr H Srhoy

That Council ADOPTS the Confidential Officer Recommendation.

CARRIED 8/0

22. Closure of Meeting

There being no further business, the Presiding Member declared the meeting closed at 8:00pm.