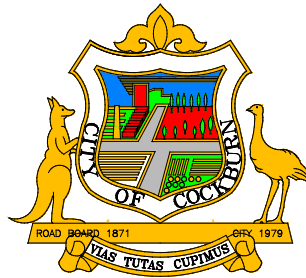


CITY OF COCKBURN



ORDINARY COUNCIL

AGENDA PAPER

FOR

THURSDAY, 9 AUGUST 2012

CITY OF COCKBURN

SUMMARY OF AGENDA TO BE PRESENTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON THURSDAY, 9 AUGUST 2012 AT 7:00 PM

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CITY OF COCKBURN**AGENDA TO BE PRESENTED TO THE ORDINARY
COUNCIL MEETING TO BE HELD ON
THURSDAY, 9 AUGUST 2012 AT 7:00 PM**

- 1. DECLARATION OF MEETING**
- 2. APPOINTMENT OF PRESIDING MEMBER (If required)**
- 3. DISCLAIMER (To be read aloud by Presiding Member)**

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

- 4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (by Presiding Member)**
- 5. APOLOGIES AND LEAVE OF ABSENCE**
- 6. ACTION TAKEN ON PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**
- 7. PUBLIC QUESTION TIME**
- 8. CONFIRMATION OF MINUTES**
 - 8.1 (OCM 09/08/2012) - ORDINARY COUNCIL MEETING - 12/7/2012**

RECOMMENDATION

That Council confirm the Minutes of the Ordinary Council Meeting of 12 July 2012, as a true and accurate record.

COUNCIL DECISION

9. WRITTEN REQUESTS FOR LEAVE OF ABSENCE

10. DEPUTATIONS AND PETITIONS

11. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (If adjourned)

12. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER

13. COUNCIL MATTERS

13.1 (OCM 09/08/2012) - MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 19 JULY 2012 (FS/A/001) (S DOWNING) (ATTACH)

RECOMMENDATION

That Council receive the Minutes of the Audit and Strategic Finance Committee Meeting held on 19 July 2012, and adopt the recommendations contained therein.

COUNCIL DECISION

Background

A meeting of the Audit and Strategic Finance Committee was conducted on 19 July 2012.

Submission

N/A

Report

The Audit and Strategic Finance Committee received and considered the following items:

1. Interim External Audit:

The Interim External Audit Report for the period ending 30 June 2012 was presented to Committee, which covered a review of the Accounting and Internal Control Procedures in operation, as well as testing of transactions of various issues and Management's response to these issues.

2. Annual Performance Review of Monetary and Non-Monetary Investments:

In accordance with Council Policy SFCS1, a report on the performance of the City's monetary investments was presented to Committee for information.

3. Internal Audit Projects for 2012/13:

Internal Audit Projects for the financial year 2012/13 were endorsed by the Committee.

Strategic Plan/Policy Implications

Governance Excellence

- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

Budget/Financial Implications

As contained in the Minutes.

Legal Implications

As contained in the Minutes.

Community Consultation

N/A

Attachment(s)

Minutes of the Audit and Strategic Finance Committee – 19 July 2012.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

13.2 (OCM 09/08/2012) - MINUTES OF THE DELEGATED AUTHORITIES, POLICIES AND POSITION STATEMENTS COMMITTEE MEETING - 26 JULY 2012 (CC/P/001) (D GREEN) (ATTACH)

RECOMMENDATION

That Council receive the Minutes of the Delegated Authorities, Policies and Position Statements Committee Meeting held on 26 July 2012, as attached to the Agenda and adopts the recommendations contained therein.

COUNCIL DECISION

Background

The Delegated Authorities, Policies and Position Statements Committee conducted a meeting on 26 July 2012. The Minutes of the meeting are required to be presented to Council and its recommendations considered by Council.

Submission

The Minutes of the Committee meeting are attached to the Agenda. Items dealt with at the Committee meeting form the basis of the Minutes.

Report

The Committee recommendations are now presented for consideration by Council and if accepted, are endorsed as the decisions of Council. Any Elected Member may withdraw any item from the Committee meeting for discussion and propose an alternative recommendation for Council's consideration. Any such items will be dealt with separately, as provided for in Council's Standing Orders.

The primary focus of this meeting was to review the Policies and Position Statements of the Community Services Division, in accordance with Council's decision.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

As contained in the Minutes.

Legal Implications

N/A

Community Consultation

As contained in the Minutes.

Attachment(s)

Minutes and attachments of the Delegated Authorities, Policies and Position Statements Committee Meeting – 26 July 2012.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

13.3 (OCM 09/08/2012) - MINUTES OF THE GRANTS AND DONATIONS COMMITTEE MEETING - 16 JULY 2012 (CR/G/003) (RAVARD) (ATTACH)

RECOMMENDATION

That Council receive the minutes of the Grants and Donations Committee meeting held on 16 July 2012, and adopt the recommendations contained therein.

COUNCIL DECISION

Background

The Council of the City of Cockburn established the Grants and Donations Committee to recommend on the level and the nature of grants and donations provided to external organisations and individuals. The Committee is also empowered to recommend to Council on donations and sponsorships to specific groups and individuals.

Submission

To receive the minutes of the Grants and Donations Committee and adopt the recommendations of the committee.

Report

Council approved a budget for grants and donations for 2012/13 of \$1,010,000. The Grants and Donations Committee is empowered to recommend to Council how these funds should be distributed.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

Council approved a budget for grants and donations for 2012/13 of \$1,010,000.

Following is a summary of the proposed grants, donations and sponsorship allocations.

Proposed Expenditure

Committed and Contractual Grants	\$392,756
Grants	\$426,150
Donations	\$120,000
<u>Sponsorship</u>	<u>\$82,000</u>
Total	\$1,020,906

Income

2012/13 Allocated Budget	\$1,010,000
Plus Carry Forward	\$10,906
Total	\$1,020,906
Balance	\$0

Legal Implications

N/A

Community Consultation

The position of Council is for the availability of grants and donations to be advertised through the City's website, local media, Cockburn Soundings, Council networks and related means.

It is recommended that advertising commence immediately following the Council decision to ensure a wider representation of applications.

Attachment(s)

1. Minutes of the Grants and Donations Committee Meeting on 16 July 2012, including amended Summary of Grants, Donations and Sponsorship Committee Recommended Allocations 2012/13 as per committee recommendations.

Advice to Proponent(s)/Submissioners

N/A

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

Nil

14. PLANNING AND DEVELOPMENT DIVISION ISSUES

14.1 (OCM 09/08/2012) - CONSIDERATION OF SUBMISSION RECEIVED FROM ADVERTISING OF DRAFT LEASE AGREEMENT OF RESERVE 24308 (NAVAL BASE SHACKS) - OWNER: STATE OF WESTERN AUSTRALIA - APPLICANT: CITY OF COCKBURN (SM/L/002) (L GATT / A TROSIC) (ATTACH)

RECOMMENDATION

That Council:

- (1) notes the submission received from the advertising under Section 3.58 *Local Government Act 1995* of the Lease Agreement for Reserve 24308; and

- (2) endorses the Lease Agreement as provided in Attachment 1 without modification and proceed to implement these new leasing arrangements for Reserve 24308.

COUNCIL DECISION

Background

At the Ordinary Council Meeting held on 10 May 2012 Council resolved to endorse the new Lease Agreement for Reserve 24308. This was subject to minor amendments, and also the statutory advertising required under Section 3.58 of the *Local Government Act 1995*. The Lease Agreement concerns the 178 sites (known as shacks) at Reserve 24308 (known as the Naval Base Holiday Park).

The specific terms of Council's decision were as follows:

That Council:

- (1) *endorse a lease term of five years with an option for a further five year term at the absolute discretion of the City of Cockburn at the agreed lease fee of \$2,000 per annum with CPI increases annually. The lease fee includes rubbish collection charges, the emergency services levy and security services charges;*
- (2) *endorse a reduced demolition levy of \$300.00 per annum fixed for two years and, following the fixed term, the levy to be increased annually by CPI. Amend the Schedule to show the 'Heading' 8b;*
- (3) *endorse the amended Lease Agreement and Schedule in the Attachments reflecting points (1) and (2) above;*
- (4) *advertise the draft leases in accordance with Section 3.58 of the Local Government Act and if no objections are received proceed to endorse each of the leases. If an objection(s) are received then a report is to be prepared for the consideration of Council with the stated objections. The lease agreements to be signed by the Mayor and the Chief Executive Officer;*

(5) *endorse the preparation of a Management Plan for Reserve 24308 which will include the following components for the future management of the Reserve:*

1. *The lease assignment process*
2. *Internal office procedures*
3. *Emergency management procedures*
4. *Site maps*
5. *Facilities management information*
6. *Detailed planning for infrastructure upgrades, including financial planning to ensure infrastructure upgrade costs are met through the lease fee and associated reserve funds.*

(6) *advertise the draft lease in accordance with section 3.58 of the Local Government Act.*

In accordance with Council's decision the intention to lease was advertised in the West Australian Newspaper on 19 June 2012, providing a period of 15 days for any comments. The closing date for any comments was 3 July 2012 and one submission was received. This report considers this submission

Submission

N/A

Report

The future management of Reserve 24308 has been under consideration by the City over the last two years. Part of the future management of the reserve involves the preparation of a more robust lease agreement which will provide the City with the right framework to manage the site from an administrative perspective.

The City's solicitors have been involved in the preparation of the lease agreement taking into consideration the appropriate legislation for the management of the site. A copy of the lease agreement (as endorsed by Council) is available at Attachment 1.

The lease agreement was endorsed at the Council meeting on 10 May 2012 subject to inter alia, the advertising under Section 3.58 *Local Government Act 1995*. The advertisement was placed in the West Australian Newspaper on 19 June 2012 providing a period of 15 days for any comments. The closing date for any comments was 3 July 2012. A copy of the advertisement is available at Attachment 2.

One submission was received which is available at Attachment 3.

It should be noted that the comments detailed in the submission have been the subject of two previous submissions. A detailed response has previously been prepared, by the City's Solicitors, on these comments, a copy of which is provided as Confidential Attachment 4.

The submission and relevant extracts from the City's previous responses are detailed below:

Comment - I support the intent that a lease it to be offered to the Park; however I again object to the intent of the Lease being of a Commercial nature. To explain, previously the City managed the Park as a Caravan Park for many years; this was confirmed in the briefing note provided to council previously. It is not enough to say the chalets do not conform to these regulations. The State Government has legislation for the various Park homes, after many years of problems they enacted these legislations to ensure the rights of the parties and allow better management.

CoC Response - The draft lease does not conform or reflect what might ordinarily constitute a 'commercial lease' or a 'residential tenancy lease', as the tenancy arrangements being established in this case are not consistent with either of those typical leasing arrangements.

The *Residential Tenancies Act 1987* does not apply to these tenancies as they relate to holiday accommodation rather than an actual residency. Likewise, the provisions of the *Residential Parks (Long-Stay Tenants) Act 2006* do not apply to these tenancies as they relate to holiday accommodation rather than an actual residency.

Furthermore, the nature of the existing structures on the Reserve are not consistent with the types of occupancy contemplated in the *Caravan Parks and Camping Grounds Act 1995* or the *Caravan Parks and Camping Grounds Regulations 1987*, as the existing shacks do not comprise 'park homes' or 'caravans' within the respective definitions of those Acts. The lease is intended to cater to the specific requirements of the Reserve having regard to the existing structures.

Therefore, there is no standard or prescribed form for the types of leases that are sought to be established by the City for the reserve. The document that has been prepared is neither a standard commercial document nor a standard residential tenancy document, as neither of those circumstances is applicable.

Comment - The Acts come under the Department of Commerce or Consumer protection and are administered by Local Government. They allow for dispute resolution, management committees, rights of the

parties and more. By forcing a Commercial type lease we the lessees lose the protection of the consumer protection and the various Acts.

CoC Response - The Department of Commerce regulates the leasing of residential property in Western Australia. As discussed earlier, the lease does not relate to residential property so the lease does not fit within the ambit of the Department of Commerce's responsibilities or expertise. As a consequence, it is not practical or necessary to involve the Department of Commerce."

Comment - Local Government is charged with administering the Caravan and Camping Act, Park homes in general, retirement homes, residential parks and so forth. The City is avoiding its responsibilities by going outside current legislation and setting a bad example for others to follow. The Consumer protection has said to me, even if they wanted to go outside the Act they should at least use the standard agreements provided or face a challenge later that their lease is unreasonable or unjust. I think this Park should be managed under one of the existing sets of legislation.

It is correct that the Reserve could, in the future, be managed as a 'caravan park' under the CPCG Act. It is also accepted that the CPCG Act establishes various powers in relation to 'caravans' that are brought onto a 'caravan park'. However, the existing shacks do not constitute 'caravans' (for the purposes of the CPCG Act) and, in effect, cannot be brought into compliance with the CPCG Act without being removed altogether.

I suggest the lease needs to be changed; this would only make it easier to administer the Park. It would not take much mainly the dispute clauses, bonds and required Management Committees.

CoC Response - The draft lease endeavours to address all relevant issues and concerns applicable to the occupancy arrangement at the Reserve. The City has already reviewed submissions in relation to the lease and has carried out various amendments on the basis of those comments.

Conclusion

The establishment of this more robust lease agreement will provide the City with a clear and concise document that has been established through working collaboratively with representatives of the Naval Base shacks Community Reference Group and consultation with lessees through the group over the past two years. The issues raised in this submission have been previously dealt with through the formulation process of the lease and through Council's formal consideration of the lease at the May 2012 Ordinary Council Meeting.

It is recommended that the submission be noted, but that no changes to the lease agreement be undertaken as a result.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Infrastructure Development

- To provide an appropriate range of recreation areas that meets the needs of all age groups within the community.

Lifestyle and Aspiration Achievement

- To facilitate and provide an optimum range of community services and events.

Budget/Financial Implications

The new lease fee is constructed in a way to reflect the value of shack leases based on two external valuations. The income from the lease fee and the special demolition levy are to be quarantined into two specific reserves respectively. The lease fee is to fund the operating costs as well as the capital expenditure program. The special demolition fee is to fund future removal of a shack should a lessee fail to do so. If a lessee removes a shack in accordance with their lease the full amount of the levy will be refunded to them, on completion of the removal, including interest accumulated on the levy.

178 Shacks @ Lease Fee \$2,000 = \$356,000.00.

178 Shacks @ Demolition Levy \$300.00 = \$53,400.00

Legal Implications

Land Administration Act 1997
Property Law Act 1969
Building Act 2011
Health Act 1911
Planning and Development Act 2005

Community Consultation

Advertisement West Australian Newspaper 19 June 2012.

Attachment(s)

1. Draft Lease

2. Copy of advertisement
3. Copy of submission
4. Lease Agreement, "confidential, provided under separate cover".

Advice to Proponent(s)/Submissioners

The submissioner has been advised that the report will be presented to Council at its Ordinary Council meeting 9 August 2012.

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

Nil.

14.2 (OCM 09/08/2012) - PROPOSED STRUCTURE PLAN - LOCATION: LOT 9001 GAEBLER ROAD AND LOT 35 BARFIELD ROAD, HAMMOND PARK - OWNER: MAINLAKE HOLDINGS PTY LTD AND - APPLICANT: GREG ROWE AND ASSOCIATES (SM/M/059) (R COLALILLO) (ATTACH)

RECOMMENDATION

That Council:

- (1) endorse the Schedule of Submissions prepared in respect of the Structure Plan;
- (2) pursuant to Clause 6.2.9.1 of City of Cockburn Town Planning Scheme No. 3 ("Scheme"), adopt the Structure Plan for Lot 9001 Gaebler Road and Lot 35 Barfield Road, Hammond Park as (as shown within Attachment 3) subject to:
 1. the provision of footpaths for the Structure Plan being updated to reflect Attachment 5.
- (3) subject to compliance with (2) above, in pursuance of Clause 6.2.10.1 of the Scheme, the proposed Structure Plan be sent to the Western Australian Planning Commission for endorsement;
- (4) advise the proponent and those persons who made a submission of Council's decision;
- (5) advise the proponent that Developer Contribution Area 13 - Community Infrastructure is now operational under the Scheme. Landowners subdividing to create residential allotments and/or developing grouped/multiple dwellings will therefore be required to make contributions in accordance with the developer contribution plan requirements; and
- (6) advise the proponent that Council is currently in the final processes of an amendment to the Scheme, which seeks to

introduce new developer contribution arrangements for proposed Development Contribution Area 9 - Hammond Park. Landowners subdividing to create residential allotments will be required to make contributions in accordance with the new developer contribution arrangements once the Scheme amendment becomes operational.

COUNCIL DECISION

Background

The subject land comprises two lots with a total combined area of approximately 4 hectares. It is bound by Gaebler Road to the north, Barfield Road to the east, an undeveloped land parcel to the south and Irvine Parade to the west.

The subject area is zoned 'Urban' under the Metropolitan Region Scheme ("MRS") and 'Development (DA9)' under City of Cockburn Town Planning Scheme No. 3 ("Scheme"). Pursuant to Clause 6.2.4 and Schedule 11 of the Scheme, a Structure Plan is required to be prepared and adopted prior to any subdivision and development of land within a Development Area.

In accordance with the above, a Structure Plan has been submitted to the City by Greg Rowe and Associates on behalf of the landowner, to guide future residential subdivision for Lots 9001 Gaebler and Lot 35 Barfield Road, Hammond Park.

The purpose of this report is to consider the Structure Plan for adoption in light of the advertising process which has taken place.

Submission

N/A

Report

Southern Suburbs District Structure Plan - Stage 3

The subject land is located within the Southern Suburbs District Structure Plan - Stage 3 ("SSDSP3") which is currently in the process

of being updated. A copy of SSDSP3 is shown in Attachment 2. The updated version of SSDSP3 identifies that the subject land will be required to demonstrate the achievement of a minimum 15 dwellings per gross urban zoned hectare of land and a minimum of 22 dwellings per site hectare of residential land. The Proposed Structure Plan has a density of approximately 19 dwellings per gross hectare and 27 dwellings per site hectare and therefore achieves the targets set by the updated SSDSP3.

It should be noted that the 15 dwellings per hectare is now a revised minimum target set by the Western Australian Planning Commission's ("WAPC's") 'Directions 2031 and Beyond' Strategic Plan ("Directions 2031"). This is the key strategic plan contemplating how future growth of the Perth and Peel area will be managed. Achieving at least 15 dwellings per hectare as part of new residential subdivision and development is an important aspect of the growth targets set within Directions 2031.

Proposed Structure Plan

The Proposed Structure Plan design provides for a diversity of lot sizes and housing types, with a potential total of 64 residential lots being proposed. The Proposed Structure Plan comprises a mix of 'R20', 'R25' and 'R30' coded lots, local roads and an area of public open space ("POS"). A copy of the Proposed Structure Plan is shown in Attachment 3.

The Proposed Structure Plan is considered to respond well to surrounding development and provides for suitable future integration with the undeveloped land to the south. The proposed densities and street layouts will ensure a consistent streetscape is maintained where development has already occurred.

A Dual Use Path will be required to be provided on the western side of Barfield Road which is consistent with residential development to the north and south of the subject land. During the assessment process it was noted that some modification to the footpath locations could be undertaken, the better ensure appropriate connectivity with existing residential development to the south. These recommended updates are shown in Attachment 4 and effectively form the only modification recommended by officers.

Public Open Space

The Draft SSDSP3 requires all landowners to provide their 10 per cent POS requirement within their own landholding. A POS area of 4023m² is proposed as part of the Proposed Structure Plan. This is proposed to abut the southern boundary of the site, to enable future consolidation

with POS provided on the adjoining Lot 100 when it is developed in the future.

Local Water Management Strategy

In accordance with the requirements of the Department of Water ("DoW") and WAPC, a Local Water Management Strategy ("LWMS") has been prepared by CID consultants, on behalf of the landowner. The LWMS has been assessed and approved by both the DoW and City.

Consultation

The Proposed Structure Plan was referred to the WAPC for comment in accordance with Clause 6.2.7.2 of the Scheme as it proposes the subdivision of land. No comments were received from the WAPC and as such the City proceeded to advertise the proposal for public comment.

The Proposed Structure Plan was advertised for public comment for 21 days in accordance with the Scheme requirements. Three submissions were received from government authorities and servicing agencies with all submissions expressing no objection subject to certain conditions and/or advice. The submissions that were received are set out and addressed in detail within the Schedule of Submissions (Attachment 5).

No modifications to the Proposed Structure Plan are recommended as a result of the formal advertising process.

Conclusion

The Proposed Structure Plan is consistent with the updated SSDSP3 and surrounding residential development. The design of the Proposed Structure Plan conforms to Liveable Neighbourhoods principles and integrates with the adjacent road network and lot layout in a logical manner. It is therefore recommended that Council adopt the Proposed Structure Plan.

Strategic Plan/Policy Implications

The Planning Policies which apply to this item are:

SPD4 'Liveable Neighbourhoods'

APD4 'Public Open Space'

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.

- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Budget/Financial Implications

The Structure Plan fees for this proposal have been calculated in accordance with the *Planning and Development Regulations 2009*, including the cost of advertising and this has been paid by the applicant.

The Structure Plan falls within Draft Development Contribution Area 9 – Hammond Park which is the subject of Amendment No. 28 to the Scheme and is yet to be formally approved by the WAPC. However, recent advice from the DoP has indicated that the Amendment is likely to proceed to the approval stage subject to modifications and readvertising being undertaken by the City. The modified Amendment has now been advertised and will be considered at a future Council meeting for adoption.

Although still draft at this stage, Amendment No. 28 is a seriously entertained proposal and as such its requirements have been implemented through the use of legal agreements with subdividers. Once adopted, all the subject landowners will be required to make a proportional contribution to land, infrastructure, works and all associated costs required as part of the development and subdivision of the Southern Suburbs Stage 3 Development Contribution Areas.

Subdivision and development of the subject land is also subject to the requirements of the City's Development Contribution Plan 13 – Community Infrastructure.

Legal Implications

N/A

Community Consultation

Community consultation was carried out for a period of 21 days. The proposed structure plan was advertised in the newspaper, on the City's website and letters were sent to affected landowners and government/servicing authorities in accordance with the scheme requirements. A total of three submissions were received.

Analysis of the submissions has been undertaken within the 'Report' section above, as well as the attached Schedule of Submissions.

Attachment(s)

1. Location Plan
2. Draft South Suburbs District Structure Plan - Stage 3
3. Proposed Structure Plan
4. Proposed Structure Plan with footpath modifications
5. Schedule of Submissions

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 August 2012 Ordinary Council Meeting.

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

Nil.

14.3 (OCM 09/08/2012) - TELECOMMUNICATIONS MONOPOLE TOWER AND EQUIPMENT CABIN - LOCATION: 90 (LOT 12) TRAINING PLACE, JANDAKOT - OWNER: WESTERN AUSTRALIAN PLANNING COMMISSION - APPLICANT: PLANNING SOLUTIONS PTY LTD (1514420) (T CAPPELLUCCI) (ATTACH)

RECOMMENDATION

That Council recommends that the application be approved by the Western Australian Planning Commission (WAPC), for a Telecommunications Monopole Tower and Equipment Cabin at No. 90 (Lot 12) Training Place, Jandakot, in accordance with the Telecommunications Act 1997, attached plans and s ubject to the inclusion of the following conditions and advice notes:

CONDITIONS

1. The proposed equipment shall be of a colour compatible with the existing equipment on site.
2. All equipment being replaced should the facility be removed from the above site.
3. The City of Cockburn shall not be liable to any claim for compensation as a result of the above Telecommunications Facility.

ADVICE NOTE

1. This is a P lanning 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.

2. advises the objectors of the Council's recommendation that the Council has limited powers concerning the control of telecommunications facilities.

COUNCIL DECISION

Background

This proposal requires referral to the Council for recommendation to the WAPC, as per the City's Telecommunications Policy APD13 'High Impact Facilities' where any facility not determined to be low-impact under the Telecommunications (Low-Impact Facilities) Determination 1997 (as amended) requires Council Approval and cannot be considered under Delegated Authority.

As the proposed development will take place on land reserved under the Metropolitan Region Scheme (MRS) for 'Public Purposes', the approval of the Western Australian Planning Commission (WAPC) is required in accordance with the Public Works Act and Planning and Development Act 2005. Therefore, the City of Cockburn forwarded the application to the WAPC within seven (7) days of receiving the application, for determination by the WAPC in accordance with Part IV – Development Division 1, Clause 29 (1) of the MRS.

The WAPC confirms that it has received agreement to extend the period for consideration of the application and advises that a decision will be deferred, until no later than 24 August 2012 to provide time for a referral response from the City of Cockburn to be provided via this Council Meeting.

Submission

The applicant seeks approval, on behalf of Vodafone, to install a new telecommunications monopole, an equipment cabin at ground level, and ancillary access and safety equipment. Specifically, it is proposed to accommodate three (3) Vodafone panel antennas and one (1) radio

communications dish on the proposed monopole. The overall height including the antennas will be 29.2 metres above ground level.

The proposed monopole will be of a 'galvanised' finish, with panel antennas close mounted on the pole, minimising the visual bulk of the infrastructure on the surrounding locality. The proposed equipment cabin is to be a colorbond structure in 'Pale Eucalypt'. The infrastructure shall therefore blend with the existing structures and infrastructure existing on the subject site and the immediate surrounds.

While telecommunications infrastructure including a monopole tower already exists on the subject site, detailed investigations of the locality by the applicant revealed no opportunities to co-locate the proposed telecommunications infrastructure, or utilise any existing structures which would satisfy the coverage objectives for the facility.

As per the City of Cockburn's Telecommunications Policy APD13 'High Impact Facilities', notice of the proposed development to all landowners within a 500 metre radius of the proposed location with an invitation to make comment on the proposal within 21 days was conducted. Nine (9) submissions were received with two (2) supporting the application and seven (7) objections received.

The table in the report below details lists the issues raised and provides a response on those matters. Generally the objections related to negative visual impact, exposure to electromagnetic energy concerns and devaluation of property. The supporting comments were in relation to the improved phone coverage the facility would provide.

Report

The following section provides a discussion of the various issues affecting the proposal.

Telecommunications Policy APD13 'High Impact Facilities'

The Telecommunications Policy APD13 'High Impact Facilities' was prepared to deal with non low-impact (high impact) facilities where Planning Consent is required. The policy states that in considering any application for new telecommunications infrastructure, Council will have regard for the following matters:-

1. The siting of mobile telephone towers is to be located where possible within industrial, commercial or other non-residential zoned land within the district and as far as possible from any residence.

2. Mobile telephone facilities are to be co-located with existing infrastructure where the opportunity exists.
3. The location and appearance of facilities should be chosen to minimise the visual impact on the locality. In particular, the amenity of residential inhabitants should not be affected.
4. No new telecommunications towers are to be located within 500 metres of any existing/proposed residence or other sensitive land use activity.

In relation to the above, the proposed site is within an area reserved under the MRS for 'Public Purposes', under the management of Western Power for use as electricity supply, storage, maintenance and training centre for State electricity provision and services.

The proposal does not comply with ADP13 with respect to the 500m setback from residential development. Existing residential development is located approximately 185 metres to the south and 290 metres to the west of the proposed facility. Between the subject site and the residential dwellings, railway reserved land and the Kwinana Freeway provide significant setback and development buffers.

While the application does not comply with the 500m setback requirement of the policy there have been specific decisions made by the State Administrative Tribunal and other courts in Australia that such policy provisions have no statutory weight and cannot be used to determine the location of telecommunications facilities. Decisions made on the basis of such policy provisions have been determined to be invalid and have no planning merit.

Further to the above the proposed facility is separated from residential development by the Kewdale to Kwinana industrial rail link and the Kwinana Freeway. In addition, it is noted that the immediate area contains a number of existing tall structures, including high voltage transmission towers, Freeway lights servicing the Kwinana Freeway, railway infrastructure including electricity poles, plus the existing telecommunications monopole on the site.

While telecommunications infrastructure already exists on the subject site, detailed investigations of the locality by the applicant revealed no opportunities to co-locate telecommunications infrastructure, or utilise existing structures, which would satisfy the coverage objectives for the facility. From undertaking a site visit, there is no room to co-locate any additional antennas on the existing pole without significant upgrade of or replacement of the existing structure. Increasing the existing structure's height would also impact on the Jandakot Airport OLS and not be permitted.

Where co-location is not a viable option the State Planning Policy 5.2 states that co-siting of structures is preferred rather than being scattered in a broader area. This proposal is consistent with that objective and APD13.

The proposed telecommunications infrastructure will facilitate expansion of the high-speed next generation mobile network, which will see customers enjoying improved high quality content, wireless broadband access and further mobilisation of business applications. While the proposal results in a new monopole on-site, the site is not considered a community sensitive location which is dominated by large infrastructure and tall visual elements that the proposed structure will integrate with.

Jandakot Airport

The subject site is located within the Jandakot Airport 'Inner Horizontal Surface' area and accordingly any development is subject to 'Inner Obstacle Limitation Surfaces' restrictions.

The subject site is located within the Airport's aircraft approach and take-off flight path alignments and within the 'R.L. 73.5 metre Australian Height Datum (AHD) Inner Horizontal Surface' area. The proposed monopole and antennas will have an overall height of 29.2 metres AGL, which then added to the AHD level of the subject site of 44 metres, gives an overall level of 73.2 metres AHD. The proposal therefore is below the 'Inner Horizontal Surface' area and will not impact on Jandakot Airport operations.

The proposal was advertised to the Department of Aviation during the Community Consultation period and no response was received, however it is the WAPC's responsibility to consult with the airport directly as the determining agency.

Conclusion

The location of the facility on the site is considered to minimise impacts on the amenity of the surrounding residential area. Colour matching of the facility with the existing background will further reduce its visual impact. In relation to public health concerns, the report on the estimated Radiofrequency Electromagnetic Emissions would demonstrate operation of the facility at a level well within the requirements set by the federal Australian Communications Authority (ARPANSA Standard) which are themselves well below the World Health Organisation standards.

As part of the carrier's obligations under the *Telecommunications Code of Practice* to co-locate facilities, the applicant has demonstrated that the potential for co-location, on the existing pole at the subject site, was considered in this instance. The applicant has noted that the existing pole does not have any room remaining on which to co-locate additional antennas which are required in order to upgrade the existing Vodafone network.

In light of the above, it is considered that the proposed new telecommunications monopole and equipment cabin on land zoned 'Public Purposes' is able to be supported as it is generally consistent with the provisions of the Scheme, APD13 and State Planning Policy 5.2.

It is therefore recommended that Council recommends the application be Approved by the WAPC, subject to conditions set out in the proposed recommendation to address the above matters.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.
- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Budget/Financial Implications

Although the property is owned by the State, as it will be subject of a commercial lease, it will be a rateable property.

Legal Implications

Town Planning Scheme No. 3
Planning and Development Act 2005
State Administrative Tribunal Regulations
Telecommunications Act 1997

Community Consultation

In accordance with the City of Cockburn's Telecommunications Policy APD13 'High Impact Facilities', notice of the proposed development to all landowners within a 500 metre radius of the proposed location with an invitation to make comment on the proposal within 21 days was conducted. A copy of the schedule of submissions is detailed in Attachment 5.

Attachment(s)

1. Location Plan
2. Elevations
3. Photomontage
4. EME Report
5. Schedule of Submissions

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 August 2012 Council Meeting.

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

Nil.

14.4 (OCM 09/08/2012) - CLOSURE OF WESTERN POWER PADMOUNT SITE LOCATION: RUTHERFORD ENTRANCE, SUCCESS OWNER: GOLD ESTATES AUSTRALIA (1903) LTD APPLICANT: ROBERTS DAY PTY LTD (451765) (L GATT) (ATTACH)

RECOMMENDATION

That Council:

- (1) requests the Minister for Lands to close portion of Rutherford Entrance, Success which encompasses the Western Power padmount site in accordance with Section 58 of the *Land Administration Act 1997*;
- (3) supports the land resulting from the road closure being purchased by the adjoining landowner (Gold Estates Australia 1903 Ltd) as per the normal procedures of the *Land Administration Act 1997*; and
- (4) advise the applicant of this decision accordingly.

COUNCIL DECISION

Background

A request has been received on behalf of the adjoining landowner to close portion of Rutherford Entrance which encompasses a Western Power padmount site adjoining Lot 443 Rutherford Entrance. The purpose of this report is to consider this request.

Submission

By way of letter, Robertsday Planning Consultants requested that the City initiate the closure of the portion of Rutherford Entrance, Success (refer to Attachment 1). The subject area is a Western Power padmount site adjoining Lot 443 Rutherford Entrance (refer to Attachment 2). The proponent has agreed in writing to meet all costs associated with the proposed road closure, a copy of which is provided within Attachment 1.

Report

At the time of creating Lot 443 Rutherford Entrance, a small road widening of 15.4m² was created to accommodate a Western Power transformer. This now conflicts with the proposed development for Lot 443, and accordingly removal of the transformer is proposed as part of the development of the land. As the transformer sits within a portion of the adjoining Rutherford Entrance road reserve, formal road closure processes must occur to allow the land to be transferred into the title of the adjoining Lot 443.

Telstra have responded that there are assets in the vicinity of the padmount site and Robertsday have accepted the terms detailed in the correspondence from Telstra (see Attachment 3 and 4). Other than the transformer, there is no other utility infrastructure in the Western Power padmount site, and all other service providers have responded advising that they have no objections to the proposal.

Western Power has indicated that there will be costs associated with the relocation of the transformer, and these costs will be factored into the eventual sale price of the closed road reserve. These costs will be the responsibility of Western Power and the proponent to agree on. This has now taken place.

It is recommended that Council support the request, and write to the Minister for Lands requesting formal closure of the portion of Rutherford Entrance in accordance with Section 58 of the *Land Administration Act 1997*.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.
- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Budget/Financial Implications

The proponent will be required to meet all associated costs. Council is in receipt of the evidence of written agreement between the applicant and Western Power and the receipt of payment of the costs to relocate the transformer

Legal Implications

To be undertaken in accordance with Section 58 of the *Land Administration Act 1997*.

Community Consultation

Advertised on 10 January 2012, in accordance with Section 58 of the *Land Administration Act 1997*. No objections have been received.

Attachment(s)

1. Letter of request from Roberts Day Pty Ltd
2. Location Plan

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 August 2012 Ordinary Council Meeting.

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

Nil.

14.5 (OCM 09/08/2012) - CONSIDERATION TO ADOPT SCHEME AMENDMENT NO. 90 - LOCATION: LOTS 1, 803 AND PORTION OF LOT 802 YANGEBUP ROAD; LOTS 7, 99, 146 AND 147 HAMMOND ROAD; PORTION OF LOCAL ROAD RESERVE AND; LOT 4308 BEELIAR DRIVE, COCKBURN CENTRAL - OWNER: ALESSANDRINE/CITY OF COCKBURN - APPLICANT: BURGESS DESIGN GROUP (93090) (T GREENHILL) (ATTACH)

RECOMMENDATION

That Council

- (1) endorse the Schedule of Submissions prepared in respect of Amendment No. 90 to City of Cockburn Town Planning Scheme No. 3 ("Scheme");
- (2) adopt for final approval Amendment No. 90 to City of Cockburn Town Planning Scheme No. 3 ("Scheme") by:
 1. Rezoning Lots 1 and 803 Yangebup Road; Portion of Lot 802 Yangebup Road; Lots 7, 99, 146 and 147 Hammond Road; Portion of Local Road Reserve and; Lot 4308 Beeliar Drive, Cockburn Central from 'Light and Service Industry' and 'Local Centre' to 'Development' zone with a 'Development Area 35' designation as shown on the Scheme Amendment Map.
 2. Amending the scheme map accordingly;
 3. Amending Schedule 11 – Development Areas, contained within the Scheme Text by inserting a new DA 35 – Hammond Road North as follows:

Schedule 11 Development Areas

Ref. No.	Area	Provisions
DA 35	Hammond Road North (Development Zone)	<ol style="list-style-type: none"> 1. An approved Structure Plan adopted in accordance with Clause 6.2 of the Scheme shall apply to the land to guide subdivision, land use and development. 2. The Structure Plan is to provide for future commercial, retail and mixed business development and compatible uses incidental thereto. The extent of such uses will be subject to the preparation and approval by Council of an economic/retail impact assessment prepared in accordance with State

			<p>Planning Policy No. 4.2.</p> <ol style="list-style-type: none"> 3. Land uses classified in the Structure Plan apply in accordance with Clause 6.2.6.3. 4. All development shall be in accordance with Detailed Area Plans and/or Design Guidelines prepared and approved by Council under Clause 6.2.15 of the Scheme. 5. The adopted Structure Plan must be accompanied by a comprehensive traffic assessment, including a Vehicle Access and Parking Strategy, addressing the function of the 'Main Street' and industrial through traffic, as well as protecting the regional functionality of Beeliar Drive, to the satisfaction of Council. 6. The adopted Structure Plan must address and resolve the implementation and land swap arrangements as contained in the legal agreement and contract of sale between the proponent and City of Cockburn, signed 22 January 2001. 7. All future development that fronts the north-south road through the site must be based on 'Main Street' principles and addressed in Detailed Area Plans and/or Design Guidelines.
(3)	in anticipation of the Hon. Minister's advice that final approval will be granted, the documents be signed, sealed and forwarded to the Western Australian Planning Commission without modifications; and		
(4)	advise the applicant and submitters to Amendment No. 90 of Council's decision accordingly.		

COUNCIL DECISION

Background

At its ordinary meeting held on 8 March 2012 Council resolved to initiate Amendment No. 90 to City of Cockburn Town Planning Scheme No. 3 ("Scheme"). The purpose of the amendment is to rezone properties known as Lots 1, 803 and portion of Lot 802 Yangebup Road, Lots 7, 99, 146 and 147 Hammond Road, portion of Local Road Reserve and Lot 4308 Beeliar Drive Cockburn Central from 'Light and Service Industry' and 'Local Centre' to 'Development' zone, as well as amend Schedule 11 – Development Areas by inserting a new Development Area 35.

The Scheme amendment was referred to the Environmental Protection Authority who granted consent to advertise. The amendment was subsequently advertised for public comment between 5 June 2012 and 17 July 2012, for a period of 42 days in accordance with the *Town Planning Regulations Act 1967*.

A total of 14 submissions were received. The purpose of this report is to consider the amendment for final adoption in light of the advertising process having taken place.

Submission

Burgess Design Group on behalf of the Alessandrini family, the owners of the subject site, has lodged a scheme amendment proposal to rezone the site to 'Development' and 'Development Area 35'.

Report

Background

The subject land is bounded by Yangebup Road to the north, Hammond Road to the east, Beeliar Drive to the south and the Beeliar Regional Recreation Reserve to the west (refer Agenda Attachment 1 for a copy of the location plan).

The site has been operating as the Tony Ale Markets for a number of years and more recently a Waldecks Nursery and the West 'n' Fresh Fishmongers have established in new buildings on the site. There are three existing houses located on the site. These uses operate on the eastern portion of the site with the majority of the site being vacant (refer Agenda Attachment 2 for an aerial photograph of the site).

The Hammond Road/Beeliar Drive intersection is currently configured as a staggered T intersection. This current intersection configuration does not function adequately from a traffic safety and management point of view, and the City of Cockburn is currently undertaking a

project that will realign Hammond Road (north of Beeliar Drive) so that it aligns with Hammond Road to the south of Beeliar Drive to form traffic light controlled four-way intersection. The proposed Scheme amendment takes into account these proposed changes.

Subject Site and Zoning

Agenda Attachment 1 shows the location of the subject site and the following table provides further details.

Address	Land area (ha)	Owners
Lot 1 Yangebup Road	1.0197	Alessandrini
Lot 802 Yangebup Road	1.5595	Alessandrini
Lot 803 Yangebup Road	0.9036	Alessandrini
Lot 7 Hammond Road	2.2283	Alessandrini
Lot 99 Hammond Road	1.2903	Alessandrini
Lot 4308 Beeliar Drive	0.3597	Alessandrini
Lot 147 Hammond Road	0.0666	City of Cockburn
Lot 146 Hammond Road	0.0987	City of Cockburn
Portion of Hammond Road reserve	0.1715	State of Western Australia

The proposal incorporates a number of lots that make up the Tony Ale site. A small portion of land owned by the City and a portion of road reserve have been added to the proposed Development zone to reflect proposed changes to the alignment of Hammond Road which the City is undertaking.

The subject site is zoned 'Urban' under the Metropolitan Region Scheme, except for a portion of the existing Hammond Road which is reserved as 'Other Regional Roads'. While logically part of the area, this is excluded from the proposed rezoning due to the operation of regional reservations under Section 126 of the *Planning and Development Act 2005*. Under the City's Scheme, the majority of the site is zoned 'Light and Service Industry' with a portion of the site zoned 'Local Centre'. There is also a small portion which exists as a Local Road Reserve.

Scheme Amendment Proposal

The Scheme amendment proposes to rezone the subject site to 'Development' and 'Development Area 35'. Refer to agenda Attachment 3 which illustrates the existing and proposed changes to the City's Scheme.

The purpose of the 'Development' zone in this instance is to provide for structure planning to guide a primarily commercially focused

development in a comprehensive manner. The 'Development Area 35' provisions allow Council to apply requirements to the future structure plan. A set of requirements have been developed and are provided below:

Ref. No.	Area	Provisions
DA 35	Hammond Road North (Development Zone)	<ol style="list-style-type: none"> 1. An approved Structure Plan adopted in accordance with Clause 6.2 of the Scheme shall apply to the land to guide subdivision, land use and development. 2. The Structure Plan is to provide for future commercial, retail and mixed business development and compatible uses incidental thereto. The extent of such uses will be subject to the preparation and approval by Council of an economic/retail impact assessment prepared in accordance with State Planning Policy No. 4.2. 3. Land uses classified in the Structure Plan apply in accordance with Clause 6.2.6.3. 4. All development shall be in accordance with Detailed Area Plans and/or Design Guidelines prepared and approved by Council under Clause 6.2.15 of the Scheme. 5. The adopted Structure Plan must be accompanied by a comprehensive traffic assessment, including a Vehicle Access and Parking Strategy, addressing the function of the 'Main Street' and industrial through traffic, as well as protecting the regional functionality of Beeliar Drive, to the satisfaction of Council. 6. The adopted Structure Plan must address and resolve the implementation and land swap arrangements as contained in the legal agreement and contract of sale between the proponent and City of Cockburn, signed 22 January 2001. 7. All future development that fronts the north-south road through the site must be based on 'Main Street' principles and

		addressed in Detailed Area Plans and/or Design Guidelines.

Dealing with land use and design through the structure planning process is appropriate in areas requiring comprehensive planning such as the subject site. Rezoning the site 'Development' and 'Development Area 35' establishes the necessary statutory framework to require a comprehensive structure plan to occur. The structure plan will need to address a wide variety of issues, with the most significant of these captured through the proposed Development Area provisions.

The current uses on the site have developed and evolved over time and are concentrated on the eastern portion of the site along Hammond Road. The location of the current Tony Ale Market does not match the specific location of the 'Local Centre' zone depicted on the Scheme Map and rezoning the land provides the opportunity to resolve this anomaly, and look to also evolve the land precinct in a comprehensive way.

Concept and Principles Plan

The Scheme amendment incorporates a principles plan which provides general principles about how the site may develop (refer Agenda Attachment 4). The general principles include the following:

- The creation of a 'main street' linking Beeliar Drive (near Kemp Road) and Hammond Road with the alignment and extent to be determined through the structure planning process.
- Limiting access to Beeliar Drive to key intersection locations with the location and type of intersections to be determined through the comprehensive structure planning process.
- Concentrate retail uses such as the Tony Ale fruit and vegetable market along the 'main street' with Mixed Business and showrooms generally throughout the remainder of the site.
- Recognises the City's plans to realign Hammond Road and rationalise the redundant road reserve into the Development zone, excluding however the 'Other Regional Roads' reservation of the MRS.

The principles plan provides broad (non statutory) concepts about how the site may develop which is sufficient at this early planning stage. The subsequent structure planning process will need to address significant planning issues focussing upon a range of traffic, planning and environmental investigations as well as suitable discussions and negotiation with key stakeholders. An economic/ retail impact assessment will also need to be prepared in accordance with State Planning Policy No. 4.2. The principles plan is expected to evolve

during the structure planning process as results of planning and design investigations are resolved.

It needs to be emphasised that structure planning may depart from the principles plan depending on the outcomes of investigations.

It is noted that an assessment on the possible road linkages and traffic intersections shown on the principles plan have not been comprehensively justified through a traffic assessment. The proposed Development Area 35 provision specifically requires a comprehensive traffic assessment, including a vehicle access and parking strategy, which addresses the function of the 'Main Street' and industrial through traffic, as well as protecting the regional functionality of Beeliar Drive, to be undertaken to the satisfaction of Council. This is important to note.

Design Guidelines/Detailed Area Plans

The Scheme amendment and future structure plan will accommodate a variety of uses such as showroom and warehousing with more intense uses along the 'main street' such as shop and retail uses. Careful consideration will need to be given to the design of the 'main street' and how the buildings interact with the public realm to ensure the 'main street' functions as a vibrant and active street. Likewise the future extent of these uses needs to be underpinned by an economic/retail impact assessment prepared in accordance with State Planning Policy No. 4.2.

Suitable controls will also need to be in place for the proposed mixed business portion of the site which is likely to accommodate a range of uses such as showrooms and warehousing, similar to the Cockburn Commercial Park and the adjoining Yangebup Business Park.

The proposed DA 35 provisions require Design Guidelines/Detailed Area Plans to guide future development.

Local Commercial and Activity Centre Strategy

The current Cockburn Local Commercial Strategy does not identify commercial activity on the subject land, even though a portion of the site (at the corner of Hammond Road and Beeliar Drive) is zoned 'Local Centre' and the existing Tony Ale markets have been operating from the site for a number of years.

The City of Cockburn is currently midway through a comprehensive review of its Local Commercial Strategy, which is now known as the Local Commercial and Activity Centre Strategy ("LCACS"). This is consistent with the new approach under State Planning Policy 4.2

(SPP 4.2) *Activity Centres for Perth and Peel*. Council at its meeting held on the 8 December 2011 resolved to prepare the LCACS. The City is now currently advertising the document.

The draft version of the LCACS being advertised includes the site as an activity centre. This Scheme amendment will seek to provide an appropriate planning framework to enable an activity centre plan (in the form of a structure plan) to be prepared. This is therefore consistent with implementing the Draft LCACS.

The future structure plan will need to be in accordance with the principles and objectives of the LCACS and SPP 4.2. It is noted that the proposed DA35 provisions indicate the extent of retail uses will require the preparation and approval of an economic/retail impact assessment prepared in accordance with State Planning Policy 4.2.

Legal Agreement and Land Swap

There is currently a legal agreement and contract of sale in place between the City of Cockburn and the proponent (Alessandrini family). The legal agreement required the City of Cockburn to transfer in fee simple its land adjoining Lot 677 (old road reserve) (now Lot 802) to the Alessandrini's in exchange for Lot 147 and a 2,706m² portion of Lot 677. This is demonstrated in Agenda Attachment 5.

The transfer of land was not subject to any transfer of funds, with both land parcels being valued at the same amount.

The old road reserve was transferred to the Alessandrini's and Lot 147 to the City of Cockburn in 2001. Lot 677 (now Lot 802) still remains under the ownership of the Alessandrini's and the rezoning, structure plan and subdivision process provides an opportunity to complete the land swap.

The transfer of Pt lot 677 could therefore logically occur during the subdivision phase of the current rezoning and structure planning development proposal, or sooner as directed by Council. The proposed DA 35 provisions recognise the legal agreement requirements.

Hammond Road realignment

The current configuration of the Hammond Road/Beeliar Drive intersection does not function adequately from a traffic safety and management point of view. The City of Cockburn is in the process of now undertaking a project to realign Hammond Road (north of Beeliar Drive) so that it aligns with Hammond Road to the south of Beeliar Drive to form a four-way intersection controlled with traffic lights (as indicated on Attachment 6). The proposed Scheme amendment acknowledges the proposed changes.

Public Consultation

Following receipt of approval to advertise from the Environmental Protection Authority on the 21 May, 2012 the Scheme Amendment was advertised for public comment from 5 June 2012 to 18 July 2012 for a period of 42 days. The Scheme Amendment was mailed to nearby and affected land owners, published in the Cockburn Gazette and referred to relevant government authorities.

In total, 14 submissions were received for the proposed Scheme amendment including:

- 8 from adjoining landowners;
- 6 from government agencies.

All of the submissions that were received are set out and addressed in the Schedule of Submissions (Attachment 7).

The 8 submissions from surrounding landowners included; 5 submissions of support for the proposal, 1 support with modification and 2 submissions providing comment. The support with modification was to include an additional parcel within the development area.

Submissions received from Government agencies and authorities generally provided support and comment and outlined requirements for the subject site as it advances through the development process.

All the submissions have been addressed in the attached Schedule of Submissions, which forms Attachment 7 to this report. As there were no objections or significant concerns raised as part of the Scheme amendment advertising process, it is recommended that the amendment be adopted by Council to enable it to proceed to the WAPC and Hon Minister for consideration of final approval.

The comment received from the landowner requesting inclusion in the Scheme amendment were noted, however this land was located what could be considered a logical precinct for the Development Area. This landowner's land has already been approved for development as a tavern, and accordingly is not considered necessary for future planning given the development approval has secured arrangements for development.

Conclusion

The rezoning of the subject site to 'Development' and 'Development Area 35' sets up the planning framework to enable the preparation of a comprehensive structure plan for the site. Appropriate requirements

have been added to the proposed Development Area 35 provisions to guide future development and recognise previous agreements.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.
- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Employment and Economic Development

- To plan and promote economic development that encourages business opportunities within the City.

Budget/Financial Implications

The Scheme Amendment fee for this proposal has been calculated and paid in accordance with the *Planning and Development Regulations 2009*, including the cost of advertising and this has been paid by the applicant.

Legal Implications

Planning and Development Act 2005
City of Cockburn Town Planning Scheme No. 3
Town Planning Regulations 1967

Community Consultation

Following receipt of advice from the EPA, the amendment was advertised for a 42 day period. The 42 day public consultation period for Amendment 90 concluded on 18 July, 2012. The Scheme Amendment attracted 14 submissions of which none objected, 11 supported, 1 supported subject to modifications and 3 stated no objection.

Attachment(s)

1. Location plan
2. Aerial photograph
3. Proposed Scheme amendment plan
4. Principles plan
5. Transfer of land plan
6. Concept plan for Hammond Road realignment
7. Schedule of Submissions

Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 August 2012 Council Meeting.

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

Nil.

15. FINANCE AND CORPORATE SERVICES DIVISION ISSUES

15.1 (OCM 09/08/2012) - LIST OF CREDITORS PAID - JUNE 2012 (FS/L/001) (N MAURICIO) (ATTACH)

RECOMMENDATION

That Council receive the List of Creditors Paid for June 2012, as attached to the Agenda.

COUNCIL DECISION

Background

It is a requirement of the Local Government (Financial Management) Regulations 1996, that a List of Creditors be compiled each month and provided to Council.

Submission

N/A

Report

The List of Accounts for June 2012 is attached to the Agenda for consideration. The list contains details of payments made by the City in relation to goods and services received by the City.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

List of Creditors Paid – June 2012.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

15.2 (OCM 09/08/2012) - STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - JUNE 2012 (FS/S/001) (N MAURICIO) (ATTACH)

RECOMMENDATION

That Council:

- (1) receive the interim Statement of Financial Activity and associated reports for June 2012, as attached to the Agenda; and
- (2) continue to apply a materiality threshold of \$100,000 variance from the appropriate base amount for the 2012/13 financial year in accordance with Financial Management Regulation 34(5).

COUNCIL DECISION

Background

Regulations 1996 prescribes that a local government is to prepare each month a Statement of Financial Activity.

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

- (a) details of the composition of the closing net current assets (less restricted and committed assets);
- (b) explanations for each material variance identified between YTD budgets and actuals; and
- (c) any other supporting information considered relevant by the local government.

Regulation 34(4)(a) prescribes that the Statement of Financial Activity and accompanying documents be presented to Council within 2 months after the end of the month to which the statement relates.

The regulations require the information reported in the statement to be shown either by nature and type, statutory program or business unit. The City chooses to report the information according to its organisational business structure, as well as by nature and type.

Financial Management Regulation 34(5) requires Council to annually set a materiality threshold for the purpose of disclosing budget variance details. To this end, Council has adopted a materiality threshold variance of \$100,000 from the corresponding base amount for the 2011/12 financial year and it is proposed that this continue for the 2012/13 financial year.

Submission

N/A

Report

Due to ongoing end of financial year (EOFY) processing, the June financial statement being presented to Council is interim only and

subject to final audit, which is standard practice. Whilst the current closing budget position is showing a surplus of \$6.4M, this is unable to be confirmed until all EOFY processing is complete and the carried forward projects reviewed and reconciled.

The final budget position for 2011/12 will be reported to the October Council meeting, together with the list of carried forward uncompleted projects and a final version of the June statement.

Closing Funds

The City's closing municipal position of \$6.4M was \$5.7M higher than the revised full year budget target of \$714k. This mainly comprises budget underspending in the City's capital program and additional operating revenues. A significant portion of this variance is absorbed by the proposed carried forward projects.

The budgeted closing funds position has fluctuated throughout the year due to the impact of various Council decisions and some minor budget adjustments. Details of these are found in Note 3 to the financial report.

Operating Revenue

Operating revenue at \$111.3M came in \$3.6M ahead of the full year budget.

Governance

Interest earnings on investments were \$0.2M ahead of the YTD budget due to the continuing strong cash flow position. Rates related revenue was \$0.7M ahead of budget, boosted mainly by additional part year rating of properties. GST refunded by the ATO relating to adjustments made to prior year land sales under the margin scheme contributed an additional \$0.5M to revenue and has been transferred to the Land Development Reserve.

Community Services

Service charges raised for CoSafe came in \$0.1M over the full year budget.

Human Services

Family Day Care and In-Home Care

Subsidies were \$0.7M greater than the budget level. These are however offset by increased caregiver payments and consequently do not impact the municipal closing budget position.

Building Control Services

Income from building licences/permits came in \$0.2M lower than the target budget. This has been impacted by a general slowdown in building activity across the district and the introduction of the new Building Act requirements has resulted in number of applications being submitted since March.

Waste Services

Revenue from the Henderson Waste Recovery Park was \$0.8M more than full year budget, little changed from last month.

Operating Expenditure

Operating expenditure (including depreciation) was \$99.4M for the year, \$1.1M below budget. However, this result has been somewhat impacted by a \$0.32M budget deficit in depreciation expense (non-cash). The cash underspend in the operating budget was \$1.5M.

Key contributors to this result included:

- Human Resource spending was \$0.22M below budget;
- Spending on Council functions and receptions were \$0.17M below budget.
- An under-spend of the Council grants program by \$0.13M and South Lake Leisure Centre overheads down \$0.13M.
- Family Day Care and In-Home Caregiver payments were \$0.32M and \$0.36M over budget respectively (offset by additional revenue from funders of these programs).
- Operational spending in the regulatory health service was \$0.28M under budget for the year and the healthy communities grant spending was \$0.11M under.
- Waste collection costs were \$0.38M over budget for the year, severely impacted by the fire to the recyclables facility of the City's contractor. This was offset somewhat by underspending in waste disposal operating costs of \$0.34M.
- Operational expenditure for street lighting is down \$0.4M due to a review and audit of light poles in conjunction with Synergy.

The following table shows the budgetary performance from a nature or type perspective:

Nature or Type Classification	Actual	Amended Budget	Variance to Budget
	\$	\$	%
Employee Costs	\$36.8M	\$36.4M	-1.1%
Materials and Contracts	\$30.6M	\$31.8M	3.8%
Utilities	\$3.4M	\$4.1M	16.3%
Insurances	\$1.73M	\$1.71M	-0.9%
Other Expenses	\$7.8M	\$8.0M	2.5%
Depreciation (non cash)	\$22.0M	\$21.6M	-1.5%

Depreciation exceeded budget due to additional heavy plant items purchased for the landfill during the year and gifted parks assets added at the beginning of the year.

Capital Program

The City's capital budget came in \$19.5M under budget mainly due to a number of significant projects lagging their cash flow projections. These will be carried forward when brought to Council in October. \$41.3M was expended against the full year budget of \$60.8M.

Capital related funding sources and reserve transfers are conversely down a net \$17.8M against the budget, largely as a result of the capital expenditure underspend and yet to be received proceeds from sale of land at Ivankovich Avenue due to be received when WAPC approval conditions have been satisfied.

The significant project spending variances are disclosed in the attached CW Variance analysis report.

Cash & Investments

Council's cash and current/non-current investment holdings reduced to \$83.9M (from \$92.7 last month) although this is still \$18.6M higher than the end of year budget target. The main contributors are the capital budget underspend and the favourable operating results.

\$61.8M of the total cash and investment holding represents the City's cash reserves.

Another \$8.4M of the cash position represents funds held for other restricted purposes such as bonds, restricted grants and capital infrastructure contributions. The remaining balance of \$13.7M represents the cash and investment component of the City's working capital, available to fund ongoing operations and the municipal funded portion of the capital program.

The City's investment portfolio made an annualised return of 5.8% for the month, versus the benchmark BBSW performance of 3.5%.

The majority of investments held continue to be in term deposit (TD) products placed with highly rated APRA (Australian Prudential Regulation Authority) regulated Australian banks. These are mainly invested for terms of up to six months, as this is where the market value in the yield curve lies.

Whilst the Reserve Bank has reduced interest rates over the past several months by 75 basis points the City's investment strategy of rolling over TD's for six monthly terms has buffered the City's investment performance somewhat from a sudden and significant fall. The 2012/13 budget has been premised on reduced investment earnings as interest rates are likely to continue facing downward pressures.

Description of Graphs and Charts

There is a bar graph tracking Business Unit operating expenditure against budget. This provides a very quick view of how the different units are tracking and the comparative size of their budgets.

The Capital Expenditure graph tracks the YTD capital spends against the budget. It also includes an additional trend line for the total of YTD actual expenditure and committed orders. This gives a better indication of how the capital budget is being exhausted, rather than just purely actual cost alone.

A liquidity graph shows the level of Council's net current position (adjusted for restricted assets) and trends this against previous years. This gives a good indication of Council's capacity to meet its financial commitments over the course of the year.

Council's overall cash and investments position is provided in a line graph with a comparison against the YTD budget and the previous year's position at the same time.

Pie charts included show the break-up of actual operating income and expenditure by nature and type and the make-up of Council's current assets and liabilities (comprising the net current position).

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

Other material variances identified of a permanent nature (ie. not due to timing issues) may impact on Council's final budget position (depending upon the nature of the item).

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

Statement of Financial Activity and Associated Statements – June 2012.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

15.3 (OCM 09/08/2012) - RE-ADOPTION OF 2011/12 MUNICIPAL BUDGET - OUTCOME OF STATE ADMINISTRATIVE TRIBUNAL CONSENT ORDER (M/B/006; IM/B/007) (S DOWNING) (ATTACH)

RECOMMENDATION

That Council:

- (1) notes that the State Administrative Tribunal has quashed the general rate imposed on 19 June 2012 in accordance with section 6.82 of the Local Government Act 1995 as the City had not obtained Ministerial approval for:
 1. The Special Industrial Cement Works general rate under section 6.33 of the Act which was more than twice the lowest general rate.
 2. The Special Industrial general rate under section 6.33 of the Act which was more than twice the lowest general rate.

3. The Work in Progress Minimum payment did not comply with section 6.35(4) of the Act as it was applied to more than 50% of the properties on that general rate.
 4. The Vacant Commercial and Vacant Industrial Minimum payment did not comply with Section 6.35 (3) (b) of the Act.
 5. The specified area rate minimum payment – Port Coogee Maintenance and Underground Power was incorrectly imposed in conjunction with this rate, when section 6.35(1) of the Act
- (2) adopts a budget for 2011/12 in accordance with section 6.3 of the Act, in the same form and manner as the annual budget adopted at the Council meeting held on 14 June 2011 (Minute No.4549).
1. Reduces the amount to be yielded by the Work in Progress Minimum Payment rate by \$25,435 from \$148,200 to \$122,765, which is within the statutory limit on the amount to be yielded by the rate provided for by section 6.34 of the Act.
 2. Reduces the amount to be yielded by the Specified Area Rate Minimum Payment rate by \$59 from \$150 to \$91, which is within the statutory limit on the amount to be yielded by the rate provided for by section 6.34 of the Act.
 3. Reduces the amount to be yielded by the Vacant Commercial and Vacant Industrial Minimum Payment rate by \$4,939.27 from \$7,200 to \$2,260.72, which is within the statutory limit on the amount to be yielded by the rate provided for by section 6.34 of the Act.
 4. Increases the Interim Rates budget by \$30,433.27 from \$123,297 to \$153,730.27.
 5. Reduces Specified Area Rates from \$749,998 to Nil and increases the Fees and Charges Income – Provision of Underground Power Service from \$0 to 749,998.
- (3) notes that Ministerial approval required for Special Industrial Cement Works general rate and Special Industrial general rate has now been obtained and in accordance with section 6.32 (3) (b) of the Act imposes the following general rates and minimum payments:

General Rates

Commercial Caravan Park	8.46¢ in the \$
Improved Commercial & Industrial	6.97¢ in the \$
Improved Commercial & Industrial (Large)	7.96¢ in the \$
Improved Residential	4.65¢ in the \$
Resource - General	0.18¢ in the \$
Resource Commercial & Industrial	0.22¢ in the \$
Resource & Rural Vacant Land	0.34¢ in the \$
Resource - Development	0.53¢ in the \$
Rural General Commercial & Industrial	0.22¢ in the \$
Rural General & Rural General UFL	0.22¢ in the \$
Specified Area Port Coogee	1.5¢ in the \$
Special Industrial – Cement Works	11.12¢ in the \$
Special Industrial	11.06¢ in the \$
Vacant Residential Building Work in Progress	5.97¢ in the \$
Vacant Commercial & Industrial	9.29¢ in the \$
Vacant Residential	9.29¢ in the \$

Minimum Rates

Commercial Caravan Park	\$900
Improved Commercial & Industrial	\$900
Improved Commercial & Industrial (Large)	\$900
Improved Residential	\$600
Resource - General	\$900
Resource Commercial & Industrial	\$900
Resource & Rural Vacant Land	\$900
Rural General Commercial & Industrial	\$900
Resource - Development	\$900
Rural General & Rural General UFL	\$900
Special Industrial – Cement Works	\$900
Special Industrial	\$900
Vacant Residential	\$600
Vacant Building WIP	\$465

- (4) notes the modifications referred to in resolution (2) change the following schedules and notes:

- Statement of Comprehensive income by program
- Statement of Comprehensive income by Nature and Type
- Statement of Cashflows
- Rate Setting Statement
- Note 8 - Note to the Statement of Cashflows
- Note 11 - Rating Information
- Note 12 – Statement of Rating

So that these schedules and notes, as modified, are in the form and manner set out in attachment 2

- (5) notes that the resolutions (2), (3) and (4) are required to validate the general rate and minimum payment levied and that the credit will allocated to those ratepayers affected by the amended

Work in Progress Minimum Payment and Specified Area Rate Minimum Payment whose minimum payments reduce as a consequence of this resolution.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

Background

The Council adopted the 2011/12 Municipal Budget on 9 June 2012. The Department of Local Government undertook a review of municipal budgets and noted a number of rating issues that were not consistent with the Department's interpretation of the Local Government Act.

The Department wrote to Council on 18 August 2011 to advise of their findings post the review. At the same time suggested that the anomalies be corrected via section 9.64 of the Local Government Act that is a Governors Order which would correct the anomalies. A report was submitted to Council at Ordinary Council Meeting held on 11 August 2011 requesting the Department prepare a request under section 9.64.

Subsequent to the Council requesting a section 9.64 the Department advised Council on 23 November 2011 that they had changed their initial advice and the affected Councils would have to appear before the State Administrative Tribunal to seek an order from the SAT for Council to request the Minister to approve the rating anomalies under delegation as per new advice received by the Department from the State Solicitors Office. This action was undertaken based on the advice of the Department of Local Government and the State Solicitors Office. The Council was represented by Denis McLeod.

Submission

N/A

Report

As a result of the Consent Order issued by the SAT on 19 June 2012, the Minister for Local Government has approved the rates for 2011/12 in relation to:

- Special Industrial – Cement Works
- Commercial Special Industrial

Although Council had approval for these rates in 2010/11, the Department advised all Councils that annual approval was required rather than initial approval in relation to rates that exceeded twice the lowest adopted rate. Council has sought and received approval for the 2012/13 Municipal Budget. (Please note that for 2012/13, the Commercial Special Industrial rate was combined with the standard commercial/industrial improved rate). There is no financial impact from the Minister's approval for 2011/12.

Specified Area Rate – Port Coogee Maintenance

The Council adopted a Minimum Payment rate of \$150. The Department advised that the Act does not specifically allow a minimum payment rate for specified area rates. As such the one property impacted will have to have a standard rate in the dollar. The impact will be a credit to the ratepayer of \$59.26. This will be credited to the 2012/13 assessment.

Vacant Land Building Work In Progress

The rate was introduced four years ago to mitigate the impact of property owners who acquired land or demolished an existing house only to find that construction time for a new dwelling took two years or more. A similar initiative was undertaken by the State Government in relation to Land Tax. The impact of this initiative lowered the cost of rates for property owners who were caught in the lengthy construction period with rates charged at the vacant land level rather than the residential improved level. For 2011/12 Council levied too many minimums. The maximum the Council can have for one category is 50% of the rate classification. The Council will have to reduce the number to comply with the Act. This will impact on 172 properties totalling \$25,435. This is higher than originally thought but was impacted on residential vacant land rates falling from 5% of the capital value to 3%. A letter will be sent to the affected property owners and a credit placed on their 2012/13 rates assessment.

Vacant Commercial and Vacant Industrial – Minimum Payment

The Council adopted a minimum payment contrary to section 6.35 (3)(b) in that the City cannot have two Minimum Payment rates within the same rating class, that is Vacant Land – Residential and Vacant Land Commercial Industrial. The adjustment will impact on eight properties for \$4,939.30. A letter will be sent to the affected property owners and a credit placed on their 2012/13 rates assessment.

The budget for Interim Rates will be increased to offset the reductions noted above.

Underground Power – Coolbellup East

Although the minimum payments were considered outside of the relevant section of the Local Government Act, the Council amended the mechanism for charging underground power from a rate in the dollar and minimum payment to a fee under section 6.16 of the Act. For 2012/13, the Council is using the Service Charge Provision under Section 6.16 of the Act and regulation 54(c) of the Local Government (Financial Management) Regulations 1996. This is being used because the State Government amended the Act so as to enable pensioners and seniors to access rebates.

The 2012/13 Rates were submitted to the Department for Review as part of the application for Ministerial consent for the Special Industrial – Cement Works differential rate.

Strategic Plan/Policy Implications**Governance Excellence**

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To develop and maintain a financially sustainable City.

Budget/Financial Implications

There is no impact on the 2011/12 budget.

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

1. Copy of the SAT Consent Order
2. Copy of the 2011/12 Budget pertaining to:
 - a. Statement of Comprehensive income by program
 - b. Statement of Comprehensive income by Nature and Type
 - c. Statement of Cashflows
 - d. Rate Setting Statement
 - e. Note 8 – Note to the Statement of Cashflows
 - f. Note 11 – Rating Information
 - g. Note 12 – Statement of Rating

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

16. ENGINEERING AND WORKS DIVISION ISSUES

16.1 (OCM 09/08/2012) - CITY OF COCKBURN TRAILS MASTER PLAN (8153) (C BEATON) (ATTACH)

RECOMMENDATION

That Council:

- (1) adopt the City of Cockburn Trails Master Plan for the purpose of public comment; and
- (2) adopt the marketing slogan: *Lakes, Lookouts and Legends – The Trails of Cockburn* to promote and position the City of Cockburn's trails network.

COUNCIL DECISION

Background

The 2012 City of Cockburn Trails Master Plan (the Plan), prepared for the City by Transplan Pty Ltd, is a result of a review of the 1999 Trails Master Plan. The revised plan recommends a range of new trails and trail improvements throughout the City. The Plan details the progress of implementation of the 1999 Plan and sets out a schedule for further improvements and extensions to the existing trails network.

The intent of the Plan is to guide the establishment, promotion and maintenance of a comprehensive network of high quality recreation trails which will be available to all residents and visitors to the City. The trails within the Plan are managed by both the Department of Conservation (DEC) and the City. The Plan takes into consideration the unique character of the City of Cockburn including its cultural, social, economic and environmental qualities.

An interesting and varied suite of quality trails can perform a number of beneficial roles within the broader Cockburn community.

Trails can:

- provide outstanding opportunities for local residents and visitors to engage in passive recreation;
- increase the fitness and general well-being of trail users;
- attract tourism to the City when marketed well;
- help instil a conservation ethic amongst users; and
- help inform users about the attributes of the area using good interpretative material.

The Plan outlines numerous opportunities to strategically improve the existing Cockburn trails network.

Comments from key internal and external stakeholders have been sought and incorporated into the Plan where appropriate. Once adopted, the Plan will be released for public comment for a period of six weeks. Submissions will be addressed and relevant changes made prior to final adoption by Council.

Submission

N/A

Report

For the purposes of the City of Cockburn Trails Master Plan the following definition is used:

“A recreation trail is any corridor, route or pathway for recreational purposes such as walking and cycling, which passes through or has a strong connection with the natural environment, open spaces and cultural heritage”.

Key Outcomes

The key outcomes achieved by the Plan include:

- review and report on the progress of the implementation of the 1999 Trails Master Plan;
- audit and inventory of existing recreational trails;
- identification of future trail opportunities; and
- provision of a detailed costing and development plan of viable trail projects including a suggested staged implementation program for both DEC and the City, as well as a separate map/plan of each trail.

The Existing Trail Supply

The inventory of the existing trails in the City of Cockburn showed that:

- There are a number of existing short walk trails and pathways.
- Trails are currently not well packaged and promoted to residents or visitors.
- Interpretation along the trails is good on some trails and poor on others.

The Plan primarily addresses gaps in the current trail network to deliver a more comprehensive and user friendly network.

Principles for Selection of Trail Projects included in the Plan

The need for new trails and enhancement projects for existing trails were determined through on-site field assessment, discussions with DEC as well as assessing each projects against a number of criteria including:

- trail demand – type, number and length of trails sought;
- value for money and return on investment made by both DEC and Council;
- the quality of the user experience; and
- land tenure and access, environmental issues, cultural issues, funding possibilities, possible community support/ opposition, and user safety.

Recommended Future Trail Projects

A total of 26 trail improvements have been identified with a suggested implementation period of 5 years. A recommended schedule, along with indicative cost estimates is included for each project. Project

timeframes can be extended or shortened in response to budgetary and other considerations.

Recommended Trail Network Marketing and Promotion

To accompany the capital works, a marketing and promotion program is also outlined in the Plan. Marketing and promotion would highlight the benefits available to residents, visitors and the City by promoting use of the trail network. Cost estimates for marketing and promotion are included in the Plan.

The slogan “*Lakes, Lookouts and Legends – The Trails of Cockburn*” is proposed as a marketing tool to differentiate and ‘position’ Cockburn’s trails in the marketplace. The slogan captures the essence of the City’s existing and future trails network. Many trails are, or will be, located near the wetlands and lakes of the Beeliar Regional Park and also have views of coastline, lakes or other natural features. The rich cultural history of the City will be conveyed to users of the trails network by including stories and local legends in interpretive material.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Lifestyle and Aspiration Achievement

- To facilitate and provide an optimum range of community services and events.

Natural Environmental Management

- To ensure development of the district is undertaken in such a way that the balance between the natural and human environment is maintained.

Budget/Financial Implications

Benefit

Financial benefit is likely to be gained by businesses operating within the City of Cockburn as tourism to the area increases. Opportunity will increase for new and existing tourism ventures to take advantage of the high quality trails network. Local supporting businesses (transport, food etc) will also benefit.

Cost

Estimates of the financial cost for each project were made at the time of writing the Plan. They assume that all works outlined are undertaken and are an indicative cost only. Table 1 outlines an estimate of cost, without grant assistance, for each year of implementation over a five year period.

Table 1 – Estimated cost to Cockburn to implement Trails Master Plan over 5 years without grant funding.

Year	Estimated Cost (\$)
1	307,070
2	220,055
3	217,415
4	412,610
5	1,101,650
TOTAL	\$2,258,800

Grant Funding

The costs shown above do not include access to grant funding. The actual costs to implement the program will likely be considerably less given that there are numerous funding opportunities available for trail creation and enhancement projects. A number of these funding opportunities are outlined in the Plan.

Legal Implications

N/A

Community Consultation

Once the Plan has been endorsed by Council the Plan will be advertised for public comment for a period of six weeks. Public comments will be considered and incorporated, where appropriate, into a final Trails Master Plan.

Attachment(s)

1. City of Cockburn Trails Master Plan
2. Associated Maps

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

16.2 (OCM 09/08/2012) - MANNING PARK BRAVERY GARDEN DETAILED DESIGN (CR/L/001 / 2207525) (A LEES) (ATTACH)**RECOMMENDATION**

That Council:

- (1) approve the concept design for a Bravery Garden at Manning Park;
- (2) endorse the cost estimates for the construction of the Bravery Garden; and,
- (3) nominate the Bravery Association (WA) as the organisation to seek funding for the project.

COUNCIL DECISION**Background**

At the OCM (12/5/2011) Council was presented with a report outlining the proposal for the construction of a Bravery Garden at Manning Park and establishing a joint venture with the Australian Bravery Association (WA) to further pursue the proposal. The report outlined the rationale for the establishment of a Bravery Garden, determination of Manning Park as the preferred site, identified a design proposal sketch and considered funding opportunities. Council adopted the report and included amendments requiring officers to continue working with the Bravery Association (WA) to develop the proposal further and prepare a detailed design and cost estimate for consideration by Council.

Submission

N/A

Report

The City's Parks service unit in close consultation with National Vice President (WA) Australian Bravery Association Mr Vic Boreham and the City of Cockburn Mayor Mr Logan Howlett have worked cohesively in the past few months to consolidate all aspects identified for a Bravery Garden. The final design is relatively consistent with the original sketch present to Council; however there have been minor modifications to achieve the desired outcomes and recommendations from the State Heritage Office.

Design

The final design of the Bravery Garden has been tailored to the Canberra Bravery Garden on a reduced scale. The design provides for a cruciform path constructed of creative stone paving with four (4) stone monuments located at the ends of the paths and one (1) stone monument offset to the right of the cruciform. A pavilion is positioned at the head of the cruciform which will be capable of seating 40 people for ceremonies and functions. A memorial retaining wall will be constructed at the rear of the pavilion to provide for small plaques containing the name of Western Australian bravery award recipients. A formal pathway will link the pavilion with the carpark and be landscaped to compliment the ambience and aesthetic nature required for a bravery garden. Two (2) flag poles will be located at the entrance to the footpath for ceremonies of significance. The three attachments provide a comprehensive outline of the design components.

Location

The location of the Bravery Garden will be equidistant between Azelia Ley homestead and Caretakers cottage nestled between two large trees. This location was mutually agreed by all parties and meets the recommendations identified by the State Heritage Office. The final position will not impinge on the functionality and visual amenity of Manning Park.

State Heritage Office

The State Heritage Office was requested to comment on the proposal to develop a Bravery Garden adjacent to the Azelia Ley Homestead between the homestead and the caretaker's cottage in February 2012. The proposal outlined the development of the project since inception and identified a series of concepts which were to be further evaluated by the working group. The City received no objection from the State Heritage Office to the landscaping being proposed within the identified part of Manning Park, however provided the following preliminary comments:

1. The State Heritage Office does not have preference between concepts 3 and 4 as indicated in your correspondence.
2. The State Heritage Office recommends retaining a buffer area between a future Bravery Garden and the adjacent Azelia Ley homestead to allow for potential interpretive treatments of the homestead and its surrounds as outlined in the CP (Conservation Plan). A minimum separation distance of 30 metres as indicated in the City's correspondence would be suitable.

The final design has incorporated all the above comments and subject to approval from Council will be referred back to the State Heritage Office for endorsement.

Project Cost

The project cost based on the design presented is \$150,000 with the pavilion and monuments as the major cost components. Additional maintenance funds of \$5,000 p/a would be required to ensure the presentation of the Bravery Garden is retained to a high level.

Depending on the delivery of the project and funding opportunities the total project cost could be reduced significantly.

Funding

The City has not identified any funding for this project, however both the Bravery Association (WA) and City of Cockburn's Mayor have informed of preliminary discussions with various companies and State Govt agencies have been positive and would be willing contributors. Details on funding sources and receipt of funds will require consolidation prior to implementation of the project.

Strategic Plan/Policy Implications

Infrastructure Development

- To construct and maintain community facilities that meet community needs.
- To provide an appropriate range of recreation areas that meets the needs of all age groups within the community.

Lifestyle and Aspiration Achievement

- To foster a sense of community spirit within the district generally and neighbourhoods in particular.

- To conserve the character and historic value of the human and built environment.

Budget/Financial Implications

Currently no funding has been allocated in the Parks 2012/13 Capital Works program.

Legal Implications

N/A

Community Consultation

Bravery Association (WA)
Historical Society of Cockburn

Attachment(s)

1. Bravery Garden Perspective
2. Bravery Garden Plan
3. Bravery Garden Context
4. Opinion of Probable costs

Advice to Proponent(s)/Submissioners

The Proponent(s) have been advised that this matter is to be considered at the 9th August 2012 Council Meeting.

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

Nil.

16.3 (OCM 09/08/2012) - FUNCTIONAL ROAD HIERARCHY REVIEW (ES/R/001 / 4316) (J MCDONALD & J KIURSKI) (ATTACH)

RECOMMENDATION

That Council

- (1) adopt the proposed 2012 Functional Road Hierarchy; and
- (2) review the City's Functional Road Hierarchy on a five yearly basis in future.

COUNCIL DECISION

Background

The City's current Functional Road Hierarchy (FRH) was formally adopted by the Council in May 1997. A map of the 1997 FRH is included as Attachment No.1.

The FRH is a road classification system that enables Local Governments and Main Roads Western Australia (MRWA) to identify the desired role of each road as part of the broader public road network. The classifications range from a local access road for low traffic volume residential streets through to a primary distributor road for the major arterial roads carrying the greatest traffic volumes, such as the Kwinana Freeway.

It is a statutory requirement to designate all roads in Town Planning schemes, which are also shown in the Metropolitan Region Scheme, with an appropriate classification. This is specified in the Western Australian Planning Commission's Policy DC 1.4 – Functional Road Classification for Planning (June 1998).

Since 1997 there have been many changes to the road network as the City and State Government upgrade and extend roads, and new roads are created as part of ongoing urban development. The City's FRH has been reviewed and this report details a number of additions and amendments to update the City's FRH.

Submission

N/A

Report

The FRH is a classification scheme that has an application in asset management, land use and transport planning, and traffic management. In Western Australia, the classification scheme is managed by MRWA, and the state road authority, and includes the following road types, in descending order of priority within the road network:

- Primary Distributor;
- District Distributor(A);

- District Distributor (B);
- Regional Distributor (in rural areas);
- Local Distributor; and
- Access Road

A copy of the MRWA's criteria for the above road types is included as Attachment No. 2.

Engineering officers have reviewed the City's existing FRH by:

- Assessing the general consistency of the classification of existing roads with MRWA's road hierarchy criteria and Road Information Mapping system.
- Considering amendments required to be made to roads in the FRH due to factors such as road realignment, road extension, change of function, or new construction.
- Performing considerable comparison of road classifications in the 1997 FRH, current classifications in the City's Geographic Information System (GIS) and MRWA's database accessed through their new on-line Reporting Centre.

This review involved internal consultation with Strategic and Statutory Planning officers, and officers from adjacent Local Government Authorities.

As it has been 15 years since the City's FRH has been formally reviewed it is understandable that there are many changes and additions proposed. The changes to the FRH are generally required to reflect the impact of physical and administrative changes in the City's road network such as:

- The extension of Beeliar Drive to Stock Road.
- The extension of Spearwood Avenue westwards from Hamilton Road to Cockburn Road.
- The extension of Spearwood Avenue southwards to Barrington Street.
- The realignment of sections of Cockburn Road at Port Coogee and Henderson by MRWA.
- The extension of Roe Highway to the Kwinana Freeway in 2006;
- The addition of new Local Distributor roads as new residential areas are developed;. Regional Distributor road classification for roads in non built-up areas of the metropolitan area, such as Jandakot Road and Russell Road.
- The part realignment of the municipal boundary between the City of Cockburn and City of Melville.

A key principle of road classification is that the chosen classification should reflect the ultimate role that the road is intended to perform. This approach should ensure that:

- The appropriate road reserve width is provided to accommodate the ultimate road cross section and complementary infrastructure;
- Adequate road capacity for a safe and efficient road system will be available for future needs.
- Access to properties is appropriately planned and managed to reflect the road's ultimate function in the road network.
- The community have a clear understanding of the ultimate role the road is expected to ultimately perform, which in some cases could 10-20 years away depending on the location and rate of future development in the subject area.

Taking all the above into consideration, the following revised Functional Road Hierarchy is recommended for adoption for the City:

Primary Distributor			
Road No.	Road Name	Start Location	End Location
H023	Armadale Road	Warton Road	Beeliar Drive
H025	Cockburn Road	Hampton Road / Rockingham Road	Stock Road
H015	Kwinana Freeway	Northern municipal boundary	Southern municipal boundary
H002	Stock Road	Winterfold Road	Southern municipal boundary
H018	Roe Highway	Kwinana Freeway	Eastern municipal boundary

District Distributor A			
Road No.	Road Name	Start Location	End Location
1030953	Beeliar Drive	Armadale Road	Rockingham Road
1030503	Berrigan Drive	North Lake Road	Karel Avenue
1030001	Carrington Street	Winterfold Road / Northern municipal boundary	Rockingham Road / Hamilton Road East
1031744	Cockburn Road	Cockburn Road	Southern municipal boundary
1030501	Farrington Road	North Lake Road	Kwinana Freeway
1030834	Karel Avenue	Orion Road	Dimond Court / Northern municipal boundary
1030010	North Lake Road	Winterfold Road / Northern municipal boundary	Beeliar Drive
1032107	Orion Road	Karel Avenue	Marriott Road
1030005	Phoenix Road	Rockingham Road	North Lake Road
1030498	Rockingham Road	Cockburn Rd / Hampton Road	Beeliar Drive / Mayor Road

1030011	Russell Road	Hammond Road	Kwinana Freeway
1030007	Spearwood Avenue	Stock Road	Henderson Road / Fancote Avenue
1031707	Verde Drive	Armadale Road	Luber Street
1030373	Warton Road	Armadale Road	Nicholson Road

District Distributor B			
Road No.	Road Name	Start Location	End Location
1030613	Acourt Road	Nicholson Road	End of road
1030029	Barrington Street	Stock Road	Spearwood Avenue
1030563	Bibra Drive	Farrington Road	North Lake Road
1031846	Discovery Drive	North Lake Road	Spearwood Avenue
1030497	Forrest Rd	Carrington Street	North Lake Road
1030054	Gibbs Road	Kwinana Freeway	Tapper Road
1030022	Hamilton Road	Start	Rockingham Road
1030938	Hamilton Road East	Rockingham Road / Carrington Street	Hamilton Road
1030012	Hammond Road	North Lake Road	Russell Road
1030834	Karel Ave	Marriott Road	Orion Road
1030016	Lyon Road	Gibbs Road	Rowley Road
1030015	Mayor Road	Hamilton Road	Rockingham Road
1030050	Semple Court	North Lake Road	Berrigan Drive
1030058	Solomon Road	Armadale Road	Jandakot Road
1030007	Spearwood Avenue	Cockburn Road	Stock Road
1030028	Sudlow Road	Spearwood Avenue	Phoenix Road
1030053	Tapper Road	Armadale Rd	Gibbs Rd
1030004	Winterfold Road	Carrington Street	North Lake Road
1031020	Poletti Road	Beeliar Drive	North Lake Road

Regional Distributor			
Road No.	Road Name	Start Location	End Location
1030014	Frankland Avenue	Wattleup Road	Rowley Road
1030054	Gibbs Road	Tapper Road	Liddelow Road
1030041	Henderson Road	Spearwood Ave / Fancote Ave	Russell Road
1030025	Jandakot Road	Berrigan Drive / Dean Road	Warton Road
1030020	Liddelow Road	Armadale Road	Rowley Road
1030019	Rowley Road	Frankland Avenue	Eastern municipal boundary
1030011	Russell Road	Rockingham Road	Hammond Rd
1030013	Wattleup Road	Rockingham Road	Frankland Ave

Local Distributor			
Road No.	Road Name	Start Location	End Location
1031008	Alabaster Drive	Wentworth Parade	Banangan Avenue
1030727	Amity Boulevard	Cockburn Road	Hamilton Road
1031583	Aurora Drive	Bartram Road	Gibbs Road
1030950	Banangan Avenue	Alabaster Drive	Bartram Road
1030017	Barfield Road	Gaebler Road	Rowley Road
1030029	Barrington Street	Rockingham Rd	Stock Road

1031326	Bartram Road	Hammond Rd	Tapper Road
1030018	Beenyup Road	Tapper Road	Brenchley Drive / Bartram Road
1030098	Birchley Road	Yangebup Road	Beeliar Drive
1030023	Blackwood Avenue	Forrest Road	Carrington Street
1031963	Botany Parade	Gaebler Road	Macquarie Blvd
1031306	Brenchley Drive	Bartram Road	Bartram Road
1031684	Brushfoot Blvd	Russell Rd	Wentworth Pde
1031969	Camden Boulevard	Gaebler Road	Lyon Road
1030782	Casserly Drive	Shemels Court	Barcombe Way
1030003	Clontarf Road	Mather Road	Carrington Street
1031187	Congdon Avenue	East Churchill Avenue	Watson Road
1030034	Coolbellup Avenue	Winterfold Road	Forrest Road
1030033	Counsel Road	Stock Road	Coolbellup Avenue
1031103	Dean Road	Berrigan Drive Jandakot Road	Glen Iris Drive / Twin Waters Pass
1030036	Doolette Street	Phoenix Road	Spearwood Avenue
1030995	Dunraven Drive	Osprey Drive / Yangebup Road	Beeliar Drive
1031701	Durnin Avenue	Yangebup Road	Ivankovich Avenue
1030712	Elderberry Drive	North Lake Road	Berrigan Drive
1030416	Fairbairn Road	Cockburn Road	Hamilton Road
1030497	Forrest Road	Rockingham Road	Carrington St
1031130	Freshwater Drive	Armadale Road	Lydon Boulevard
1030055	Gaebler Road	Lyon Road	Camben Boulevard
1030055	Gaebler Road	Frankland Avenue	Barfield Road
1030054	Gibbs Road	Tapper Road	Liddelow Road
1031120	Glen Iris Drive	Dean Road	Hartwell Parade
1030358	Gwilliam Drive	Progress Drive	North Lake Road
1030024	Healy Road	Rockingham Rd	Redmond Road
1030642	Hird Road	Hammond Road	Banigan Avenue
1032184	Irvine Parade	Gaebler Road	Bellingham Road
1031153	Ivankovich Avenue	Watson Road	Durnin Avenue
1031893	Lauderdale Drive	Wentworth Parade	Ricci Way
1031030	Lydon Boulevard	Tapper Road	Tapper Road
1030016	Lyon Road	Zodiac Loop	Gibbs Road
1031625	Macquarie Blvd	Russell Road	Botany Parade
1030512	Marvell Avenue	Newton Street	Rockingham Road
1030015	Mayor Road	Cockburn Road	Hamilton Road
1030582	Moorhen Drive	Osprey Drive	Yangebup Road
1030048	Newton Street	Rockingham Road	Ionesco Street
1030583	Osprey Drive	Yangebup Road	North Lake Road
1032013	Orsino Boulevard	Cockburn Road	End
1032064	Pantheon Avenue	Cockburn Road	Orsino Boulevard
1030536	Parkway Road	Bibra Drive	Bibra Drive
1030005	Phoenix Road	Hamilton Road	Rockingham Rd
1031020	Poletti Road	North Lake Road	Beeliar Drive
1030006	Prinsep Road	Berrigan Drive	End
1030691	Progress Drive	Farrington Road	Gwilliam Drive
1030032	Redmond Road	Winterfold Road	Forrest Road
1030467	South Lake Drive	Berrigan Drive	Elderberry Drive
1030401	Southwell Crescent	Blackwood Avenue	Phoenix Road
1030028	Sudlow Road	Phoenix Road	Forrest Road
1031112	The Grange	Beeliar Drive	Spearwood Ave

1030113	Troode Street	Rockingham Road	Hamilton Road
1031053	Turnbury Park Drive	Berrigan Drive	Hartwell Parade
1030101	Watson Road	East Churchill Ave	Beeliar Drive
1030013	Waverley Road	North Lake Road	Coolbellup Ave
1031082	Waters Avenue	Lydon Boulevard	Brenchley Drive
1031007	Wentworth Parade	Beeliar Drive	Hammond Road
1030008	Yangebup Road	Birchley Road	Dunraven Drive
1030211	York Street	Clontarf Road	Jean Street

Access Roads (Industrial)

All roads in industrial/commercial areas not classified as a distributor road

Access Roads

All others, including laneways

The proposed changes to the 1997 FRH are listed in Attachment 3 and a map of the proposed updated FRH is included as Attachment No. 4.

Note that the legend in the map for the proposed FRH is slightly different to the 1997 map, to maintain consistency with MRWA's updated FRH classifications and Road Information Mapping system.

The changes are:

- roads with the new Regional Distributor class are shown in red; the colour formerly used to identify Primary Distributor roads;
- Primary Distributor roads are now shown in light blue; which was the colour formerly used to identify District Distributor B roads; and
- District Distributor B roads are now shown in a darker blue.

To reduce the amount of time a future FRH review takes and to ensure that it will always have a reasonably current status, it is recommended that in future the FRH is reviewed at least every 5 years and then resubmitted to the Council for adoption. This should ensure that there are far fewer changes and additions to the approved hierarchy at any one time.

In the case of ongoing urban development, it is important that the ultimate function of roads for developing areas is clearly identified at the Structure Planning stage. A traffic study should be done for every Structure Plan, to model the forecast traffic generation for the subject area in a fully developed state, so that the road needs of the subject and surrounding areas can be assessed and properly planned for. This process should include determining the road function, road reserve width, connectivity, access requirements/restrictions etc based on an understanding of the traffic modelling. The distributor roads created and changes identified as part of this process can then be incorporated into the City's FRH.

The current review process identified numerous discrepancies between the road classification information held by the City and Main Roads WA, and even within the internal systems used by either organisation. This emphasises the need to develop new, and/or follow existing, formal processes for the classification of roads and the sharing of that information. As this process can involve officers from a few different departments at the City a procedure will be developed to define roles and responsibilities in the process, to maximise the integrity of the City's FRH data in our systems.

Once the updated FRH has been adopted by the Council it will be submitted to MRWA for formal approval and internal systems updated to incorporate any changes and additions.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.

Infrastructure Development

- To construct and maintain community facilities that meet community needs.

Transport Optimisation

- To ensure the City develops a transport network that provides maximum utility for its users, while minimizing environmental and social impacts.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

1. City of Cockburn 1997 Functional Road Hierarchy Plan (Dwg No 3083B12).
2. MRWA Road Hierarchy for Western Australia (MRWA Ref D10#10992).
3. Summary of proposed changes to 1997 Functional Road Hierarchy.
4. City of Cockburn 2012 Functional Road Hierarchy Plan (Dwg No. 3083B12 Rev.A).

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

17. COMMUNITY SERVICES DIVISION ISSUES

17.1 (OCM 09/08/2012) - COCKBURN INTEGRATED HEALTH AND COMMUNITY FACILITY (CR/M/111) (R AVARD) (ATTACH)

RECOMMENDATION

That Council

- (1) subject to no objections being received following the advertising of the lease under Section 3.58 of the Local Government Act 1995, enter into a lease agreement for the floor space within the proposed Cockburn Integrated Health and Community Facility with Oceanic Medical Imaging Pty Ltd:
 1. at a lease fee of \$375 per m² (ex-GST) for an area of 500m² plus outgoings;
 2. increase in the lease fee of 4% each year;
 3. for a period of 5 years with 2 options of 5 years and market review at the start of each option period;with all other terms and conditions being subject to the satisfaction of the Chief Executive Officer; and
- (2) request the consent to the lease from the Minister for Lands.

COUNCIL DECISION

Background

The City has a management order over lot 855 Wentworth Parade in Success and has the approval of Land Services to lease portions of the proposed Cockburn Integrated Health and Community Facility for medical and other purposes. Council at its meeting of the 8th September 2011 resolved to proceed with the development of the Cockburn Integrated Health and Community Centre and hence proceed with the leasing of tenancies within the complex in accordance with the Business Plan approved by Council at its meeting of the 9 December 2011.

DTZ have been appointed by the City of Cockburn as property agents for the Cockburn Integrated Health and Community Facility. There has been extensive advertising of tenancies within the Cockburn Integrated Health and Community facility in newspapers, professional medical journals and signage on the site.

Submission

An offer to lease has been submitted by Oceanic Medical Imaging Party Limited to establish a radiology clinic in the building.

Report

Oceanic Medical Imaging Pty Ltd (Oceanic) has a number of radiological Practises across the metropolitan area and is an experienced and well recognised radiological operator. Oceanic have committed to the installation of an MRI, CT Scanner, ultra sound and x ray equipment which is the full suite of services that can reasonably be expected to be provided on the site and greatly complement the other medical and health services located in the facility.

DTZ advise that the lease fee and terms and conditions of the lease are in accordance with market rates and conditions.

The City's leasing agent for the Cockburn Integrated Health and Community facility, DTZ advises that the market lease for medical related tenancies on the ground floor that begin in early 2013 is within the range submitted by the proponents.

Under the Management Order the City has the power to lease for periods not greater than 21 years. The leases are subject to the consent of the Minister for Lands under the *Land Administration Act 1997*.

Strategic Plan/Policy Implications

Infrastructure Development

- To construct and maintain community facilities that meet community needs.

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To develop and maintain a financially sustainable City.

Budget/Financial Implications

The lease of space within the Cockburn Integrated Health and Community Facility will generate income for the City. All outgoings related to the tenancies will be paid for by the tenants. The net income for the tenancies in the first year for the Radiation Clinic is stipulated on the submitted offer

Legal Implications

Section 3.58 of the Local Government Act 1995 applies.

Community Consultation

Subject to advertising under Section 3.58 of the *Local Government Act 1995*.

Attachment(s)

1. Copy of Draft Offer and Acceptance document (provided under confidential cover).

Advice to Proponent(s)/Submissioners

The Proponent(s) have been advised that this matter is to be considered at the August 2012 Council Meeting.

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

The City of Cockburn has resolved to provide an Integrated Health and Community facility including a federally funded GP Super clinic on the site. All commercial tenancies will be at market values.

18. EXECUTIVE DIVISION ISSUES

Nil.

19. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**19.1 (OCM 09/08/2012) - NOTICE OF MOTION - PETITION - CLOSURE OF COCKBURN POLICE STATION (3309515) (R AVARD)****RECOMMENDATION**

That Council note the information.

COUNCIL DECISION**Background**

The Western Australian Government is proposing to construct a major Police Station at Cockburn Central to serve the City of Cockburn and adjoining areas. Subsequently, the Government purportedly intends to close the Cockburn Police Station on Rockingham Road, Spearwood and transfer the resources to the new Station.

A petition has been received by the City signed by 841 people, of whom 709 live within the City of Cockburn.

The petition reads as follows:

"We the undersigned residents of Western Australia are opposed to the closure of Cockburn Police Station, Rockingham Road, Spearwood. With the increase in population and subsequent increase in crime in the district, the community requires the ongoing service of the local station for the safety of residents. The station has served the community well in the past and its removal would be a backward step for the community.

Your petitioners therefore respectfully request the City of Cockburn Council to oppose the closure of Cockburn Police Station Rockingham Road, Spearwood Western Australia

And your petitioners as in duty bound, will ever pray."

Submission

The Mayor has submitted a notice of motion related to the petition that called for the retention of the Cockburn Police Station, as follows:

That Council:

1. Write to the Minister for Police and the Commissioner of Police requesting the retention of the Cockburn Police Station as a part of their overall policing strategy when the proposed Police Hub at Cockburn Central opens.
2. Advise the petitioners calling for the retention of the Cockburn Police Station of Council's decision.

Explanation

The City received a petition calling for the retention of the Cockburn Police Station on Thursday evening, 14 June 2012. The petition was signed by 841 people who were in the main either an owner or employee of a small business in Cockburn. There is overwhelming support from the Cockburn community for the Cockburn Police Station to be retained. The City provided funding to support additional accommodation at the Cockburn Police Station around 2004 to ensure an increased police presence in our growing City. The City's population is currently 95,000 and the continuing development of the City will see our population increase upward of 130,000.

Increases in residential, commercial and retail centres and Industry will put pressure on our emergency services and their ability to respond even if the concept of 'an office being in every police vehicle' is realised. The rapid increase in the City's population has already seen ongoing congestion on our roads and response times even under 'lights and sirens' can only increase over time

Report

The WA Police Service is provided as a function of the state government and all decisions relating to the Service are made by the government of the day.

At a recent briefing to the elected members, senior staff representing the Cockburn Police Station provided details of the proposed arrangements for policing in the District once the Cockburn Central "hub" is opened. It was put forward that there would be an improved service and resource allocation available to provide for the needs of the entire Cockburn community from the new facility, compared to what is now possible from the current Station. The Police service would be

enhanced in the district through a hub at Cockburn Central that would be opened 24/7 with mobile patrols operating across the District utilizing communication technology that would allow for highly effective Policing.

Although the City has not received official confirmation when (or if) the Cockburn Station is to be closed, it is unlikely that the government would decide to keep it open beyond the date when a new facility is opened at Cockburn Central.

Given these circumstances, it is not considered appropriate for the City of Cockburn to formally oppose the proposals being implemented by the state government, as to do so could jeopardize the overall improvements that would be realized by the establishment of the Cockburn Central precinct.

Strategic Plan/Policy Implications

Lifestyle and Aspiration Achievement

- To identify community needs, aspirations, expectations and priorities for services that are required to meet the changing demographics of the district.

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

Nil. Police resources are provided by the State Government.

Legal Implications

N/A

Community Consultation

Not required as the matter is in response to a petition from ratepayers and residents of the City.

Attachment(s)

N/A

Advice to Proponent(s)/Submissioners

The Proponent has been advised that this matter is to be considered at the August 2012 Council Meeting.

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

Nil.

19.2 (OCM 09/08/2012) - NOTICE OF MOTION - TUART TREE ON BP AUSTRALIA PTY LTD HIGH PRESSURE OIL PIPELINE CORRIDOR (2210878) (D ARNDT) (ATTACH)

RECOMMENDATION

That Council:

- ((1) advertises its intention to undertake an update to its Local Government Inventory, as required by Section 45(2)(b) of the Heritage of WA Act 1990 and requests nominations from the community for new buildings and places (including significant trees) to be included on the Local Government Inventory, as well as any other proposed changes to buildings, places or significant tree currently included on the Local Government Inventory;
- (2) advises BP Refinery (Kwinana) Pty Ltd, as the landowner of the Tuart Tree adjoining Lot 208 (No. 178) Healy Road, Hamilton Hill, that it intends to include the Tuart Tree on the Local Government Inventory and invites their comment on the proposed listing; and
- (3) develops an appropriate selection criteria for the assessment of any trees nominated for inclusion on the Local Government Inventory.

COUNCIL DECISION

Background

A Notice of Motion was received from Mayor Howlett on 1 August 2012 for this item as follows:

That Council:

1. *Include the Tuart Tree located on the BP Australia Pty Ltd High Pressure Oil Pipeline Corridor adjacent to 178 Healy Road, Hamilton Hill on the City's 'Significant Tree Register' subject to the support in writing being obtained from BP Australia Pty Ltd.*
2. *Write to BP Australia Pty Ltd seeking their support and any conditions that they may wish to impose in terms of protecting their high pressure oil pipeline.*
3. *Develop a methodology for engaging with the community and landowners to identify other trees in the district for consideration for inclusion on the City's 'Significant Tree Register'.*

Explanation

The inclusion of the Tuart Tree on the City's 'Significant Tree Register' will recognise the importance that this remnant Tuart Tree has to our environment and to our community. It will also provide evidence that the City places a high value on retaining as many as possible of the diminishing number of individual and stands of Tuart Trees within our district. The registering of this Tuart Tree will send a clear message to the community that the needless removal of such high value parts of our natural landscape will not be tolerated except in circumstances where a tree is in imminent danger of falling or causing damage to infrastructure.

Tuart trees are important in terms of providing a habitat for the endangered Carnaby's Black Cockatoo and the Red Tailed Black Cockatoo and other birds as evidenced at this location in Hamilton Hill.

The opportunity to develop a methodology to engage with the community and landowners to identify significant trees in the district for inclusion on the City 's 'Significant Tree Register' could include advertising in the local community newspapers, the Cockburn Soundings, the City 's website, developing a program in our schools etc.

In July 2012, BP Refinery (Kwinana) Pty Ltd as the landowner of the site adjoining Lot 208 (No. 178) Healy Road, Hamilton Hill, commenced the removal of a Tuart tree within their landholding (refer to Attachment (1). The actions by BP Refinery (Kwinana) Pty Ltd led to members of the local community undertaking an active protest and the suspension by BP's contractors of the tree's removal.

Submission

The tree has not been identified as a significant tree on the City of Cockburn's Local Government Inventory which was formally adopted in July 2011. The purpose of this report is to therefore consider an appropriate process/strategy for securing better recognition of the importance of the tree by way of the City's Local Government Inventory.

Report

The City recently incorporated a significant (heritage) trees category within its 2011 Local Government Inventory. This was developed as a response to both City and community desires to have significant trees (as viewed from a heritage perspective) recognised more formally. This recognition is through the Local Government Inventory, and what is defined as a significant tree category:

"Significant tree(s)

Heritage trees may be pruned as part of routine tree maintenance in accordance with International Society of Arboriculture standards, provided the pruning would not reduce the tree's height or crown diameter, alter the tree's general appearance, increase the tree's susceptibility to insects or disease, or otherwise increase its risk of mortality.

Heritage trees should be removed only in order to protect public safety or private or public property from imminent danger."

The Tuart tree under consideration in this report is not currently identified as a significant tree. In identifying this or any other tree as a significant tree, there is a process needing to take place in respect of the City's Local Government Inventory. This process is discussed following.

Process for updating the City's Local Government Inventory

Section 45 of the *Heritage of Western Australia Act 1990* identified the process for compiling and maintaining a Local Government Inventory.

The key features of this are:

- An annual update to Local Government Inventories;
- A more comprehensive four year review of Local Government Inventories;
- The requirement that the Local Government ensure proper public consultation as part of the annual update and comprehensive four year review.

As discussed above the City has just undertaken its four year comprehensive review of its Local Government Inventory. This was completed in 2011. This now creates the requirement for the first annual update to take place. The process of this annual update is seen as the most appropriate avenue in which to consider not only this tree, but any other update to the Local Government Inventory. This may include modifications to categories of existing places, the addition of new places, the removal of places or any other combination of possibilities which the update may result in.

This would importantly provide a public process in which to consider the issue of the Tuart tree, as well as any other changes that may be requested of the Local Government Inventory.

What happens if the tree is listed on the Local Government Inventory

It is important to then consider the statutory implications of the listing of the tree in the Local Government Inventory. As it stands, listing on the Local Government Inventory would not secure an absolute level of protection for the Tuart tree. This is a common misconception held that Local Government Inventories afford the statutory protection of listed places. This is not the case.

This is where a statutory relationship back to the operative Town Planning Scheme is important. As it stands, the City's Town Planning Scheme is yet to have appropriate provisions inserted within it to formalise a process of how the matter of significant trees is to be dealt with.

The City as part of its consideration of the Local Government Inventory also resolved to finalise an amendment to its town planning scheme, which will effectively provide for a formal process of planning approval needing to be obtained for any proposed alteration to a significant tree. The following provision forms part of this Scheme amendment and will be operative once the Western Australian Planning Commission and Minister endorses the Scheme amendment:

New Clause 7.6:

'Planning approval is required prior to the removal, destruction of and/or interference with any tree included on the Local Government Inventory Significant Tree List.'

Effectively if a landowner/applicant seeks to remove, destroy or interfere with any tree included on the Local Government Inventory, they must apply to Council for planning approval in which to do so. It then becomes a discretionary decision for Council to either approve or refuse such planning approval. To help in guiding what is quite a broad

planning provision which affords a broad level of discretion, Local Planning Policy No. APD64 has been developed to support the Scheme provision once it is introduced. The pertinent sections of this policy, as they relate to significant trees identified in the Local Government Inventory are as following:

"4) *Significant Trees*

Under the Scheme planning approval is required prior to the removal, destruction of and/or interference with any tree included on the Significant Tree List, and as such the following policy provisions apply:

1. *Significant Trees may be pruned as part of routine maintenance in accordance with the International Society of Arboriculture standards, provided the pruning would not reduce the tree's height or crown or diameter, alter the trees general appearance, increase the tree's susceptibility to insects or disease, or otherwise increase its risk of mortality.*
2. *The removal of a Significant Tree will only be supported where it is necessary to protect public safety or private or public property from imminent danger and the onus is on the applicant to demonstrate that this is the case. This may require the submission of a report prepared by a suitably qualified arborist.*
3. *Proposals for substantial pruning to a Significant Tree may require the submission of an arborist report prepared by a suitably qualified consultant demonstrating that the proposal is acceptable and will not endanger the tree's survival or fore-shorten its life expectancy."*

The Policy APD64 also defines what constitutes a significant tree by way of policy definition. This is as following:

"Significant Trees means trees that are included on the Significant Tree List (contained within the LGI) for their significance, which includes characteristics such as outstanding aesthetic significance, horticultural value, historic value, and/or unique location or context."

The *Heritage of Western Australia Act 1990* and Policy APD64 however do not provide any clear guidance as to how the City should assess whether a nominated tree is considered to be significant or not. It is therefore recommended that an appropriate selection criteria for the assessment of any trees nominated for inclusion on the Local

Government Inventory be developed. Notwithstanding the lack of clearly defined criteria, the City can still consider the inclusion of the Tuart tree located on the BP high pressure oil pipeline corridor, provided it is able to justify why the tree is considered significant. In this regard the City has engaged a qualified arboriculturalist, who has prepared a detailed assessment of the tree (refer Attachment 2), which provides details on the tree's health, condition and structural stability.

Conclusion

The Tuart tree located on the BP high pressure oil pipeline corridor can be included on the Local Government Inventory's significant tree list. Should Council decide to take this action it does need to take into consideration the provisions of the *Heritage of Western Australia Act 1990*, which requires the need for proper public consultation to occur, prior to any inclusions or exclusions to the Local Government Inventory. This would clearly include seeking the views of the landowner and the broader community. This will also facilitate consideration of any other place that the community, landowner(s) or the City may want to have updated as part of this annual update process.

If the Tuart tree does become included on the Local Government Inventory, then there would be the requirement for planning approval to be obtained from Council for any proposed removal, destruction or interference once the Scheme amendment is finalised. Being a discretionary decision on the Scheme, there would also be the right for an applicant aggrieved by a decision of Council to seek a review of that decision by the State Administrative Tribunal.

This however does not waiver from the fact that listing on the Local Government Inventory is the most appropriate way in which to ensure the Tuart tree has a greater level of protection.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Natural Environmental Management

- To conserve, preserve and where required remediate the quality, extent and uniqueness of the natural environment that exists within the district.

Budget/Financial Implications

N/A

Legal Implications

As mentioned, this process cannot be regarded as an absolute protection of the tree. However it does elevate its importance and if ultimately included on the Local Government Inventory following its annual update will provide a mechanism to apply for planning approval for any proposed alteration, destruction or removal to the tree.

Community Consultation

The *Heritage of Western Australia Act 1990* mandates the requirement for proper public consultation to occur in undertaking the annual update.

Attachment(s)

1. Location Plan
2. Arboricultural Report

Advice to Proponent(s)/Submissioners

N/A.

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

Nil.

20. **NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING**
21. **NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY COUNCILLORS OR OFFICERS**
22. **MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE**
23. **CONFIDENTIAL BUSINESS**

24 (OCM 09/08/2012) - RESOLUTION OF COMPLIANCE**RECOMMENDATION**

That Council is satisfied that resolutions carried at this Meeting and applicable to items concerning Council provided services and facilities, are:-

- (1) integrated and co-ordinated, so far as practicable, with any provided by the Commonwealth, the State or any public body;
- (2) not duplicated, to an extent Council considers inappropriate, services or facilities as provided by the Commonwealth, the State or any other body or person, whether public or private; and
- (3) managed efficiently and effectively.

COUNCIL DECISION**25. CLOSURE OF MEETING**

CITY OF COCKBURN

SUMMARY OF MINUTES OF AUDIT & STRATEGIC FINANCE COMMITTEE MEETING HELD ON THURSDAY, 19 JULY 2012 AT 6:00 PM

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CITY OF COCKBURN**MINUTES OF AUDIT COMMITTEE MEETING HELD ON THURSDAY, 19
JULY 2012 AT 6:00 PM**

PRESENT:**ELECTED MEMBERS**

Mr T Romano	-	Councillor (Presiding Member)
Mr L Howlett	-	Mayor
Mrs C Reeve-Fowkes	-	Councillor
Mrs L Smith	-	Councillor

IN ATTENDANCE

Mr M. Littleton	-	Acting Chief Executive Officer
Mr N. Mauricio	-	Manager, Financial Services
Mrs B. Pinto	-	PA to Directors – Fin. & Corp. Services & Admin. & Comm. Services

1. DECLARATION OF MEETING

The Presiding Member declared the meeting open at 6.05 pm.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

Nil.

3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATION

Nil

4 (ASFC 19/07/2012) - APOLOGIES & LEAVE OF ABSENCE

Deputy Mayor Allen	-	Apology
Clr Yaz Mubarakai	-	Apology
Clr Bart Houwen	-	Apology



5. PUBLIC QUESTION TIME

Nil

6. DEPUTATIONS & PETITIONS

Nil

7. CONFIRMATION OF MINUTES

7.1 (MINUTE NO 105) (ASFC 19/07/2012) - AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 15/7/2012

RECOMMENDATION

That Council adopt the Minutes of the Audit and Strategic Finance Committee Meeting held on Thursday, 15 March 2012 as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr C Reeve-Fowkes that the recommendation be adopted.

CARRIED 4/0

8. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (IF ADJOURNED)

Nil

9. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER

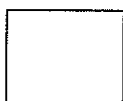
Nil

10. COUNCIL MATTERS

Nil

11. PLANNING & DEVELOPMENT DIVISION ISSUES

Nil



12. FINANCE & CORPORATE SERVICES DIVISION ISSUES**12.1 (MINUTE NO 106) (ASFC 19/07/2012) - INTERIM EXTERNAL AUDIT (FS/A/004) (S DOWNING) (ATTACH)****RECOMMENDATION**

That Council receive the Interim Financial External Audit Report for the year ended 30 June 2012.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr C Reeve-Fowkes that the recommendation be adopted.

CARRIED 4/0

COUNCIL DECISION**Background**

Council is required to examine the report prepared by the External Auditor and is to determine if any matters raised in the report require action to be taken by Council.

Council is also required to meet with the Auditor of the Local Government at least once in each year. This will be for the receipt of the final audit report as occurs each financial year.

The Terms of Reference of the Audit Committee was adopted by Council on 8 November 2007.

Submission

N/A

Report**Interim Audit**

The Interim External Audit Report for the period ending 30 June 2012 was received from Council's Auditors, Macri Partners in July 2012. The Interim Report covered a review of the Accounting and Internal Control Procedures in operation, as well as testing of transactions in:



- Bank Reconciliations
- Purchases
- Payments and Creditors
- Rate Receipts and Rate Debtors
- Payroll
- Investments
- General Account and IT Controls
- Registers (Tenders Register)
- Review of Council Minutes

The review also covered an examination of some compliance matters which are required under the Local Government Act 1995 (as amended) and Financial Management Regulations 1996.

Please note that the examination of internal controls was carried out for audit purposes designed primarily for the purpose of expressing an opinion on the financial statements of the City of Cockburn.

Below is a summary of the issues raised by the Auditor and Management Response.

<u>Issue</u>	<u>Comment</u>
1. Bank Reconciliations	
1a. Stale Cheques	Stale cheques will be written back.
1b. Unmatched Items on bank reconciliation in relation to investments	Have now been matched. Process was not followed has now been allocated to another staff member
2. Purchasing and Payments	
2a. Outstanding Purchase Orders	Should be regularly purged. New process will be put in place to see this occur.
3. Creditors	
3a. New supplier authorisation Amendment form authorisation	Addition of new suppliers to the system to be signed off by senior manager.
4. Rates	
4a. GRV Revaluation Reconciliation	Reconciliation documents to be produced and signed off instead of exception reporting for new valuations.
4b. Monthly Reconciliations	Re-instigated from June 2012.
5. Sundry Debtors	
5a. Segregation of Duties	Do not agree. City prefers monitoring and review controls which are more cost effective. No error or fraud has been detected.
6. Payroll	
6a. Deduction Authorisations Forms not all on individual employee files	Forms kept with payroll. Copy will now be kept with employee file.
6b. Excessive accumulation of annual leave for certain employees	There is a process of review to encourage all employees to take regular annual leave. In some cases (8%) employees have excess amounts. Council cash backs all annual leave to ensure that when staff take leave, there will be no financial implication



As noted in the Auditor's Report all findings have been actioned.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

Letter from Macri Partners - Interim Audit Visit - Management Letter for the year end 30 June 2012.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

12.2 (MINUTE NO 107) (ASFC 19/07/2012) - ANNUAL PERFORMANCE REVIEW OF MONETARY AND NON-MONETARY INVESTMENTS (FS/A/004) (S DOWNING)

RECOMMENDATION

That Council receive the information.



COMMITTEE RECOMMENDATION

MOVED Cllr L Smith SECONDED Cllr C Reeve-Fowkes that the recommendation be adopted.

CARRIED 4/0

COUNCIL DECISION**Background**

As required under Council Policy SFCS1, the City reports on an annual basis for the performance of its monetary investments against a benchmark agreed by Council.

Submission

N/A

ReportReport on Monetary Investment Returns for 2011/12

The following table indicates the performance of the City's funds over the last two financial years.

Table 1 - Cash Interest Returns on Monetary Investments 07/08, 08/09, 09/10, 10/11 & 11/12

Financial Year	Average Cash Holding	Benchmark	Portfolio	Variance	Value
2007/08	\$52,404,274	7.30%	5.20%	-2.10%	\$1,100,490
2008/09	\$49,645,021	4.80%	7.49%	2.69%	\$1,337,649
2009/10	\$54,089,008	3.67%	5.67%	2.00%	\$1,081,780
2010/11	\$66,423,360	4.98%	7.35%	2.37%	\$1,574,233
2011/12	\$78,060,317	4.70%	7.61%	2.91%	\$2,271,555

The Council's cash investments which include its structured investments and term deposits returned a rate of 7.61% over the twelve months against a benchmark of 4.70%. Both the portfolio and benchmark rates are a weighted interest rate given the rising interest rate environment over the reporting period. The higher return was primarily due to having the City's cash from rates due at the commencement of an upturn in the interest rate cycle and keeping the money in short term deposits to maximise our return during this



financial year. Interest rates have fallen as the RBA intervened in monetary policy by lowering the official cash rate from 3.75% to 3.25% over the reporting period.

Table 1, above does not include the capitalised interest of the Argon investment, if it did the portfolio return for 2011/12 would be 8.22%. It has not been included as interest is capitalised against the value of the Argon investment. All other interest is received in cash and booked to interest income.

The City's other monetary investments are as follows:

Table 2 - Value of Monetary investments 2011/12 (excluding cash on hand and at bank).

Investments	Face Value	Market Value	Current Interest Rate
Floating Rate Notes	\$1.00m	\$0.97m	5.16%
Reverse Mortgages	\$2.96m	\$2.06m	4.45%
Term Deposits	\$73.50m	\$73.50m	5.81%
Argon	\$2.00m	\$3.04m	7.17%
Total	\$79.46m	\$79.57m	5.82%

The City continues to invest money only in term deposits with Australian Banks. Funds from maturing structured investments will also be treated similarly. This is as required by the Local Government Act.

The term deposits will generally mature over the next twelve months and are currently structured in such a manner so as to coincide with the City's cash flow requirements. Floating rate notes mature in April 2013. The Emerald Australian Reverse Mortgages mature in July/August 2014. Argon, which is the zero-coupon CBA Senior Bond matures in January 2018. All other investments have been repaid to the City as and when they matured over the last twelve months with interest.

The City will continue its classification of the investments as current and non-current as required by the accounting standards.

Report on Non-Monetary Assets for 2011/12

The City has a second range of assets it manages that is non-monetary assets. The largest of these is the freehold land assets owned by the City. The summary below highlights a number of land assets currently being developed to improve the financial position of the City.

The amount to be transferred into the Land and Infrastructure Development Reserve is earmarked for the development of land that will provide a commercial return similar to interest income on surplus cash. The intention is for returns on commercial property to be invested into other income generating land assets, as well as to pre-fund



community infrastructure with this money paid back into the Land and Infrastructure Development Reserve by future budget allocations.

Lot 7, Cockburn Central

The City retains ownership and the current value attached to that land is \$2.2m. The City will be undertaking a short term leasing of portion of this land for the purposes of a café.

Wentworth Parade, Success

This represents Crown land, and has been created as a reserve for community purposes. Being a reserve it has been placed under the care, control and management of the City, by way of a Management Order registered against the relevant parcel of Crown land and endorsed on the Certificate of Land Tenure. In accordance with the purpose of the reserve and Scheme requirements, the City is currently constructing an Integrated Health Facility to serve the southern suburbs of the municipality. The City has received \$6.5m from the Federal Government for this purpose. In addition to this an allied health facility is being constructed, integrated with the cities new library.

Tuart Rise Estate -18 Grandpre Crescent Hamilton Hill

All 28 lots of this development have now been sold. Total sales including GST total \$6.9m with costs for land development of \$2.12m or \$42,700 per lot. As at 30 June 2012, the City had settled on 10 lots.

Part Lot 9001 Yangebup Road Beeliar

40,314 square meters of this land has been sold to Coles Property Development Group. Coles have lodged a development application with Council for construction of Beeliar Village. This application has now been forwarded to the State Government's Development Application Panel (DAP). The City secured \$12.1m for the land with a deposit of \$0.25m being paid on signing of contracts. Conditional approval for the subdivision has been granted by WAPC. The conditions are now being satisfied before settlement can occur.

Other Freehold Properties

Other Land in the City that has been sold over the last twelve months include:

- (1) Subdivision and sale of land - Lot 801 Southwell Crescent, Hamilton Hill - Sold \$420,000.
- (2) Sale of land - Lots 300 and 301 Hamilton Road, Munster - Sold for \$410,000.



- (3) Subdivision and sale of land - Lot 183 Southwell Crescent, Hamilton Hill - Sold for affordable housing - 15 lots - \$1.25m.
- (4) Lots 801 and 802 Bourbon Street Hamilton Hill - Total Proceeds \$713,000.
- (5) Subdivision and sale of land - Lot 232 Chesham Way and Lot 237 Dacre Court, Hamilton Hill - Total proceeds \$655,000.

All funds have been placed into the Land and Infrastructure Development Reserve as per Council policy on disposal of surplus land.

LAND DEVELOPMENT ACTIONS	
Sale of land - Lots 59, 95 and 101 Howson Way, Bibra Lake	<p>Detailed site investigation report has been forwarded to DTMT to enable them to undertake due diligence and formulate an offer to purchase. DTMT has also forwarded request to construct a sewer line 1.5m off southern boundary. Negotiations also taking place with landowner of Lot 3 Wellard Street to purchase. Contamination big issue as front part of lot is previous landfill. DTMT advised on 10/12/09 that not interested in purchase. Meeting to be organised with OTEK early in 2010 to discuss other options. Andrew to provide documents to OTEK for prelim assessment. 2/3/2010 Sent document to OTEK requesting pricing and options. May 2010 received response from OTEK, Sewer being proposed along southern boundary by proponent, health have imposed conditions addressing contamination issue. 29/3/2011 This matter is unchanged from a land administration aspect although Health continue with the contaminated site project. Continuing investigations as to whether opportunity exists to release unaffected land for sale.</p> <p>Currently in discussion with adjacent land owner who wishes to purchase East part of the two lots. Part funds to be quarantined for rehabilitation work on site.</p>
Subdivision and sale of land - Lots 1 and 50 Berrigan Drive, South Lake	<p>Survey plan to create two lots and road widening prepared - results from City undertaking upgrade works across Lot 50 South Lake Drive, with payment in the form of portion of Lot 1 being provided to the City in fee simple for future development. Western most lot to comprise high voltage power lines and artificial lake, eastern lot for residential development. Consulting engineer (Shawmac) has been instructed to prepare design and specifications for sewer and water extension. Scheme Amendment No. 69 being progressed by Mario Carbone to impose appropriate new zonings. Expected to take 12 months to finalise. Pending wetland reassessment also which is currently under consideration by DEC. The subdivision requires the extension of a water main at a cost of ~\$40,000. At the same time, the rezoning needs to overcome wetland reclassification hurdle. Given this, stay to be put on water main and broach with Western Power option of applying for new title just for Lot 1, and transferring this to City and then having the easement endorsed on the title to protect the transmission line. This procedure would give City land</p>



LAND DEVELOPMENT ACTIONS	
	at little cost. It is not prudent to spend money to achieve a subdivision and then find that City cannot get a return on the land. City to follow up at Western Power regarding outstanding letter. Reclassification of wetland from resource enhanced to multiple use approved by DEC end of 02/2010. 12/04/2010 Instructed solicitor to apply for new title. Discuss rezoning. Kevin to speak with McLeods to get this actioned. 29/3/2011 McLeods have been instructed to prepare the land transfer. It is expected that the land should transfer to the city by May 2011. Land has transferred to City, now require to rezone land and start surveying/engineering investigations.
Subdivision and sale of land - Lot 101 Beeliar Drive, Beeliar	WAPC approval to create two lots and Beeliar Drive road reserve has lapsed. All clearances in hand but a new subdivision application is required. Previous WAPC approval has lapsed and needs to be reapplied for. Land Administration to resubmit Form 1A based on previous application. 10/3 Discussing options with WAPC. Currently with WAPC for assessment and referral. Received approval from WAPC.
Sale of land - Lot 61 Gumina Place, Munster	WAPC approved. Requires redirection of stormwater as lot is currently a drainage sump. Consulting engineer (Cardno) has supplied a concept plan for the new sump. This plan has been passed on to Engineering for comment. Expect construction drawings to be prepared in house. Need to investigate GPT solution or swale alternative with Environment. WAPC approval is in place. A suitable alternative drainage system needs to be designed on the eastern portion of the Gumina Road Reserve. This system needs to be such that no pollutants end up in the wetland. The project needs to be assigned to someone in engineering. Meeting to be set up with new Works Manager early 2010. Land Admin (L.A.) has advised engineering of need to consult him in respect of drainage redesign and that Environment needs to be informed to assist a positive outcome. 12/04/2010 Engineering has identified this for action by Shawmac (consultant) to cost relocation of sump. L.A. to meet with engineering and consultant to discuss stormwater program and priorities of this project. Lee to take carriage of this project, Lee to liaise with Shawmac to get design done. The need to undertake costing of works. New swale has been constructed and stormwater diversion in place. Lee to organise new subdivision application for subject land and submit to WAPC. Lee to look at getting sand to fill sump 10/8. Peter G advised on 24/8 that sand will start being delivered and compacted, fence removed in preparation for subdivision. L.A. to head out on site and investigate pipe anomalies. L.A. to organise pricing so that budget amendment can be made in Feb. 1/11 Have Western Power, Water Corp costs, appointed Surveyor and requested quote from Shawmac to design sewer etc. 15/12 Guidice have completed DP and will liaise with Western Power & Water Corp. Power connected, sewer and plumbing quotes to come in around 27/2, compaction certificate from Peter required by end of Feb. Apply for clearances May. 8/5 Water Corporation is nearly finalised,



LAND DEVELOPMENT ACTIONS	
	<p>reminded Leon Lombardo that I need quote to do redo sump fill and compaction. He will advise by next Monday. Compaction issue dealt with, half through clearance process, Lee to organise appraisal from Santos Davies for sale of land. Start sales process. 26/6 Requested clearance from Stat Planning. 27/6 Sent final letter to Guidice for Water Corp. 27/6 Requested PO for valuation for McGees. 29/6 Cheque for Water Corp will be available - request clearance.</p>
<p>Subdivision and sale of land - Lot 65 Erpingham Road, Hamilton Hill</p>	<p>Investigating various options to value add this land locked residential lot. These include:</p> <ul style="list-style-type: none"> - Purchase portion of Lot 58 Erpingham Road and amalgamate with closed PAW in order to obtain road access; - Purchase Lot 702 Bellier Place from Department of Housing and include with Lot 65 Erpingham Road for comprehensive development; - Swap Lot 702 Bellier Place (with cash adjustment) for Reserve 38537 Goldsmith Road; - Exchange zoning of Lot 65 Erpingham Road with Lot 172 and Part Lot 174 Ely Street. PAW closure proceeding via SLS rather than WAPC. Need to investigate how we will connect to sewer - possible request Homeswest or maybe BP. <p>Now looking at option where legal access can be taken across BP oil line reserve. Need to meet with BP in house lawyer to discuss options early 2010. Lee to organise closure of PAW, start with research into ownership/rights. 29/3/2011 unchanged. Lee to commence PAW closure and purchase process, which will achieve legal road frontage to Erpingham. 12/12 Received Memo & sketch from Engineers detailing that the sewerage connection will have to go across BP land. L.A. o meet with BP representative mid-January. DoH have in-principle agreed to assist in providing land on southeast boundary to be provided as widened land for road link to effectively solve the access issue. 4/5 DOH provided in principle consent to sale of land. Lee to do Survey of the land required including the topography (Shane in Engineering to complete). 8/5 Marina Campbell BP rang they are supportive of the idea but meeting her onsite 15/5. Met with BP, they are generally ok. Lee has requested vacuum truck to locate oil pipe, so that we can create the feature survey. Need to coordinate with surveyor so that they are ready to go and take points once pipe is exposed to assist with engineering.</p> <p>Will be subdivided in 2012 and sold by June 2013.</p>
<p>Subdivision and sale of land - Lots 485 and 459 Bourbon Street, Hamilton Hill</p>	<p>WAPC approval for two single lots and one lot with two grouped dwelling potential. Instructions given to engineer to design sewer and water connections. Parks Department (in association with POS upgrade works) to construct retaining walls following sewer works. Tender has been awarded to drainage contractor for sewer and water connection. These works will be undertaken early 2010. Still waiting for valuation from SLS for purchase of PAW.</p>



LAND DEVELOPMENT ACTIONS	
Land swap between Tappers Lake land (Progress Drive) and Reserve 26954	Need to progress land swap between Tappers Lake land (future reserve being created as part of subdivision of Lots 14 and 22 Progress Drive) and Reserve 26954 (Adventure World car park). Not to be associated with triangular lot at southern end of Lot 22 Progress Drive. Will cost City approximately \$1.5M so it is recommended only apply for power to lease with appropriate change to reserve purpose. Council resolved to seek amended management order for Reserve 26954 with power to lease for car park.
Reserve 26054 Davon Street, Hamilton Hill	12/04/2010 L.A. to liaise with SLS to ascertain whether land can be purchased under 5% rule, also to work out whether engineering need additional drainage capacity on the land. 15/4/2010 Requested confirmation J Pruyn (SLS) whether land was given up as part of sub-division or not. Confirmed. Waiting on advice from Engineering. L.A. to obtain MO and investigate opportunity for purchase. 19/7 Discussed with L.A., he will advise suitability of block for sale once he has been to meeting with Engineers. MO is drainage only so will have to be purchased at full value less works to be completed. L.A. to organise meeting with internal depts to discuss issues. 29/3/2011 status is unchanged.
Reserve 39581 rationalisation	Currently on hold. Not to be proceeded unless all landowners agree. 5/10 Received letter from 39 Angus Ave, S Topliss - L.A. to investigate again the viability of the purchase of the Reserve & resale. 1/11 Have received five responses in the positive and two in the negative. 1/12 Strategic Planning to facilitate zoning amendment which will address public consultation issues for the closure of the portion of the reserve.
Hammond Road intersection realignment	L.A. to advise Engineering to utilise Henderson Waste Fill Reserve monies for \$750K funding shortfall. If this fails then Land Development Reserve may be used subject to Exec Agreement. 29/3/2011 a funding/land acquisition/road closure plan has been forwarded to Engineering. L.A. to email Engineering expressing urgency for action on this one. Shariff now working on this, wants additional land. L.A to advise Engineering that City needs to organise purchase of land in next budget. L.A. has arranged to pay for their valuer to provide valuation. At this point need to discuss with Directors given that expectation of significant cost to Council. Investigate feasibility of project following this.
Lot 331/1 Boswell Place, Spearwood	4/4 Received letter from Dept of Education expressing interest in purchasing land as it is alongside Newton Primary School. 3/5 wrote to Dept of Ed advising City will consider sale of land. May 2012 Contacted Cathie Duncan, she will advise outcome in near future. 27/6 Emailed Cathie to ask for update.
Verde Drive	PTA subdivision for park and ride has associated conditions that land and cost contribution be provided for Verde Drive and Knock Place extension. Negotiations with WAPC and SSO are that State Government cannot provide money once the road reserve is created.



LAND DEVELOPMENT ACTIONS	
	Accordingly legal agreement secures road reserve and money at some point in the future when we demand it.
Land exchange between Lot 915 Goldsmith Street and adjoining Reserve 38537	Currently negotiating land exchange/cash adjustment issue with Valuer General's Office and SLS. L.A. has spoken with valuer and waiting valuation. 15/8 Mrs Di Tullio came into office to enquire about purchase portion of Reserve 38537 to enable her to subdivide. If this is a viable option please advise daughter Nadia 0414580783. L.A. to analyse valuation provided by SLS.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

Budget/Financial Implications

Below is a table of land sales for 2011/12 and the development of land costs to achieve the sales.

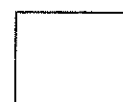
All proceeds are to be placed in the Land Development Reserve except for the lots at Progress Drive. These funds have been placed in the Bibra Lake Management Reserve for re-development of land next to the Ice Skate park.

All the cash has not yet been received from the Grandpre and Ivankovich Ave Land.

Land Transaction	Sale Price	Costs	Net
Purchase Lot 237 Dacre Court	325,000	32,627	292,373
Development & Sale Lot 14 & 22 Progress Drive, Bibra Lake	1,597,516	145,583	1,451,934
L18 Grandpre (Heal, Sykes, Plantagenet, Anjou, Rosetta) HH	6,334,545	2,184,357	4,150,188
Subdivision Lot 183 Southwell Cres	1,281,165	119,142	1,162,023
Lot 8, 17-23 Kent St	236,500	0	236,500
Sale Part of Lot 9001 Ivankovich Avenue, Beeliar	12,100,000	250,000	11,850,000
Sale of Lot 300/301 Hamilton Rd Munster	372,727	0	372,727
Total	22,247,454	2,731,709	19,515,745

Legal Implications

N/A



Community Consultation

N/A

Attachment(s)

N/A

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

12.3 (MINUTE NO 108) (ASFC 19/07/2012) - INTERNAL AUDIT PROJECTS FOR 2012/13 (FS/A/004) (N MAURICIO)

RECOMMENDATION

That Council endorse the following internal audit projects for the 2012/13 financial year:

- (1) Project 1 – Procurement and Supply Chain Management Process;
- (2) Project 2 – Audit delegated authorities (specifically the exercise of authorities);
- (3) Project 3 – Audit and assurance of financial processes in place at the FESA funded services; and
- (4) Project 4 – Audit compliance with new Building Act requirements and effectiveness of business processes.

COUNCIL DECISION

MOVED Mayor L Howlett SECONDED Cllr C Reeve-Fowkes that the recommendation be adopted.

CARRIED 4/0



Background

At the start of each year financial year, Council needs to review the internal audit plan and prioritise the projects to be undertaken that year.

Potential projects are identified through various sources including the executive, senior management and the internal auditors.

The Council has a supply contract with Deloitte Touche Tohmatsu (Deloitte) for the provision of internal auditing services. This is for a period of four years ending 30 June 2015 with this year being the second of the current plan.

Submission

N/A

Report

Following the appointment of Deloitte in July 2011, the following proposed audit plan was reported to the Audit & Strategic Finance Committee (ASFC) at the November 2011 meeting:

Auditable Issues/areas	Proposed Timetable			
	2011/12	2012/13	2013/14	2014/15
Fraud Control	✓			
Procurement/Supply Chain Management Process	✓			
IT Security	✓			
Contract Management		✓		
Revenue Recognition (rates and other sources)		✓		
Employee Health and Safety		✓		
Cash handling (all areas)			✓	
Confidential Information (awareness and protection)			✓	
Payroll Function			✓	
Payment processing				✓
Long term financial planning				✓
Major land transactions				✓

This plan represents a typical and broad set of audit areas as suggested by Deloitte. The first priority was to complete the Fraud Control and Risk Assessment review and this was achieved and



reported to ASFC and Council in March this year. Given the comprehensive nature of this assignment, no other specific projects were able to be undertaken during 2011/12.

The ASFC requested that a report be provided on an annual basis on the progress towards mitigating risks identified in the Fraud Risk Register and identification of any new risks. This report will be provided to the July 2013 meeting of the ASFC.

Given the broad nature of the audit topics in the Deloitte audit plan, consideration needs to also be given to other specific areas of priority as identified by management, the ASFC and the internal auditors. This is seen as critical given the dynamic and progressive nature of the City's wide ranging services and other activities. For example, the fraud and risk review identified the City's procurement processes as a key priority for audit, given the risk potential. Senior managers were also consulted with in regard to suggesting specific areas for audit.

The following list of audit topics was reviewed by the executive with the first four audit areas recommended for completion in 2012/13. Deloitte will undertake these in two separate visits as per the indicated timing.

Recommended Projects for 2012/13

1. Procurement & Supply Chain Management Process. (Sep-Oct)

This project has been given a high priority due to the extent of the City's procurement spend budget of approximately \$90M. This project was recommended by both senior management and the internal auditor.

2. Audit the exercising of delegated authorities. (Sep-Oct)

This project is management initiated and looks to provide assurance that the exercising of delegated authority is being undertaken in accordance with the requirements of the various Acts and Council.

3. Audit and assurance of financial processes in place at the FESA funded services. (Feb-Mar)

The City is responsible for ensuring the proper financial management and acquittal of FESA operational funding received for the Jandakot and South Coogee volunteer fire brigades and CVES state emergency service. The annual acquittal only requires CEO sign off and is not subjected to external audit. This management initiated audit will provide Council with assurance that the monies are being properly accounted for and proper financial practices are in place for the expenditure of funds.



4. Audit compliance with new Building Act requirements and effectiveness of new business processes. (Feb-Mar)

Given the significant impact of the changes made to the Building Act, both within the community and on the Building Services unit, the executive believe an independent audit and review will be beneficial. Council needs to be assured that compliance is being managed successfully.

For Consideration in 2013/14

1. Audit salaried employee timekeeping practices to ensure attendance is properly monitored:

Employee timekeeping for administration staff is mainly self managed with management oversight. This area was previously subject to audit in 2009/10, but management believe this is now due to be revisited. This is broadly aligned with the Payroll Function audit specified in the Deloitte audit plan for 2013/14.

2. Audit and risk review of cash handling procedures across the City:

Cash handling audits are typical within internal audit programs due to the high risk nature of cash. The City previously commissioned audits in this area for specific and targeted sites between 2007-2010 (eg. Jean Willis, Henderson Waste Park, Admin Centre, SLLC). Given the falling ratio and amount of cash transactions across the City, this project is considered less priority at this stage and can be included in a future period. This area is earmarked for audit in 2013/14 in the Deloitte plan.

3. Audit the implementation of fraud & risk management:

The Audit Committee requested at the March 2012 meeting for the internal auditor to report on the progress of the implementation of risk management (particularly fraud risk) in 2 years time. This will fall due in the 2013/14 year.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

The City has an allocation of \$30,000 in the 2012/13 Budget for internal auditing purposes.



Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

N/A

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

13. ENGINEERING & WORKS DIVISION ISSUES

Nil

14. COMMUNITY SERVICES DIVISION ISSUES

Nil

15. EXECUTIVE SERVICES DIVISION ISSUES

Nil

16. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

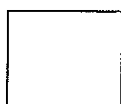
Nil

**17. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION
AT NEXT MEETING**

Nil

**18. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION
OF MEETING BY COUNCILLORS OR OFFICERS**

Nil



19 (ASFC 19/07/2012) - MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Clr Reeve-Fowkes requested a report be prepared and presented to Committee regarding legal matters that the City had been involved with in the last 2 years. The report should include prosecutions and defences of the City, outcomes of those legal matters and the costs involved.

20. CONFIDENTIAL BUSINESS

Nil

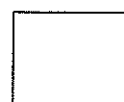
21 (ASFC 19/07/2012) - CLOSURE OF MEETING

6.35 pm.

CONFIRMATION OF MINUTES

I, (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: Date:/...../.....



CITY OF COCKBURN

SUMMARY OF MINUTES OF THE DELEGATED AUTHORITIES, POLICIES
& POSITION STATEMENTS COMMITTEE MEETING HELD ON
THURSDAY, 26 JULY 2012 AT 6:00 PM

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CITY OF COCKBURN

MINUTES OF THE DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE MEETING HELD ON THURSDAY, 26 JULY 2012 AT 6:00 PM

PRESENT:

Mrs C Reeve-Fowkes	-	Councillor (Presiding Member)
Mr L Howlett	-	Mayor
Mr S. Portelli	-	Councillor
Mr Y. Mubarakai	-	Councillor

IN ATTENDANCE:

Mr S. Cain	-	Chief Executive Officer
Mr D. Green	-	Director, Administration & Community Services
Mr S. Downing	-	Director, Finance & Corporate Services
Mr D. Arndt	-	Director, Planning & Development Services
Mr M. Littleton	-	Director, Engineering & Works
Mrs B. Pinto	-	PA to Directors - Finance. & Corporate. Services/Administration & Community Services

1. DECLARATION OF MEETING

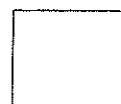
The Presiding Member declared the meeting open at 6.12 pm.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

Nil.

3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (BY PRESIDING MEMBER)

Nil



4 (DAPPS 26/07/2012) - APOLOGIES & LEAVE OF ABSENCE

Deputy Mayor Kevin Allen	-	Apology
Clr Tony Romano	-	Apology
Clr Bart Houwen	-	Apology

5. CONFIRMATION OF MINUTES

5.1 **(MINUTE NO 70)** (DAPPS 26/07/2012) - MINUTES OF THE DELEGATED AUTHORITIES, POLICIES AND POSITION STATEMENTS COMMITTEE MEETING - 24/5/2012

RECOMMENDATION

That Council adopt the Minutes of the Delegated Authorities, Policies and Position Statements Committee Meeting held on Thursday, 24 May 2012, as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Clr Y Mubarakai that the recommendation be adopted.

CARRIED 4/0

6. DEPUTATIONS & PETITIONS

Nil

7. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (IF ADJOURNED)

Nil

8. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER

Nil

9. COUNCIL MATTERS

Nil



10. PLANNING & DEVELOPMENT DIVISION ISSUES

NOTE: AT THIS POINT IN THE MEETING, THE TIME BEING 6.20 PM THE FOLLOWING ITEMS WERE CARRIED BY AN "EN BLOC" RESOLUTION OF COMMITTEE:

10.4	11.1	13.3	14.2
------	------	------	------

10.1 (MINUTE NO 71) (DAPPS 26/07/2012) - PROPOSED AMENDMENTS TO DELEGATED AUTHORITY OLPD14 'OUTDOOR CONCERTS AND PUBLIC EVENTS - APPROVALS' (CC/P/098) (D GREEN) (ATTACH)

RECOMMENDATION

That Council adopt proposed amendments to Delegated Authority OLPD14 'Outdoor Concerts and Large Public Events – Approvals', as shown in the attachments to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr S Portelli that Council adopt the recommendation subject to the following amendments:

- (1) correct the heading of this report from 'Concerns' to 'Concerts'; and
- (2) Point (2) in the Delegated Authority OLPD14 to read as follows:

The Mayor and Ward Councillors from the Ward which the proposed venue is located shall be advised, by email, within two working days of the receipt of an application to conduct such an event.

CARRIED 4/0

COUNCIL DECISION

Reason for Decision

The Mayor and Councillors should be included to receive any advice on events that take place in the City.

Background

This delegation was deferred from the May 2012, DAPPS Meeting, for the purpose of considering any associated Policy at this Committee Meeting.

Submission

N/A

Report

This matter is delegated under the provisions of the Health Act, 1911 and is therefore not specific to any other requirement. Accordingly, the matter is re-presented for Committee consideration in essentially the same form with some terminology being amended to reflect current circumstances (eg. 'Councillors' are now referred to as 'Elected Member').

Strategic Plan/Policy Implications

Lifestyle and Aspiration Achievement

- To facilitate and provide an optimum range of community services and events.
- To deliver our services and to manage resources in a way that is cost effective without compromising quality.

Budget/Financial Implications

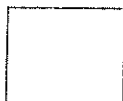
N/A

Legal Implications

Health Act, 1911 and Environmental Protection Act, 1986 and associated Regulations refer.

Community Consultation

N/A



Attachment(s)

Proposed amended Delegated Authority OLPD14 'Outdoor Concerts and Large Public Events – Approvals'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

10.2 (MINUTE NO 72) (DAPPS 26/07/2012) - DRAFT LOCAL PLANNING POLICY 'SIGNS AND ADVERTISING' (PS/P/001) (R SIM / T CAPPELLUCCI) (ATTACH)

RECOMMENDATION

That Council:

- (1) adopts the draft local Planning Policy 'Signs and Advertising' for the purposes of advertising, as shown in the attachments to the Agenda; and
- (2) publishes notice of the draft local Planning Policy 'Signs and Advertising' in accordance with Clause 2.5.1(a) of Town Planning Scheme No. 3.

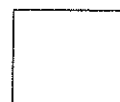
COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr S Portelli that the recommendation be adopted.

CARRIED 4/0

COUNCIL DECISION**Background**

The City of Cockburn currently does not have a local planning policy relating to signage which has lead to a largely discretionary determination of development applications relating to signage. In



addition to this, there have been numerous examples of inappropriate types of signage which do not result in a positive amenity outcome throughout the City. Developing and adopting a comprehensive signage policy within the City will help introduce a classification of various types of signage and provide direction to developers and assessing officers as to what constitutes acceptable development which can be dealt with under delegation with regard to signage.

Submission

N/A

Report

Signage within the City of Cockburn requires approval with a few exceptions. Approval for signage within the City of Cockburn Local Government area is issued through a sign licence and in some cases, a planning approval. Under the City of Cockburn Local Laws, section 8.5 of Part VIII; Signs Hoardings includes a range of signs which are exempt from Council approval.

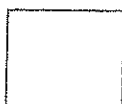
In addition to the aforementioned signage which is exempt from Council approval, several types and sizes of signs are exempt from planning approval in accordance with schedule 5 of the Scheme. A local planning policy is required for those signs which require planning approval.

Section 8.5 of the City of Cockburn Local Laws does not give adequate direction and guidance to applicants and assessing officers within the City with regard to signage. There exists limited distinction and classification of the various types of signs as well as no acceptable development criteria regarding maximum dimensions and siting of the aforementioned signage. A local planning policy relating to signage will provide the City's Planning and Development services department with a more precise framework for assessing applications for signage as well as ensuring that signage in the City of Cockburn achieve the objectives set out in clause 1.5 and 1.6 of the Scheme.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.
- To ensure development will enhance the levels of amenity currently enjoyed by the community.



Governance Excellence

- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

Budget/Financial Implications

Costs involved in the advertising of the amendment to the policy which can be accommodated from the operational budget.

Legal Implications

N/A

Community Consultation

The proposed modifications, if adopted for the purpose of advertising, will be advertised in accordance with Clause 2.5.1 of Town Planning Scheme No. 3.

Attachment(s)

Draft Local Planning Policy 'Signs and Advertising'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

10.3 (MINUTE NO 73) (DAPPS 26/07/2012) - PROPOSED AMENDMENT TO LOCAL PLANNING POLICY APD 59 'PHOENIX BUSINESS PARK DESIGN GUIDELINES' (PS/P/001) (A LEFORT) (ATTACH)

RECOMMENDATION

That Council:

- (1) adopts modifications to Local Planning Policy APD59 'Phoenix Business Park Design Guidelines', as shown in the attachments to the Agenda, by:
 1. Substituting the number 5 with the number 7.5 in Clause 4.3.
 2. Deleting the words 'a colour and texture suitable to the



Public Open Space backdrop' and replacing with 'the colour known as Colorbond® Wilderness® or equivalent to the satisfaction of the City' and deleting the words 'Appropriate colours include grey, green and brown in darker tones and in any event the colour must be approved by the City' in Clause 4.5.

3. Replacing the plan in Appendix 1 with the most recent subdivision plan.
4. Updating all lot numbers in the design guidelines to correspond with most recent subdivision plan.

(2) publishes notice of the proposed modifications to the local Planning Policy APD59 'Phoenix Business Park Design Guidelines' in accordance with Clause 2.5.3(a) of Town Planning Scheme No. 3.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr Y Mubarakai that the recommendation be adopted.

AMENDMENT TO MOTION

MOVED Cllr S Portelli SECONDED Mayor L Howlett that the Design Guidelines include a provision to ensure that no verge improvements occur within 1.5m of the kerb to preserve the line of sight.

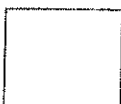
MOTION WITHDRAWN

ORIGINAL MOTION PUT AND CARRIED 4/0

COUNCIL DECISION

Background

Council resolved at its Ordinary meeting held on 12 April 2012 to adopt the Minutes from the 22 March 2012 DAPPS Committee meeting which included modifications to its Local Planning Policy APD 59 'Phoenix



Business Park Design Guidelines' for the purposes of public consultation.

The policy containing modifications was therefore advertised in accordance with Clause 2.5.1 of Town Planning Scheme No. 3 (TPS 3) and no submissions were received. Council is now requested to adopt the modifications to the policy in accordance with Clause 2.5.2 (b) of TPS 3.

Submission

N/A

Report

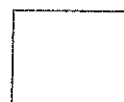
As discussed in the Minutes of 22 March 2012 DAPPS meeting, the modification was prepared in response to a request from Primewest Pty Ltd (the developer of the estate) who proposed to amend the building height requirements for lots abutting Phoenix Road. Whilst these modifications were considered, other minor modifications were also proposed including numbering of the policy, further clarification of colour requirements for walls abutting Phoenix Road, lot numbers referred to in the policy and substituting the latest plan of subdivision.

As contained in the DAPPS committee meeting Minutes of 22 March 2012, the proposed changes to the building height requirements for the lots abutting Phoenix Road will not impact on the amenity of the area or nearby landowners and the administrative changes proposed to the policy provide clarification for developers and the City in the implementation of the guidelines.

The proposed amendments were advertised for public comment in accordance with the Council resolution and Scheme requirements and no submissions were received.

Conclusion

Given that there were no submissions arising from the consultation process and no other matters have been raised, it is recommended that Council adopt the proposed modifications to the policy as advertised.



Strategic Plan/Policy Implications

Demographic Planning

- To ensure the planning of the City is based on an approach that has the potential to achieve high levels of convenience and prosperity for its citizens.
- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

Budget/Financial Implications

Costs involved in the advertising of the amendment to the policy which can be accommodated from the operational budget.

Legal Implications

N/A

Community Consultation

The proposed modifications, if adopted for the purpose of advertising, will be advertised in accordance with Clause 2.5.1 of Town Planning Scheme No. 3.

Attachment(s)

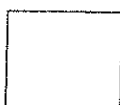
Modified Local Planning Policy APD59 'Phoenix Business Park Design Guidelines'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.



10.4 **(MINUTE NO 74) (DAPPS 26/07/2012) - PROPOSED NEW POLICY AND POSITION STATEMENT 'LICENSED PREMISES' (PS/P/001) (G BOWERING) (ATTACH)**

RECOMMENDATION

That Council:

- (2) adopts proposed Draft Local Planning Policy 'Licensed Premises', as shown in the attachments to the Agenda, for the purposes of advertising;
- (3) adopts the proposed Draft Position Statement 'Licensed Premises', as shown in the attachments to the Agenda;
- (4) publishes a notice of the resolution to adopt Position Statement 'Licensed Premises'; and
- (4) publishes notice of the Draft Local Planning Policy 'Licensed Premises' in accordance with Clause 2.5.1(a) of Town Planning Scheme No.3.

COMMITTEE RECOMMENDATION

MOVED Cllr Y Mubarakai SECONDED Mayor L Howlett that the recommendation be adopted.

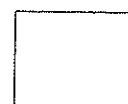
CARRIED 4/0

COUNCIL DECISION

Background

The impact of liquor and the number of liquor outlets that serve to increase availability of liquor are of concern to the local community and the City. These concerns relate to negative impacts on the community including anti social behaviour, and the rising cost of alcohol related diseases and injuries.

Such concerns appear to be supported scientifically via relevant statistics detailed in this report. Advice provided from the alcohol



experts in the WA Department of Health cite several sources that outline the harm associated with liquor consumption especially the binge drinking culture linked to young people.

Given these links and the views being expressed by members of the community and the Liquor Licensing Court in relation to proposed licensed premises in suburban communities, it is evident that there is a need for the City to develop a policy position that will enable the Council to obtain and reflect the community's position in relation to licensed premises and the public interest.

There are two pieces of legislation that are relevant to this issue and these are the Planning and Development Act 2005 and the Liquor Control Act 1988. These Acts have significant common areas, particularly with respect to determining potential impacts on amenity.

In particular the City's Town Planning Scheme No.3 section 1.6 Aims of the Scheme, part (a) states:

*'ensure that development and the use of land within the district complies with accepted standards and practices for **public amenity and convenience**'*

While part (b) states:

*'...so that the **quality of life** enjoyed by its inhabitants is not jeopardised by poor planning, unacceptable development and incompatible use of land.'*

While the societal impacts of a use are not traditionally seen as matters that form the basis of making a town planning decision it is apparent that the scope and intent of the City's Town Planning Scheme does enable the City to consider these issues in a holistic manner.

In part, and wherever possible the City should attempt to adopt a consistent position in relation to liquor license applications using the applicable legislation. It is therefore recommended that a Planning Policy and a Position Statement regarding Licensed Premises be prepared and adopted to assist in the alignment of the City's position between these two aspects of the one issue.

Report

It is common practice when liquor licence applications are presented to the Director of Liquor Licensing for the applicant to claim the full support of Council based upon presenting a Development Approval from the local authority. However the actual liquor licence applications usually have not also been considered formally by the relevant Council.



This has lead to a situation where a Development Approval may be granted based on town planning matters while the Liquor License may be refused based on a societal risk assessment or failing to demonstrate that the public interest is being served.

It is proposed that a Local Planning Policy be established to facilitate scrutiny of the public interest in relation to applications for new liquor outlets before determining a development application.

A Position Statement will provide an indication of how Council will consider each proposed new liquor licensed premises in terms of it being in the public/community interest, and its capacity to cause undue harm or ill health, offence, annoyance, disturbance or inconvenience to persons who reside or work in the vicinity or to persons in or travelling to or from an existing or proposed place of public worship, hospital or school, or impacts on the amenity of the locality.

The Council seeking a public interest assessment at the planning approval stage should not be interpreted as the Council setting out to oppose future liquor outlets. Rather the presentation of a public interest assessment with a development application will provide detailed information to support a proposal and inform the Council of the broader range of planning and community concerns prior to Council forming a view and making a decision on a proposal.

A number of Local Government Agencies such as Rockingham, Subiaco, Gosnells and Armadale have already adopted similar policies.

To determine the extent to which a proposal is in the public interest effective consultation with the local community is required. This needs to be done before Council forms an opinion about a particular liquor licence application.

The Liquor Control Act defines a statutory one month public consultation period. However this does not allow effective consultation and consideration by Council. Many of the issues addressed in the Act such as impacts on amenity and public interest are largely mirrored in the Planning and Development Act.

Officers will endeavour to ensure that Council is provided with a single position from the City with recommendations relating to each liquor licence application and planning application. This will provide the applicants with certainty about the City's position on their proposal with respect to both the development and liquor license applications.

This report provides brief details of the recent Dan Murphy's Liquor License application and the City's objection before outlining the relevance of the Planning legislation to liquor licensed premises. The



role of Local Government in relation to the Liquor Control Act is explained, followed by comments on the relevance of alcohol and young people, and the number and type of licensed premises currently existing in Cockburn.

Dan Murphy's Objection

The recent case where the City resolved to object to the application for a Dan Murphy's liquor store adjacent to the City's Youth Centre and proposed Super Clinic was the first case where the City has lodged an objection against a liquor licence. This reflects a growing concern across a number of Local Council's in WA about the role of alcohol in the community.

In this case the City granted Planning Approval based upon the view that the application complied with the relevant town planning requirements. Nevertheless during advertising of the Liquor License application the local community raised significant objections due to a number of reasons including:

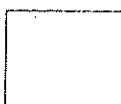
- anti social behaviour from persons leaving the nearby youth centre who may be affected by alcohol,
- the unwanted increasing number of liquor outlets in the area,
- the proximity of the liquor store to vulnerable people attending the youth centre (young people) and
- the proposed Super Clinic (alcoholics and people undergoing various rehabilitation therapies).

The Council considered these issues and resolved to lodge an objection to the Director of Liquor Licensing under the provisions of the Liquor Control Act 1988.

Planning and Development Act and Liquor Licensed Premises

The exercise of discretion to grant planning approval recognises an assessment having been performed against town planning principles, which includes considerations for orderly and proper planning and preservation of the amenity of a locality. These can be largely regarded as part of broad public interest considerations, recognising the primary role of town planning being to regulate land use and development in order to protect the public interest.

In respect of proposed licensed premises, Council is required, in considering an application for development approval, to have regard to the amenity of the area in which the proposed premises will be established. This recognises the logic that the style of operation and the management regime of licensed premises can have a significant effect on the amenity impacts associated with such facilities, and accordingly present a clear town planning consideration.



While the *Liquor Control Act 1988* provides a whole legislative framework dealing with the appropriateness of licensing a particular premise to sell liquor, this does not remove the necessity of the planning legislation to deal with the wider range of town planning principles that lie outside of the focus of the Liquor Licensing process. It is clear that amenity and the public interest must feature as key considerations for Council in determining whether to grant planning approval for any development involving licensed premises.

It is not a proper planning reason to refuse to grant planning approval by on the grounds of competition with existing businesses. Competition becomes a town planning consideration when such intensification accompanies the real prospect of adverse effects upon the extent and adequacy of facilities available to the local community if a proposed development were to proceed. In this regard until recently the Planning system has for decades tightly controlled retail floor space through a retail centres hierarchy and floor space allocations. There is no such control for licensed premises in the town planning system. However, this is a consideration in the liquor licensing court.

Liquor Control Act 1988 and Local Government

Local Government has a specific role contained within the Liquor Control Act 1988. The sections of the Act that are relevant to Council are shown in Attachment 1.

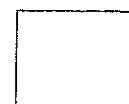
Public Interest Test

Each application for a new liquor licence must prove to the Director of Liquor Licensing that the proposal is in the public interest. This clearly implies that the local community should have significant input into the public interest assessment. The Act attempts to ensure that this occurs via a Public Interest Assessment Report (PIAR) being made available on the Office of Racing Gaming and Liquor (ORGL) web site and to residents living within 200m of the proposed location of the licensed premise. The statutory public consultation period for each liquor licence is 28 days.

Therefore it is proposed that each application for planning approval be accompanied by a PIAR of a standard considered acceptable to comply with the guidelines published by the ORGL.

Public Interest Assessment Report (PIAR)

The applicants PIAR must adequately address the important criteria outlined in the guidance statement (Attachment 2) provided by the ORGL. A PIAR should consider if there are any 'at risk' groups within



the locality or travelling through the locality. 'At risk' groups include children and young people and the strategies that the licensee will implement to minimise harm or ill health relating to nearby school children should be identified, including the advertising of alcohol.

In terms of impact upon amenity an applicant is expected to consult with the Local Government and this is typically limited to the planning approval process alone. The proposed policy will ensure that the applicant more effectively consults with the City and community in relation to the proposed liquor outlet as part of the planning application process.

Objections against a liquor licence

When giving consideration to a liquor licence application the City must be cognisant of the permitted grounds of objection which are:-

- That the grant of the application would not be in the public interest; or
- That the grant of the application would cause undue harm or ill health to people or any group of people due to the use of liquor; or
- That, if the application were granted –
 - ♦ Undue offence annoyance disturbance or inconvenience to persons who reside or work in the vicinity or to persons in or travelling to or from an existing or proposed place of public worship, hospital or school, would be likely to occur; or
 - ♦ The amenity, quiet or good order of the locality in which the premises or proposed premises are, or are to be, situated would in some other manner be lessened; or
 - ♦ That the grant of the application would otherwise be contrary to the Liquor Control Act.

Interventions against a liquor licence

In relation to an application for hotel licence, nightclub licence, casino liquor licence, special facility licence or liquor store licence, the Act enables Local Government to lodge an intervention with the licensing authority as follows:-

- (7) A local government to which subsection (4)(b) refers may intervene in proceedings before the licensing authority for the purpose of introducing evidence or making representations —



- (a) as to whether premises are suitable to be, or to continue to be, licensed or the subject of a permit;
 - (b) as to whether a proposed alteration to, or redefinition of, licensed premises should be approved; and
 - (c) on the question of whether, if a particular application were granted, persons who reside, work or worship in the vicinity would be likely to suffer undue offence, annoyance, disturbance or inconvenience,
- and may submit a report to the licensing authority on those matters.
- (8) A person authorised by the local government may intervene in proceedings before the licensing authority for the purpose of introducing evidence or making representations in relation to the requirements of —
- (a) the Health Act 1911;
 - (aa) the Food Act 2008;
 - (b) any written law relating to sewerage or drainage; or
 - (c) the Local Government Act 1995 or the Local Government (*Miscellaneous Provisions*) Act 1960, in so far as that Act relates to health matters,
- and may submit a report to the licensing authority on those matters.

Difference between an Intervention and an Objection

The essential difference between an Intervention and an Objection is whether:

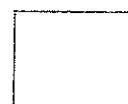
- 1) the City does not support the proposal in its current form but will consider it subject to modifications or conditions; or
- 2) the City does not support the proposal at all.

The City then provides formal comment to the Director of Liquor Licensing as follows:-

Intervention

If the City is opposed to a lesser degree to a proposed new or amended liquor licence and it believes that:-

- The premises are not suitable, or
- it would cause offence annoyance, disturbance or inconvenience to people who reside, work or worship nearby



and that these concerns may be addressed by conditions applied to the licence such as alterations to the building, restrictions on opening hours, numbers of patrons and/or advertising of liquor on the premises, then it should lodge an intervention and there is no burden of proof for the City to prove the case. This would typically involve a lower priority legal case with lower legal costs.

Objection

If the City is significantly opposed to a proposed liquor licence and it believes that it is:-

- not in the public interest, or
- it would cause undue harm or ill health to people or any group of people, due to the use of liquor, or
- it would impact on local amenity, or
- it would cause offence/inconvenience to people who reside or work nearby or who maybe travelling to or from a church, hospital or school,

then it should lodge an **objection** and the burden of proof rests with the City to prove the case. This would typically involve a detailed argument prepared by an experience lawyer at significant cost up to about \$50,000 per case.

Alcohol and young people

In consideration of the proposed Planning Policy and Position Statement, the WA Drug and Alcohol Office was asked by the City to provide advice on the latest research and evidence regarding alcohol and children/young people. Advice was provided regarding the most recent evidence which suggests that a key goal towards preventing and reducing alcohol-related harm amongst children and young people is to delay initiation to alcohol use.

The impact of access to liquor upon high school children goes beyond the obvious risk that they will attempt to purchase and/or consume liquor from/on a proposed tavern/bottle shop. The concerns relate to a continued normalisation of liquor in the community especially marketing and advertising that encourages young people to consume alcohol.

Initiation to alcohol use is influenced by a range of factors. Research now shows that an increase in alcohol availability and promotion, and a related 'cultural ease' with alcohol has been sending the message to children that alcohol is an important, necessary, part of everyday life and that alcohol consumption is not risky. This is reflected in alcohol consumption statistics.



Alcohol and young people - Australian Guidelines Report

The Commonwealth of Australia Report in 2009 (Australian Guidelines to reduce health risks from drinking alcohol) is Attachment 3 and particular attention should be given to Guideline 3 – Children and young people under 18 years of age (pages 51 – 66). The Australian Guidelines Report states that the rates of drinking at harmful levels by 12-17-year-olds have doubled in the past two decades. Drinking contributes to the three leading causes of death among adolescents – unintentional injuries, homicide and suicide.

Between 1993 and 2001:

- 28% of all alcohol-related injury deaths and more than one-third (36%) of alcohol-related injury hospitalisations were sustained by young people aged 15-29 years.
- About half (54%) of all alcohol-related serious road injuries involved young people.

Medical and behavioural research shows that children and young people are a vulnerable group when it comes to alcohol consumption and related harm. The Australian Guidelines Report notes that vulnerability of children and young people relates to:

- actual consumption and associated harm, particularly impacts on physical development and health outcomes; and
- the level of influence of the external environment (physical and social) on current and future drinking attitudes, behaviours and related harms.

That is, a child or young person does not have to be drinking to experience, or be susceptible to, alcohol-related harm. The environment and the activities of people in the environment, play a significant role in shaping and impacting on young people and children.

In addition, the 'cultural ease' or normalisation around alcohol encourages young people to drink, drink at an earlier age and to make particular choices that are aligned with the general drinking culture, which is one of excessive consumption.

Studies show that alcohol use, especially early initiation, elevates the risk of many mental health and social problems for young people. The importance of preventing the acceptance of alcohol as a needed component of everyday activities is highlighted by various studies in the Australian Guidelines Report which show that:



- Those who first became drunk by 19 years are more likely to be alcohol dependent and heavy drinkers in later life (Hingson et al, 2003).
- Drinking status at 16 years is a predictor of negative alcohol outcomes as a young adult (Wells et al, 2004).
- Teens who were drinking by 14 years were more likely to experience alcohol dependence than their peers who did not drink until they were over 21 years old (Hingson, et al 2006; Toumbourou et al, 2004).
- Australian longitudinal studies have demonstrated that regular drinking in adolescence is an important risk factor for the development of abusive, dependent (Bonomo et al 2001) and risky (Toumbourou et al 2004) patterns of alcohol use in young adulthood (Australian Institute of Family Studies, 2004).

The proximity of schools to licensed premises means that larger numbers of children are exposed to the activity of a licensed premises in the area, including the advertising activities of the venue. There are consistent media reports of concerns about the location of advertising hoardings promoting alcoholic products next to schools.

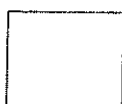
There is a strong argument that taverns and liquor stores should not be located adjacent to schools. Clearly the above mentioned "permitted grounds of objection" against a liquor licence application appear to be established to address these issues. For the reasons provided above The following position statement is recommended:-

The City does not support applications for liquor licensed premises located within view of, or close proximity to schools. A specific set back distance is not provided because the location of the school and liquor licensed premises may be disconnected.

Number of liquor outlets in Cockburn

The number of liquor outlets (Attachment 4) in the City has grown significantly over the past 10 years from about 30 in 2000 to about 50 in early 2011 including six current applications. The number continues to grow at a rate that is of concern to many in the community. There is however an expectation that the number of liquor outlets will increase as the new suburbs are developed and also as higher density accommodation is introduced into some of the established suburbs.

The City's population has grown by about 20,000 over the past ten years (from 70,000 to 90,000). This represents an increase of about 30% whereas the number of liquor outlets including those currently proposed will have increased by about 63% (from 30 to 50).



There are currently 7 new liquor licences either recently approved or under consideration in the City.

- Hamilton Hill (Scarvací) Shopping Centre, Rockingham Road - Bottle shop
- Pickled Fig Restaurant, North Coogee – Alcohol without a meal
- Majestic Bar, Cockburn Central – Alcohol without a meal
- Quarie Bar and Brasserie, Hammond Park – Tavern
- Aubin Grove Liquor – Bottle shop
- Dan Murphys, Gateway – Bottle shop
- Last Drop Beeliar, Hammond Rd, Cockburn Central – Tavern and bottle shop

Assuming these 7 licences are approved there will be the following liquor outlets in the City:

Bars/Taverns	11
Clubs	6
Bottle shops.....	12
Small bars	2
Wholesalers.....	6
Function centres	3

Assuming a population of about 90,000 this represents one accessible liquor outlet to each 2,200 residents (not including wholesalers and function centres). This figure does not take into account liquor outlets in neighbouring suburbs including Fremantle where there are a large number of such outlets.

For the reasons provided above the following position statement is recommended:

In many suburbs within the City the number of liquor licensed premises especially bottle shops is considered to be adequate and additional liquor outlets are generally not supported unless it can be proven that the area is not adequately serviced with bottle shops.

Small Bar premises

Small bars are a type of Tavern licence. They have patron numbers limited to a maximum of 120 people and are not permitted to sell packaged liquor for consumption off the premises. They are considered to be a positive development in the liquor industry due to their capacity to provide a small liquor licensed venue with minimal negative impacts typically associated with larger taverns and nightclubs. Small bars provide a vibrancy to commercial/shopping areas especially when daytime shops have closed. Where a small bar licence application is



supported by the Council and the local community the City should provide assistance to the applicant to increase the likelihood of approval of the liquor licence. Typically this would involve a supporting submission to the Director of Liquor Licensing on behalf of the Council.

For the reasons provided above the following position statement is recommended:-

The City supports applications for small bar licences in commercial areas and will provide assistance to the applicant to prove that the application is in the public interest where it is supported by the Council and the local community.

Position Statement

In light of the above information and evidence a draft position statement has been worded and is included as Attachment 1:

Conclusion

The draft policy is concise and deals with the primary issue around the need to establish the public interest with respect to a licensed premises application. The policy will be supported by operational procedures for officers to refer to when receiving and assessing applications for Licensed Premises and Liquor Licenses.

The draft position statement specifies the circumstances where the City is likely to support or oppose an application for certain classes of liquor licensed premises.

Strategic Plan/Policy Implications

Demographic Planning

- To ensure development will enhance the levels of amenity currently enjoyed by the community.

Lifestyle and Aspiration Achievement

- To foster a sense of community spirit within the district generally and neighbourhoods in particular.
- To identify community needs, aspirations, expectations and priorities for services that are required to meet the changing demographics of the district.

Budget/Financial Implications

N/A



Legal Implications

N/A

Community Consultation

The draft policy will be advertised for public comment in accordance with section 2.5 of Town Planning Scheme No. 3.

Attachment(s)

1. Draft Local Planning Policy 'Licensed Premises'
2. Draft Position Statement 'Licensed Premises'
3. PIAR Guidance Statement
4. Table showing number of liquor licences in Cockburn

Advice to Proponent(s)/Submissioners

N/A

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

Nil

11. FINANCE & CORPORATE SERVICES DIVISION ISSUES

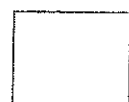
11.1 (MINUTE NO 75) (DAPPS 26/07/2012) - PROPOSED AMENDMENTS TO DELEGATED AUTHORITY LGAFCS1 'LOCAL GOVERNMENT ACT, 1995 - ADVERTISING PROPOSED DIFFERENTIAL RATES' (CC/P/098) (S DOWNING) (ATTACH)

RECOMMENDATION

That Council:

- (1) adopt proposed amendments to Delegated Authority LGAFCS1 'Local Government Act, 1995 - Advertising Proposed Differential Rates', as shown in the attachments to the Agenda; and
- (2) update the Delegated Authority Register accordingly.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL



COMMITTEE RECOMMENDATION

MOVED Cllr Y Mubarakai SECONDED Mayor L Howlett that the recommendation be adopted.

CARRIED 4/0

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

Background

At the DAPPS Committee Meeting held on the 25 May 2012, Mayor Logan Howlett tabled the following matter to be noted for investigation without debate:

that Policy LGAFCS1 'Advertising of Differential Rates' and associated Delegated Authority be presented to the next DAPPS Meeting held in July 2012, seeking to ensure that the Differential Rates are advertised in the West Australian newspaper, Cockburn Gazette, Cockburn Herald, City's Public Noticeboard, front page of the City's web site, City's social media, electronic email to community groups and those other than organisations or individuals who receive the electronic email newsletters.

Submission

N/A

Report

The Delegated Authority LGAFCS1 currently has the following requirement in respect of advertising differential rates:

Proposed Differential Rates to be advertised following preparation of the First Draft of the Budget Document each year.

This report seeks to amend Clause (1) of Delegated Authority LGAFCS1 'Local Government Act, 1995 – Advertising Proposed Differential Rates' as follows:



(1) *Proposed Differential Rates to be advertised in the following media after preparation of the First Budget Forum Presentation each year:*

1. *Display advert in the West Australian newspaper – Local Government Notices*
2. *Display advert in the Community newspaper – Cockburn Gazette*
3. *Display advert in the Cockburn Herald newspaper*
4. *City's public notice board*
5. *City's Libraries – Spearwood, Coolbellup and Success.*
6. *Front page of the City's Website*
7. *City's Social Media outlets*
8. *Copy sent to the community and ratepayer groups*
9. *Copy sent to groups and organisations who have registered to receive the City's email newsletters.*

The City is required under section 6.36 of the Local Government Act to advertise differential rates for a period of 21 days. The amendment proposed by virtue of this report will clearly enhance the opportunity for the community to respond to future Council rate increases. Each group will receive a copy of the detailed "Objects and Reasons" document.

Strategic Plan/Policy Implications

Governance Excellence

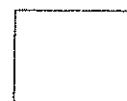
- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To provide effective monitoring and regulatory services that administer relevant legislation and local laws in a fair and impartial way.

Budget/Financial Implications

The City will incur additional costs for the advertising in all three newspapers. The cost for 2012/13 was \$340 the expected cost for 2013/14 has been estimated at \$777.25 plus.

Legal Implications

Section 6.36 of the Local Government Act requires the City is to give local public notice of its intention to impose differential rates, calling for submissions. The notice period is a minimum of 21 days.



Community Consultation

N/A

Attachment(s)

Proposed amended Delegated Authority LGAFCS1 'Local Government Act, 1995 – Advertising Proposed Differential Rates'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

11.2 (MINUTE NO 76) (DAPPS 26/07/2012) - PROPOSED NEW POLICY AFCS9 'DEBTORS MANAGEMENT' (FS/P/003) (N MAURICIO) (ATTACH)

RECOMMENDATION

That Council:

- (1) adopt proposed new Policy and associated Delegated Authority AFCS9 'Debtors Management', as shown in the attachment to the Agenda; and
- (2) update the Delegated Authority Register accordingly.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr Y Mubarakai that Council adopt the recommendation subject to Point (9) being amended to read as follows:

- (9) Bad debts over \$200 (other than rates and service charges) are to be brought to Council for write off on an annual basis.

CARRIED 4/0

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL



COUNCIL DECISION

Reason for Decision

Council and Committee should be advised in respect of any debts to be written off. Committee has requested a report to be presented in relation to this on an annual basis.

Background

Previous audit of the City's financial affairs has recommended that the City put in place formal debt management policy in order to provide guiding principles for the effective management and recovery of all monies payable to the City.

Submission

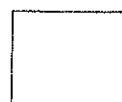
N/A

Report

Before developing the policy, a management review was undertaken that involved consultation with all key internal stakeholders in the revenue management function. Eleven business units were interviewed during May 2012 and a list of improvement recommendations was developed. A peer review was also undertaken through researching other WA and eastern state local governments. It was found that only a handful of local governments have a formal policy for debt collection, most of these being in the eastern states.

Other industry guidelines were also assessed such as the ACCC-ASIC Debt Collection Guidelines. These promote best practice for debt collection and are relevant to in-house collection departments of businesses and government bodies. The guidelines explain how Commonwealth consumer protection laws apply to the City's debt collection activities.

A draft policy was then prepared that incorporated key input from the management and peer reviews, as well as the ACCC guidelines. This was critically assessed by the Director Finance and Corporate Services and Manager Financial Services and updated where necessary.



The proposed policy includes a delegation of the authority to write off bad debts up to a limit of \$200 as per S6.12 (1)(c) of the Local Government Act 1995. This authority does not apply to rates and service charges, as these are a charge against the land and any unpaid amounts are always recoverable against the sale of the property. Any bad debts over \$200 will continue to be referred to Council on an annual basis for write-off.

The delegation will allow for better and more efficient management of smaller debts, particularly where recovery is uneconomical, impractical and unlikely to be successful. It should be noted that all overdue infringements are initially referred to the Fines Enforcement Registry (FER). Where the City receives advice from FER as to unrecoverable infringements, this delegated authority will allow for the expedient treatment of these low value write offs.

Existing debtor management guidelines have been updated and added to in order to reflect current practice and align with the new policy. These are an appendix to the proposed Council policy.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.
- To develop and maintain a financially sustainable City.

Budget/Financial Implications

Policy aims to optimise the collection of all revenue owed to the City.

Legal Implications

Local Government Act 1995 Part 6
Local Government (Financial Management) Regulations 1996
Parts IVA and V of the Trade Practices Act 1974
Commonwealth Privacy Laws

Community Consultation

N/A

Attachment(s)

1. Review of Revenue Management – June 2012



2. Proposed new Policy AFCS9 'Debtors Management'.
3. Proposed new Delegated Authority AFCS9 'Debtors Management'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

12. ENGINEERING & WORKS DIVISION ISSUES

Nil

13. COMMUNITY SERVICES DIVISION ISSUES

- 13.1 (MINUTE NO 77) (DAPPS 26/07/2012) - PROPOSED AMENDMENTS TO POLICY ACS3 'APPROVAL TO CONDUCT CIRCUSES' AND ASSOCIATED DELEGATED AUTHORITY (CC/P/098) (D GREEN) (ATTACH)**

RECOMMENDATION

That Council:

- (1) adopts proposed amendments to Policy ACS3 'Approval to Conduct Circuses' and associated Delegated Authority, as shown in the attachments to the Agenda; and
- (2) update the Delegated Authority Register accordingly.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

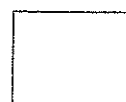
COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr Y Mubarakai that Council adopt the recommendation subject to the following amendments:

- (1) Policy ACS3 'Approval to Conduct Circuses'

Under the heading 'Background' amend the wording by deleting "Council" and replacing it with "the City".

Under the heading "Policy" amend the wording by deleting



"Council and replacing it with "the City" on two occasions, and include a new Point 6, as follows:

- (6) At the request of the City a traffic management plan be submitted to the City's satisfaction.
- (2) amend the current Point 6 to Point 7; and
- (3) Delegated Authority ACS3 'Approval to Conduct Circuses

Under the heading "Function Delegated" delete the word "Council" and replace it with "City".

CARRIED 4/0

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

Reason for Decision

On some occasions there may be a requirement for a traffic management plan and therefore it would be best that this be included in the Policy and Delegated Authority.

The amendment in the delegation is to make clear the definition of Council and City.

Background

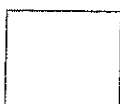
Delegated Authority document ACS3 'Approval to Conduct Circuses' was deferred from the May 2012 DAPPS Meeting to enable the Committee to review the associated Policy on this item.

Submission

N/A

Report

The principal concern surrounding this Policy is the ethical issue of whether Council should approve of circuses containing performing exotic animals to utilise Council property for their events. In the past, this decision has largely been reflective of the Council's attitude at the



time. Since the last review of this Policy in October 2003, community values towards the use of animals (particularly exotic) have changed significantly to a point where public opinion no longer supports this principle. Accordingly, it is proposed that Council's formal position reflects this.

Strategic Plan/Policy Implications

Lifestyle and Aspiration Achievement

- To facilitate and provide an optimum range of community services and events.

Budget/Financial Implications

N/A

Legal Implications

Animal Welfare Act – Code of Practice WA 2002, refers.

Community Consultation

Not considered necessary.

Attachment(s)

Proposed amended Policy ACS3 'Approval to Conduct Circuses' and associated Delegated Authority.

Advice to Proponent(s)/Submissioners

N/A

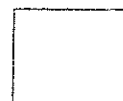
Implications of Section 3.18(3) Local Government Act, 1995

Nil.

13.2 (MINUTE NO 78) (DAPPS 26/07/2012) - REVIEW OF COMMUNITY SERVICES DIVISION POLICIES AND POSITION STATEMENTS (CR/P/004) (D GREEN) (ATTACH)

RECOMMENDATION

That Council adopts the Community Services Division Policies and Position Statements, as shown in the attachments to the Agenda.



COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr S Portelli that Council adopt the recommendation subject to amending the following Policies and Position Statements:

- (1) Policy ACS1 'Community Welfare Funding
Under the heading "Background" delete the word "Council" and replace it with "the City".

Under the heading "Policy" amend the wording to read as follows:

The Chief Executive Officer is empowered to authorise the payment of fees for the Children's Holiday care Program for those disadvantaged children unable to pay the fees, from Council's General Donations and Grants budget allocation on receipt of a written statement from the Manager, Community Services.

- (2) Policy ACS10 'Criteria for Agreements for Management of Council Club/Changerooms
Amend the entire policy, including the heading by deleting the word "Council" and replacing it with "the City".

- (3) Policy ACS5 'Completion of Firebreaks'
Amend the entire policy by deleting the word "Council" and replacing it with "the City".

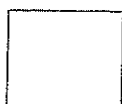
- (4) Policy ACS7 'Donations to Schools'
Amend the entire policy by deleting the word "Council" and replacing it with "the City".

- (5) Policy ACS8 'Hire of Council Community Centres & Halls'
Under the heading "Background" delete the word "Council" and replace it with "the City".

Under the heading "Policy" amend points (3) and (4) by deleting the word "Council" and replacing it with "the City".

- (11) Policy SCS1 'Media Activity'
Under the heading "Policy" in Point 2 delete the word "Councillors" and replace it with "Elected Members".

- (12) Position Statement PSCS15 'Graffiti Response – Non-Council Owned Property'
Amend the heading by deleting the words "Non-Council" and replacing it with "Non-City".



Under the headings "Purpose" and "Position" delete the word "Council" and replace it with "the City" throughout.

- (13) Position Statement PSCS17 'Sponsorship – Incoming'
Amend the heading to read "Sponsorship – Incoming Funds".

- (14) PSCS2 'Applications by Council for external Grant Funding'
Under the heading "Background" delete the word "Council's" and replace it with "The City's".

Under the heading "Position" point (1) delete the word "Council" and replace it with "The City".

- (15) Position Statement PSCS3 'Availability of Council Information'
Under the heading "Position" amend Point (1) by deleting the word "Council" and replacing it with "the City's" in the last sentence.

Amend the heading for point (4) to read "The City's Website" and amend the text by deleting the word "Council" and replacing it with "the City".

- (16) Position Statement PSCS4 'Community Access to Council Buses and People Movers (12 Seater & Above)

Amend the heading by deleting the word "Council" and replacing it with "City of Cockburn".

Under the heading "Position" amend Point (2) to read as follows:

- (2) Groups and organisations must nominate in writing a driver or drivers with the licence or licences that are valid and ensure that the licence or licences remain valid whilst the person is in charge of any bus(es) or people movers.

Amend Point (5) to read as follows:

- (5) Usage of buses or people movers will be in the metropolitan area only.

- (17) Position Statement PSCS5 'Donations to Library Service'
Replace the word "Council" with "the City" throughout this document.

- (18) Position Statement PSCS7 'Financial Assistance to Local Organisations'
Replace the word "Council" with "the City" throughout this document.

(19) PSCS8 'Inside Staff Uniforms'

Under the heading "Background" amend the text to read as follows:

"Nominated front counter and other staff as deemed appropriate by the Chief Executive Officer from time to time should be identifiable with the City of Cockburn."

Under the heading "Purpose" delete the word "Council" and replace it with "the City".

Under the heading "Position" amend the text to read as follows:

"Personnel described in the 'Background' above are required to dress in a uniform supplied by the City."

CARRIED 4/0

COUNCIL DECISION

Reason for Decision

Generally the amendments are to reflect correct terminology and are considered to be minor amendments.

Background

In accordance with the annual review of Council Policies and Position Statements relevant staff have reviewed the attached documents, relevant to the Community Services Division of the City.

Submission

N/A

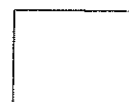
Report

The Community Services Policies and Position Statements are presented for Committee consideration, as follows:

1. ACS1 "Community Welfare Funding" – Minor amendment to the wording under 'Policy'.
2. ACS4 "Rewards" – Minor word change to Clause 3.



3. ACS5 "Completion of Fire Breaks" - No change.
4. ACS6 "Volunteer Fire Fighters Training" – Minor change to terminology.
5. ACS7 "Donations to Schools" – No change.
6. ACS8 "Hire of Council Community Centres and Halls" – Minor change to reflect relevant Service Unit.
7. ACS10 "Criteria for Agreements for Management of Council Club / Change Rooms" – Proposed amendment to ensure potential User Organisations are incorporated for insurance reasons.
8. ACS11 "Youth Academic Assistance" – Minor amendment to wording in "Purpose".
9. ACS13 "Emergency Relief Fund" – No change.
10. SCS1 "Media Activity" – Various minor amendments proposed to wording throughout the Policy, without change to the overall intent.
11. PSCS1 "Access and Equity" – Minor changes to current terminology.
12. PSCS2 "Applications by Council for External Grant Funding" – No change.
13. PSCS3 "Availability of Council Information" – Inclusion of website as a source of information and minor clarification to Clause (3).
14. PSCS4 "Community Access to Council Buses and People Movers (12 Seater and Above) – Minor amendment to status of Lotterywest and minor inclusion to ensure drivers hold a required license.
15. PSCS5 "Donations to Library Service" – No change
16. PSCS6 "Electoral Signs" – No change
17. PSCS7 "Financial Assistance to Local Organisations" – No change.
18. PSCS8 "Inside Staff Uniforms" – No change.



19. PSCS9 "Joint Development of Community Facilities" – No change.
20. PSCS10 "Library Internet Use" – No change.
21. PSCS13 "Replacement of Cricket Pitch Artificial Turf" – Minor change to reflect relevant Service Unit.
22. PSCS14 "Volunteer Fire Fighters Telephone Expenses" – No change.
23. PSCS15 "Graffiti Response – Non Council Owned Property" – No change.
24. PSCS16 "Public Art in the City of Cockburn" – No change.
25. PSCS17 'Sponsorship – Incoming' – No change.

Strategic Plan/Policy Implications

Infrastructure Development

- To construct and maintain community facilities that meet community needs.
- To provide an appropriate range of recreation areas that meets the needs of all age groups within the community.

Lifestyle and Aspiration Achievement

- To facilitate and provide an optimum range of community services and events.
- To deliver our services and to manage resources in a way that is cost effective without compromising quality.

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

Any financial considerations are contained within the Policy documents.

Legal Implications

N/A



Community Consultation

N/A

Attachment(s)

Relevant Policies and Position Statements - 25

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

13.3 (MINUTE NO 79) (DAPPS 26/07/2012) - PROPOSED DELETION OF POSITION STATEMENT PSCS11 'MAINTENANCE OF KINDERGARTENS (COMMUNITY BASED)' (CC/P/004) (G BOWMAN) (ATTACH)

RECOMMENDATION

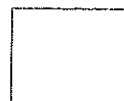
That Council delete Position Statement PSCS11 'Maintenance Of Kindergartens (Community Based)', as shown in the attachments to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cllr Y Mubarakai SECONDED Mayor L Howlett that the recommendation be adopted.

CARRIED 4/0**COUNCIL DECISION****Background**

Council previously provided three buildings to accommodate kindergarten activities within Cockburn, the Jess Thomas Pre-school Building, The Ethel Cooper Pre-school building and the Pineview Pre-



school building. Due to a number of changes there is now only one community based kindergarten operating from a Council controlled building.

Submission

N/A

Report

Over the past years the number of community based kindergartens has reduced to only one, which is the Pineview Pre-school based in Coolbellup. The former Jess Thomas Pre-School was relocated to the school site in Spearwood and the building was converted into the Jess Thomas Child Health Centre in 2002. The Ethel Cooper Kindergarten building is now leased to the Minister for Education and the Principal of East Hamilton Hill Primary School is responsible for the operational management of the Ethel Cooper Pre –Primary Centre. The lease agreement is not due to expire until December 2015, and a condition of the lease is that the Lessee is responsible for all maintenance of the premises.

The City believes that there is no longer a requirement for the Position Statement PSCS11 Maintenance of Kindergartens (Community Based), because there is now only one community based kindergarten left that operates within a Council controlled property. The Pine-view Pre-school is the last community based kindergarten and the lease agreement with the Pineview Pre-school Management Committee contains a contractual arrangement for the Council to continue to provide the Pineview Pre-school Committee with an annual donation of \$6394 to contribute toward the grounds maintenance costs. The Pineview Pre-school has recently re-negotiated a lease agreement for another five year period and this agreement will have the same terms and conditions, inclusive of an annual donation plus CPI increases to ensure a fair distribution of maintenance/consumption costs for the last remaining Community based Kindergarten operating in a council controlled facility. It is therefore considered unnecessary to have a Position Statement which refers to one organisation and property that can continue to be supported through the lease agreement and Council Donations process. It is therefore recommended that the Position Statement PSCS11 Maintenance of Kindergartens (Community Based) be deleted.

Strategic Plan/Policy Implications

Lifestyle and Aspiration Achievement

- To foster a sense of community spirit within the district generally and neighbourhoods in particular.



Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Attachment(s)

Deleted Position Statement PSCS11 'Maintenance of Kindergartens (Community Based).

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

14. EXECUTIVE DIVISION ISSUES

14.1 (MINUTE NO 80) (DAPPS 26/07/2012) - DELEGATED AUTHORITY LGAES7 'PREPARATION OF BUSINESS PLANS FOR DISPOSAL OF LAND' (CC/P/098) (D GREEN) (ATTACH)

RECOMMENDATION

That Council adopts Delegated Authority LGAES7 'Preparation of Business Plans for Disposal of Land', as shown in the attachments to the Agenda.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr Y Mubarakai that Council adopt the recommendation subject to the following amendments

- (1) Delegated Authority LGAES7 'Local Government Act, 1995 – Preparation of Business Plans for Disposal of Land'

Under the heading "Function Delegated" delete the word "Council" and replace it with "the City".

CARRIED 4/0

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

Reason for Decision

The amendment is to reflect correct terminology which is minor in nature.

Background

At the May 2012, DAPPS Meeting the Committee considered all Delegated Authority documents previously adopted by Council. An administrative oversight resulted in one statutory document (LGAES7) not being reviewed as part of that process and it is now submitted for consideration.

Submission

N/A

Report

The authority is for the public notification of the Business Plan, when such is required as the result of a land transaction. This delegation is only utilised to expedite the public advertising process and is conditional on Elected Members being notified of when it has been administered and Council being responsible for making the final determination, following the period of public comment.

Strategic Plan/Policy Implications

Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.



Budget/Financial Implications

N/A

Legal Implications

Sec.3.59 of the Local Government Act, 1995 refers.

Community Consultation

N/A

Attachment(s)

Proposed Delegated Authority LGAES7 'Preparation of Business Plans for Disposal of Land'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

14.2 (MINUTE NO 81) (DAPPS 26/07/2012) - PROPOSED AMENDEMENT TO POLICY AES2 'COMMON SEAL OF THE CITY OF COCKBURN (CC/P/004) (G BOWMAN) (ATTACH)

RECOMMENDATION

That Council adopt proposed amendments to Policy AES2 'Common Seal of the City of Cockburn', as shown in the attachments to the Agenda.

COMMITTEE RECOMMENDATION

MOVED Cllr Y Mubarakai SECONDED Mayor L Howlett that the recommendation be adopted.

CARRIED 4/0

COUNCIL DECISION

Background

The Human Services Business Unit is responsible for the contract management of a broad range of state and commonwealth funding agreements which require regular renewal and extensions.

Submission

N/A

Report

Council reviewed AES2 Delegated Authority, to reflect a change in position titles in the Human Services Business Unit, and the relevant Policy AES2 now requires review to ensure uniformity. The City restructured the Human Services Business Unit in 2008, and changed a position title to Human Services Operations Manager. The Delegated Authority AES2 was reviewed and updated to reflect this restructure and change in position title, but not the Policy AES2. In order to affix the common seal to funding agreements two (2) Human Services positions are required to sign the agreements. The Human Services Operations Manager position in conjunction with the Manager Human Services position both have delegated authority to affix the Common Seal or sign funding agreements. The Human Services Operations Manager is responsible for the operational management of all grant funded services managed by the City. The purpose of this change is to ensure the Policy and the Delegated Authority are uniform and reflective of the restructure. It is therefore recommended that the attached changes be made to Section 3. The title of Family Services Manager should be replaced with Human Services Operations Manager under (3) Funding Agreements of the Policy.

Strategic Plan/Policy Implications

Governance Excellence

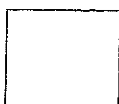
- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

N/A

Legal Implications

N/A



Community Consultation

N/A

Attachment(s)

Proposed amended Policy AES2 'Common Seal of the City of Cockburn'.

Advice to Proponent(s)/Submissioners

N/A

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

Nil.

15. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN**15.1 (MINUTE NO 82) (DAPPS 26/07/2012) - SIGNIFICANT TREES WITHIN THE DISTRICT (ES/P/003) (M LITTLETON)****COMMITTEE RECOMMENDATION**

MOVED Mayor L. Howlett SECONDED Cllr S. Portelli that a Position Statement and a Policy be developed for Significant Trees within the District (including Crown Land and privately owned land) and, where related Position Statements and Policies exist, that they be considered in the review process and presented together with the new Position Statement and Policy for consideration at the next DAPPS Committee Meeting.

CARRIED 4/0**COUNCIL DECISION****Reason for Decision**

The intention of the motion is to create a Position Statement and Policy that relates to the identification and, wherever practicable, the protection of a 'significant' tree or stand of trees within the District and for their ultimate inclusion on the City's Significant Tree Register and State/National Tree Register



16. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil

17. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY COUNCILLORS OR OFFICERS

Nil

18 (DAPPS 26/07/2012) - MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Clr Carol Reeve-Fowkes requested (at the May 2012 meeting) that a report be provided to the next DAPPS Meeting in July on the following:-

Elected Members, in their role on behalf of the City are reasonably expected to have a high standard of personal presentation. Clarification is required on what other Councils are providing by way of financial assistance or expenses to Elected Members towards business attire, personal presentation and incidental costs associated with a Members attendance at Council related functions and activities.

It is understood that only the City of Perth has a Policy which provides for reimbursement of such expenses. A copy of the City of Perth's relevant Policy is attached.

In summary, the City of Perth Policy provides that the following costs associated with Elected Members' duties are reimbursable:

1. Travel and parking expenses.
2. Conferences, seminars, study tours, etc., over \$250 in value within WA (except for the Annual WALGA Conference).
3. Training.
4. Child Care costs.
5. Telephone and fax machine costs.
6. Social functions, as nominated.
7. Clothing, apparel, dry cleaning, personal presentation and incidental costs associated with a Member's attendance at Council related functions and activities.
8. Protocol gifts, as approved.
9. Spectacles and other aids.
10. Personal donations to \$50 maximum.
11. Electronic diary.

The total budget allocated to each Elected Member is \$13,000 per annum for all of the above items.



Elected Members have a separate Conference Expenses Account for interstate and overseas conference attendance.

19. CONFIDENTIAL BUSINESS

Nil

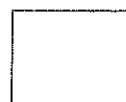
20 (DAPPS 26/07/2012) - CLOSURE OF MEETING

7.00 pm.

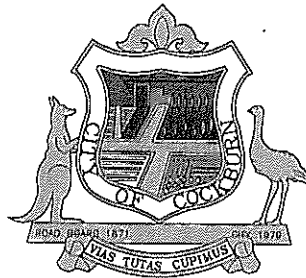
CONFIRMATION OF MINUTES

I, (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: Date:/...../.....



CITY OF COCKBURN



DELEGATED AUTHORITIES, POLICIES & POSITION STATEMENTS COMMITTEE

MINUTES ATTACHMENTS

FOR

THURSDAY, 26 JULY 2012

DA	OUTDOOR CONCERTS AND LARGE PUBLIC EVENTS – APPROVAL	OLPD14
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DELEGATED AUTHORITY CODE:	OLPD14
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Development Services
SERVICE UNIT:	Health Services
RESPONSIBLE OFFICER:	Manager, Environmental Health
FILE NO.:	HS/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	10 April 2008
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	10 April 2008

FUNCTION DELEGATED:

The authority to approve outdoor concerts and large public events.

CONDITIONS/GUIDELINES:

- (1) Only applications made strictly in accordance with Council's conditions will be considered. Timeframes set in this delegation will be deemed to commence from the time of receipt of a complying application.
- (2) The Mayor and Ward Councillors from the ward within which the proposed venue is located shall be advised, by e-mail, within 2 working days of the receipt of an application to conduct such an event.
- (3) All other Elected Members shall be advised of the receipt of an application via the next available Councillors newsletter.
- (4) If requested by any Elected Member the application shall be referred to the next appropriate Council meeting for consideration.
- (5) Where the delegate considers it to be necessary or at the request of any Elected Member, residents likely to be affected by the event shall be advised in writing of the nature of the event and be given the opportunity to comment on it. The delegate shall make the determination of which residents are "affected residents" in consultation with the ward Councillors.
- (6) Where practicable the affected residents' comments shall be addressed through conditions of approval.
- (7) The delegate shall ensure that all affected residents are advised as to the outcome of consideration of the application.

DA	OUTDOOR CONCERTS AND LARGE PUBLIC EVENTS – APPROVAL	OLPD14
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- (8) All transactions utilising this delegation are to be recorded in the Delegated Authority Portal System by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer

AUTONOMY OF DISCRETION:

As provided in Conditions.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Health Act, 1911 and Regulations
Environmental Protection Act 1986 and Regulations

DELEGATE:

Nil.

DELEGATE/S AUTHORISED:

Manager, Environmental Health

POL	SIGNS AND ADVERTISING	
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POLICY CODE:	APD
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Planning
FILE NO:	PS/P/001
DATE FIRST APPROVED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	
DELEGATED AUTHORITY REF:	APD54
VERSION NO. :	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

Background:

This policy should be read in conjunction with Schedule 5 of the City of Cockburn Town Planning Scheme No. 3 (LPS3), any of the City's specific Design Guideline areas and the City of Cockburn Local Law under Part VIII – Signs, Hoardings and Bill Posting.

Where this Policy is inconsistent with the provisions of a specific Policy or Guidelines applying to a particular site or area (e.g. Cockburn Commercial Park Design Guidelines), the provisions of that specific Policy or Guidelines shall prevail.

Purpose:

The purpose of this policy is to ensure that the display of advertisements on properties does not adversely impact upon the amenity of the surrounding areas while providing appropriate exposure of activities or services. In addition, the following is a summary of the key objectives intended to be achieved as a result of this policy being implemented:

- (1) To improve the streetscape on major roads;
- (2) To avoid an abundance of signs on individual sites and buildings;
- (3) To ensure that signs only relate to the services and products on the site;
- (4) Encourage the rationalism of advertising signs on individual premises; and
- (5) To encourage the incorporation of advertising signs into the design consideration of buildings.

POL	SIGNS AND ADVERTISING	
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Policy:

(1) Statement of Significance

Depending on the type of sign that is proposed a sign licence approval may only be required or in some instances a sign licence approval and planning approval may need to be obtained.

A sign licence is generally required in all instances; however there are some signs that may be exempt. Signs that are exempted are nominated in Section 8.5 of Part viii – Signs, Hoardings, and Bill Posting Local Laws. In addition, certain advertising signs may also need a sign licence approval due to the structural aspects of the sign. Therefore, applicants should liaise with the City's Building Services unit to determine which applications require a sign licence

A planning approval is required for all advertising signs located on zoned and reserved land that seek to vary the provisions of this policy and Schedule 5 of the City of Cockburn Town Planning Scheme No. 3. Exemptions occur when the property is located within specific Design Guideline Areas within the City of Cockburn whereby the relevant Design Guidelines may have specific signage and advertising requirements which will override the requirements of this policy.

In cases in which proposed signage does not fully comply with all the requirements in this Policy, it will be necessary to lodge an application for planning approval pursuant to the Scheme, prior to a sign licence being issued.

(2) Definitions

All definitions for advertising signs are referred to in this policy for reference purposes.

Definitions of individual sign types are defined and outlined in the Specific Sign Development Standards section of this Policy.

(3) Sign Type Not Listed

If a sign type or a particular advertising sign is not listed or defined, within the general terms of one of the definitions or is not otherwise mentioned in this Policy, such sign shall be deemed to be not permitted.

(4) General Development Provisions

The following general provisions apply to all applications for advertising signs.

POL	SIGNS AND ADVERTISING	
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1. Standards Common to all Signs

All advertisement signs are to:

- a) Not pose a threat to public safety or health;
- b) Not extend beyond any boundary of a lot except with the approval of the City of Cockburn;
- c) Ensure that signs only relate to services and products on the subject site;
- d) If they advertise services or products other than those available on the lot, require the submission of a sign strategy acceptable to the City of Cockburn for the whole site;
- e) If illuminated;
 - aa) Not cause a nuisance, by way of light spillage, to abutting sites;
 - bb) Not comprise flashing, intermittent or running lights, or images that change more than once in any five minute period;
 - cc) Not interfere with or be likely to be confused with, traffic control signals;
 - dd) Have a minimum clearance of 2.75 metres from finished ground level to the lowest part of the sign;
 - ee) have any boxing or casing in which it is enclosed constructed of incombustible material;
 - ff) have its electrical installation constructed and maintained to the satisfaction of Western Power Corporation or the appropriate electricity supply authority and in accordance with the S.A.A. Code 3000-1991;
 - gg) be maintained to operate as an illuminated sign; and
 - hh) not have a light of such intensity as to cause annoyance to the public.
- f) Signage may only be permitted on fences if:

POL	SIGNS AND ADVERTISING	
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- aa) a tenancy is located on a district distributor; or
- bb) a tenancy is heritage listed and the installation of a sign on the building may result in physical damage to any significant fabric.
- g) Not protrude over Council property, including footpaths (unless allowed under a verandah or attached to a fascia) or neighbour's property.

2. Standards for Signs on Residential Properties and Buildings (including Home Occupation)

All advertising signs located on a residential property or building is to:

- a) Not exceed 0.2 square metres in area and only for the purpose of identifying the name of the dwelling and/or nature of an approved home occupation operating from the dwelling; and
- b) Not exceed 500 millimetres in height for dwelling/building name signs on grouped dwellings, multiple dwellings and special purpose dwellings developments where they are of a single line of letters fixed to the facade of a building.

(5) Specific Sign Development Standards

1. *Awning/Verandah Sign*

Definition

An advertising sign painted or fixed to the face or return fascia of an awning and includes signs attached to the underside of an awning or verandah (other than fascia or return end), as well as signs attached above or projecting from a verandah.

Standards

- a) Sign comprising free standing lettering only may be erected above the outer fascia of a verandah parallel to the kerb if the lettering does not exceed 400 millimetres in height and is mounted on a base of at least 75 millimetres in width.
- b) Sign fixed to the outer or return fascia of a verandah:
 - aa) shall not exceed 600 millimetres in depth;
 - bb) shall not project beyond the outer metal frame or surround of the fascia; and

POL	SIGNS AND ADVERTISING	
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- cc) if it is an illuminated sign may be of changing colours but shall not emit a flashing light.
- c) An illuminated sign fixed to the outer fascia on a building shall:
 - aa) not be constructed or erected unless plans and specifications thereof and structural details of the verandah have been submitted to and the plans of the sign approved by the local government or an authorised person;
 - bb) be so constructed that its bottom edge is not lower than the bottom edge of the fascia or its top edge not higher than the top edge of the fascia;
 - cc) not exceed 1.2 metres in height.
- d) Where such a sign is to be fixed to the outer fascia of a verandah which has already been constructed at the time that these local laws come into force, the outer face of the sign shall not be less than 600 millimetres from a line drawn vertically from the kerb line of the footpath beneath such verandah.
- e) Where such a sign is to be fixed to the outer fascia of a verandah constructed after these local laws come into force, the outer face of the sign shall not be less than 600 millimetres from a line drawn vertically from the kerb line of the footpath beneath such verandah.
- f) A sign under a verandah shall:
 - aa) afford a headway of at least 2.75 metres or, when approved by the local government or an authorised person, 2.4 metres;
 - bb) not exceed 2.4 metres in length or 500 millimetres in depth;
 - cc) not weigh more than 500 kilograms;
 - dd) not, if it exceeds 300 millimetres in width be within 1.4 metres, or where it does exceed 300 millimetres in width be within 1 metre, of the side wall of the building, measured along the front of the building before which it is erected;
 - ee) not, if it exceeds 300 millimetres in width, be within 2.75 metres, or where it does not exceed 300 millimetres in width 1.75 metres, of another sign under that verandah;
 - ff) be fixed at right angles to the front wall of the building before which it is erected except on a corner of a building at a street intersection when the sign may be placed at an angle with the wall so as to be visible from both streets;

POL	SIGNS AND ADVERTISING	
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- gg) be so placed that the centre of its base longitudinally is equidistant from the outer edge of the verandah and the vertical plane of the shop front directly opposite the end of the sign;
- hh) not be constructed of glass or any material, which upon impact or breaking produces particles or shapes, which may be hazardous to the public.

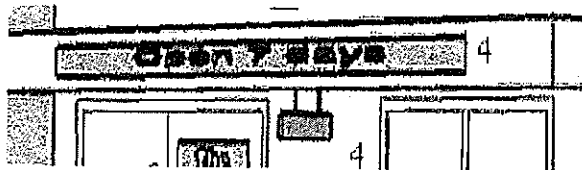


Figure 1 – Example of Awning/Verandah Signage

2. Community Service Sign

Definition

Sign which is a temporary non-illuminated sign that advertises non-profit, short-term events such as a fete, fair, or festival for charitable, religious, education, child care, sporting organisations or the like.

Standards

Community Service Signs shall:

- a) be located on the site of a community event or the property of the organisation holding the community event;
- b) be limited to a maximum of one sign per frontage on a lot;
- c) not be illuminated; and
- d) not be exhibited more than 4 weeks prior to the event advertised and must be removed by the end of the day following the event.



Figure 2 – Example of Community Service Sign

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3. *Construction Site & Real Estate Signs*

Definition

Sign which is displayed only for the duration of the construction period.

Standards

A Construction Site / Development Sign / Real Estate Sign shall:

- a) only be in place for the duration of the construction works / development / transaction period;
- b) be limited to one sign per lot containing details of either the project and the contractors or relating to the sale, leasing or auction; and
- c) do not exceed:
 - aa) 6.0m² sign for Single Residential Development;
 - bb) 10.0m² sign for Multiple Dwellings, Shops, Commercial and Industrial Projects; and
 - cc) 20.0m² sign for Large Development or redevelopment projects involving shopping centres, office or other buildings exceeding 3 storeys in height.

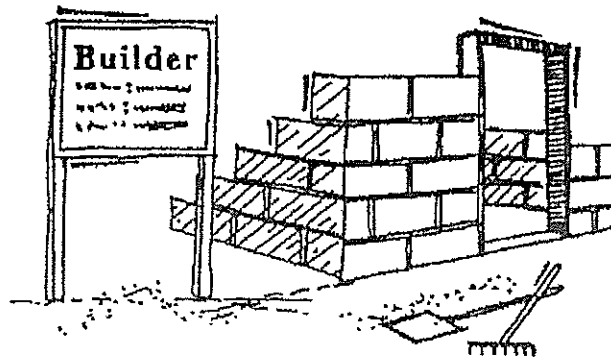


Figure 3 – Example of a Construction Sign

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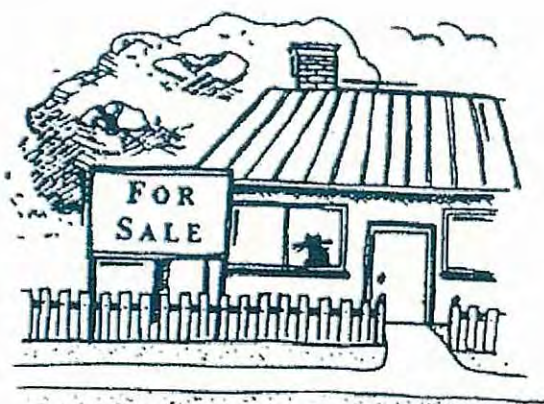


Figure 4 – Example of a Real Estate Sign

4. Created Roof Sign

Definition

Sign which is affixed to the fascia or parapet, or forms part of a projection above the eaves or ceiling of the building and complements the architectural style of the building, but does not include a Roof Sign.

Standards

Created Roof Sign is to:

- be affixed parallel to the fascia or portion of the building to which it is attached;
- comply with the following table:

Maximum Height Above Finished Natural Ground Level (metres)	Maximum Area (square metres)
Less than 7.5 metres	4
7.5 to 9	5
More than 9	9

- not project more than 300 millimetres from the portion of the building to which it is attached; and
- not be within 500 millimetres of either end of the fascia, roof or parapet of the building to which it is attached.



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Figure 5 – Example of a Created Roof Sign

5. *Development Signs*

Definition

A sign erected on land which has been approved for subdivision into a number of smaller lots, advertising the lots for sale but upon which no building development has taken place at the time of approval of the sign.

Standards

A development sign shall:

- a) only be erected where the area of residential land being subdivided exceeds 5 hectares;
- b) only be erected in the ratio of 1m² of area per hectare up to a maximum of 50m² with no individual sign exceeding 20m²; and
- c) be removed from the site within two (2) years or when 80 percent of the Lots in the subdivision have been sold, whichever is the sooner.

6. *Display Home Sign*

Definition

A sign erected on a lot on which a house is erected and which notifies members of the public that the house is open for inspection.

Standards

A Display Home Sign is to:

- a) be a maximum height of 4 metres above the finished ground level;
- b) not be illuminated after 9.00 p.m.;
- c) only be displayed for the period the home is on display; and
- d) except with the approval of the local government or an authorised person, be erected within 25 metres of a street or other public place and in any case not closer than its own height to a street or public place;

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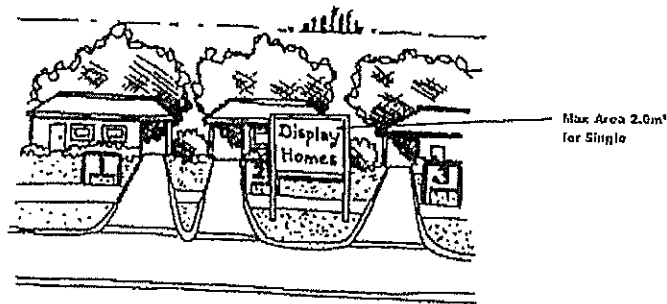


Figure 6 – Example of a Display Home Sign

7. Fence Sign

Definition

Any sign attached to a fence.

Standards

A Fence Sign is to:

- be limited to a maximum of one sign per street frontage on any one lot;
- not exceed 20 percent in area of the portion of the fence on which it is located; and
- not extend beyond any boundary.

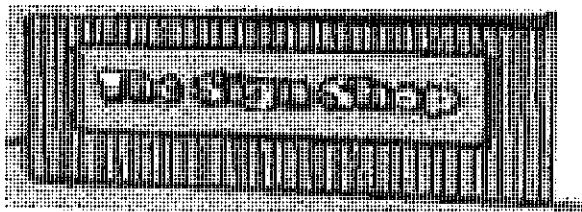


Figure 7 – Example of a Fence Sign

8. Ground Based Sign (A-Frame)

Definition

Sign which is not attached or otherwise affixed to a building and no portion of which is higher than 1.2 metres above natural ground level.

Standards

Ground Based Signs which are portable shall:

- be limited to a maximum of one sign per tenancy on a lot;

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- b) be granted approval only for a temporary period;
- c) not be permitted if there is a non-portable ground based sign on the same lot;
- d) be displayed only during the normal business hours of the business to which the sign relates;
- e) have no moving parts once the sign is in place;
- f) predominately display the word "open"; and
- g) have a maximum vertical or horizontal dimension of 1 metre and have an area of not more than 0.9 square metres.

Ground Based Signs which are not portable shall:

- aa) be limited to a maximum of one sign per tenancy on a lot;
- bb) be granted approval only for a temporary period;
- cc) not be permitted if there is a portable ground based sign on the same lot;
- dd) have a maximum vertical dimension of 1.2 metres and a maximum area of 1.5 square metres; and
- ee) advertise only products or services available from the lot.

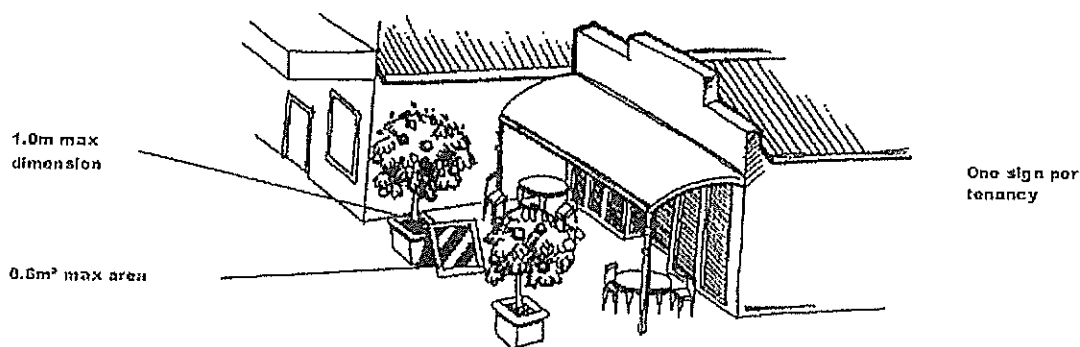


Figure 8 – Example of a Portable Ground Base Sign

9. Hoarding Sign

Definition

Sign which is affixed to a structure having one or more supports where the overall height (inclusive of the supports) is less than the sign's horizontal

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dimension and portion of the sign is greater than 1.2 metres above natural ground level.

Standards

A Hoarding Sign is to:

- a) have a maximum area of 20 square metres;
- b) be limited to a maximum of one sign per street frontage of the lot;
- c) be not less than 1.2 metres or greater than 6 metres from the finished ground level;
- d) not be erected in the area between any building and any street boundary of a lot except with the approval of the City of Cockburn; and
- e) not be permitted if there is a monolith sign or pylon sign on the same lot.

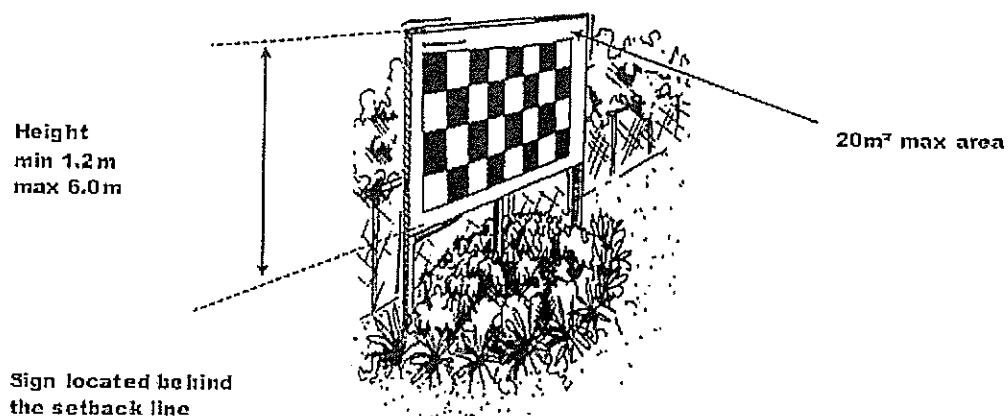


Figure 9 – Example of a Hoarding Sign

10. *Horizontal Sign*

Definition

A sign affixed or attached with its largest dimension horizontal to the wall of a building or a structure to which it is attached.

Standards

A horizontal sign shall:

- a) afford a minimum headway of 2.75 metres;
- b) be fixed parallel to the wall of the building to which it is attached;

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- c) conform, as to depth, with the following table:

<i>Minimum Distance of Sign Above Street of Sign</i>	<i>Maximum Depth</i>
Less than 7.6 metres	610 millimetres
7.6 metres to 9.1 metres	760 millimetres
9.1 metres to 12 metres	910 millimetres
More than 12 metres (if there is no roof sign on building)	4.5 metres

- d) not project more than 600 millimetres from the wall to which it is attached;
- e) not be within 600 millimetres of either end of the wall to which it is attached, unless the end of the sign abuts a brick, stone or cement corbel, pier or pilaster which is at least 225 millimetres wide and projects at least 25 millimetres in front of and 75 millimetres above and below the sign.
- f) there shall not be more than one line of horizontal signs on a building facing any one street.
- g) The name of the building, owner or occupier may without any licence, planning approval or permit be shown on the facade of a building but:
- aa) unless otherwise approved by the local government or an authorised person, only one such name shall be placed on any facade;
 - bb) the letters of the name shall not exceed 1.2 metres in height;
 - cc) the letters shall be of metal or other incombustible material; and
 - dd) the letters shall not be lit or illuminated unless the local government or an authorised person has approved all illuminated lettering.

11. Institutional Sign

Definition

A sign erected or placed on land or a building used for or in connection with a surgery, clinic, hospital, rest home, home for the aged, or other institution or place of a similar nature;

Standards

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An institutional sign shall not exceed 0.5m² in area except with the approval of the local government or an authorised person but in any case shall not exceed 2m².

12. *Monolith Sign*

Definition

Sign which is not attached to a building with its largest dimension being vertical. Such a sign may consist of a number of modules and is generally uniform in shape from ground level to the top of the sign and is greater than 1.2m in height.

Standards

Monolith Signs shall:

- a) be limited to a maximum of one free standing sign on a lot;
- b) not be permitted when a pylon sign or hoarding sign is located on the same lot;
- c) not be located within 1 metre of a crossover;
- d) have a maximum depth of 0.5 metres;
- e) If the frontage is less than 40 metres, then a sign shall be limited to 6 metres in height and 2 metres in width;
- f) If the frontage is between 40 metres and 70 metres, then a sign shall be limited to 7.5 metres in height and 2.5 metres in width;
- g) If the frontage is between 71 metres and 100 metres, then a sign shall be limited to 9 metres in height and 3 metres in width;
- h) If the frontage is above 101 metres, then a sign shall be limited to 10.5 metres in height and 3.5 metres in width;

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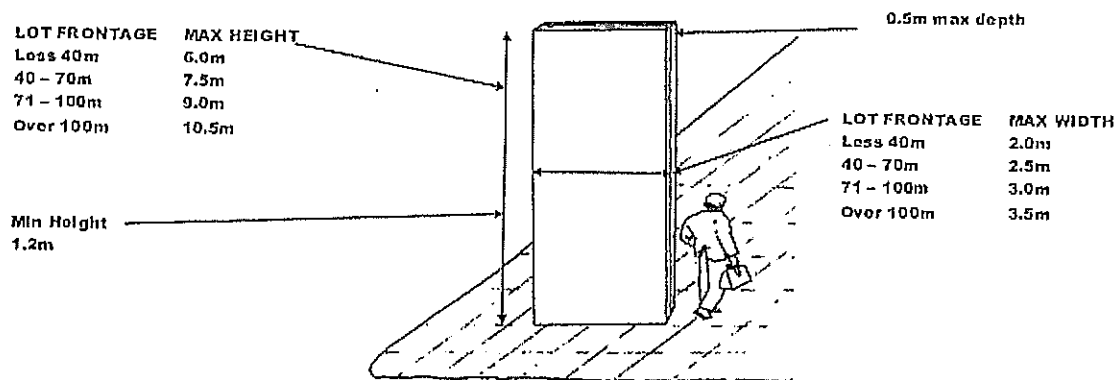


Figure 10 – Example of a Monolith Sign

13. Panel Sign

Definition

Sign which is affixed to a panel / fence and is greater than 1.2 metres above natural ground level, but does not include a Pylon or a Monolith Sign.

Standards

A Panel Sign is to:

- have a maximum vertical dimension of 2 metres;
- not have, in total, a combined area greater than 20 square metres per lot;
- not be less than 1.2 metres or greater than 6 metres from the finished ground level;
- not be erected in the area between any building and the front boundary of a lot except with the approval of the City of Cockburn; and
- not be within 10 metres of another panel sign on the same lot.

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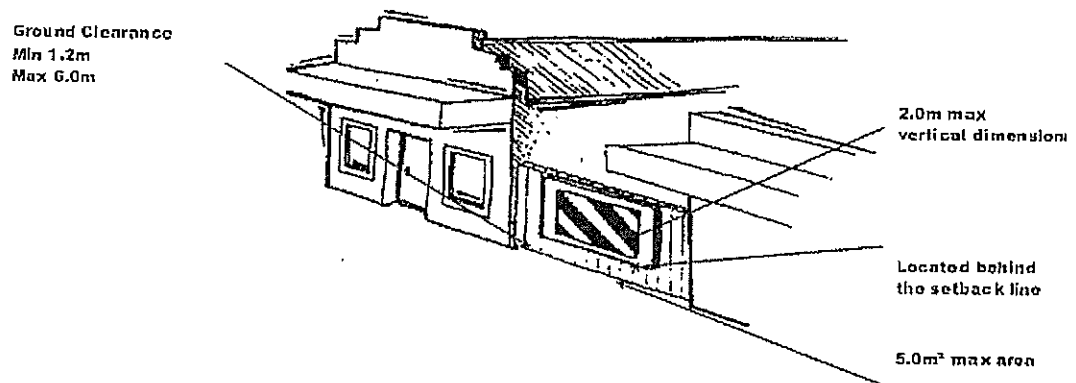


Figure 11 – Example of a Panel Sign

14. *Product Display Sign*

Definition

A product or object which is displayed for the purposes of advertisement; or an advertisement sign which is applied or otherwise attached or placed on a vehicle. For the purposes of this term a vehicle includes a; car, truck, boat, trailer, caravan, machinery, and the like whether moveable or not. Generally, this type of signage is not supported unless the potential amenity impacts and loss of car parking bays on-sites are addressed.

Standards

Product Display Signs shall:

- a) be limited to a maximum of one sign per lot;
- b) be granted temporary approvals only;
- c) be located wholly within the boundaries of a lot;
- d) be placed so as not to cause any interference, whether directly or indirectly, to vehicular traffic or pedestrians;
- e) have no moving path; and
- f) have a maximum vertical or horizontal dimension of 2 metres.

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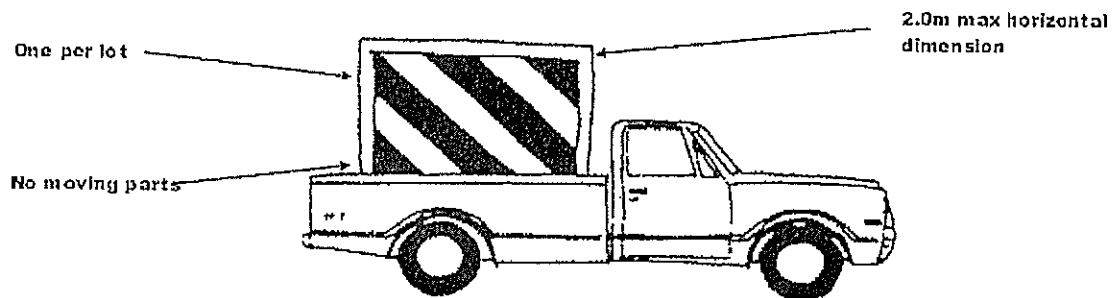


Figure 12 – Example of a Product Display Sign

15. *Projecting Sign*

Definition

Sign which projects more than 300mm from a wall of the building below the eaves or ceiling height.

Standards

A Projecting Sign is to:

- a) be limited to a maximum of one Projecting Sign per tenancy; and
- b) have a minimum clearance of 2.75 metres from the finished ground level to the lowest part of the sign.

A Projecting Sign attached directly to a building is to:

- aa) not project more than 1 metre from the wall and not exceed 4 square metres in area;
- bb) not be placed within 2 metres of either end of the wall to which it is attached; and
- cc) not project above the top of the wall to which it is attached.

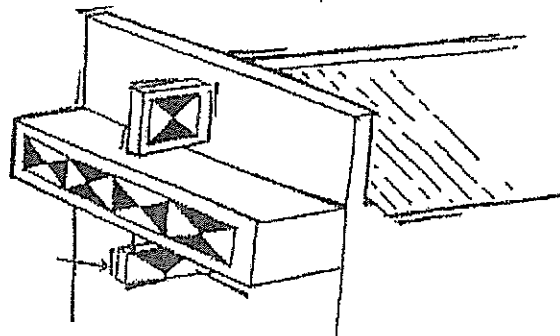


Figure 13 – Example of a Projecting Sign

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16. Pylon Sign

Definition

A sign supported by one or more piers and not attached to a building and includes a detached sign framework supported on one or more piers to which sign infills can be added;

Standards

A Pylon Sign is to:

- a) not have any part thereof less than 2.75 metres or more than 6 metres above the level of the ground immediately below it, or, exceed 2.5 metres measured in any direction across the face of the sign unless it complies with the following:
 - aa) the sign is the motif or emblem of the centre;
 - bb) only one sign is erected;
 - cc) the sign does not exceed 20 metres in height;
 - dd) the sign does not exceed 10m² on any face; and
 - ee) the sign is not erected within its own overall height of any street or right of way;
- b) not project more than 1 metre over any street;
- c) be supported on one or more piers or columns of brick, stone, concrete, or, steel of sufficient size and strength to support the sign under all conditions;
- d) where the sign is supported on two or more piers or columns not be erected unless the space between the piers or columns is not wholly or partly filled in with any material below 2.75 metres above the ground level;
- e) not, as to any part thereof, project over any street at a height of less than 2.75 metres;
- f) not be within 1.8 metres of the side boundaries of the lot on which it is erected unless the lot on which it is erected abuts an intersecting street or right of way in which the local government or an authorised person may authorise the erection of the sign at a lesser distance than 1.8 metres;
- g) not have any part thereof more than 6 metres from any part of another sign erected on the same lot;

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- h) where two or more pylon signs are to be erected on a lot on which unit factories, offices, showrooms or small shops are erected or are to be erected the local government or an authorised person may require all the pylon signs to be incorporated into one sign. All infills are to be of an equal size and space with one infill for each shop or unit on the lot; and
- i) where the local government or an authorised person requires two or more signs to be incorporated into one sign:
 - aa) the total area of the infill signs may be increased by up to 50 percent or to a maximum of 6 m²; and
 - bb) the approval of the local government or an authorised person to each additional infill to be fitted into the sign is required.

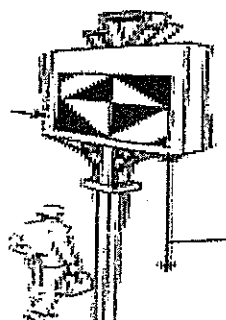


Figure 14 – Example of a Pylon Sign

17. Roof Sign

Definition

A sign erected on or attached to the roof of a building.

Standards

A roof sign shall:

- a) not at any point be closer than 4 metres to the ground;
- b) not extend laterally beyond the external walls of the building; and
- c) comply, as regards height above ground and height of sign, with the following table; and

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<i>Height of Main Building above Ground Level of Sign at Point where Sign is to be Erected</i>	<i>Maximum Height</i>
3.7 metres and under 4.5 metres	1.2 metres
4.5 metres and under 6 metres	1.8 metres
6 metres and under 12 metres	3 metres
12 metres and under 18 metres	4.5 metres
18 metres and upward	6 metres

- d) when ascertaining the height of the main building above ground level for the purpose of this section, any part of the roof at the point where the sign is to be erected that is provided solely for the purpose of architectural decoration shall be disregarded.



Figure 15 - Example of Above Roof Sign

18. *Rural Producers Sign*

Definition

A sign erected on land lawfully used for rural purposes which advertises goods or products produced, grown or lawfully manufactured on the land within the boundaries of which the sign is located.

Standards

A rural producer's sign shall:

- show only the name and address of the occupier of the land or the name of the property or both and only advertise goods or products produced, grown or lawfully manufactured upon the land;
- not exceed 1 square metre in area or 3 metres in height; and
- only be erected and maintained on land on which the goods or products are produced, grown or lawfully manufactured.

19. *Sale Sign*

Definition

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A sign indicating that the premises whereon it is affixed are for sale, for letting or to be auctioned.

Standards

Subject to the provisions of this Policy and local laws, a person shall not erect or maintain a sale or lease sign:

- a) in respect of an auction sale for more than 24 days before the date on which the auction sale is to be held or for more than 48 hours after that date;
- b) in respect of the sale of land under 5 hectares in area for a period exceeding 6 months nor within the period of 12 months from the date of expiration of the period during which another sign advertising the same land or any part thereof was erected or maintained;
- c) advertising that flats or dwellings units in a building erected or to be erected on the land on which the sign is situated are or will be available for letting or for purchase before the date of issue of the building licence in respect of the building or after 3 months following the completion of the building; and
- d) not be erected or placed outside the boundaries of the lot.

20. *Semaphore Sign*

Definition

A sign affixed to a building or wall and supported at, or by, one of its ends only.

Standards

A semaphore sign shall:

- a) afford a minimum headway of 2.75 metres;
- b) be fixed at right angles to the wall to which it is attached;
- c) not project more than 1 metre from the point of attachment nor be of greater height at any point than 1 metre;
- d) be fixed over or adjacent to the entrance to a building;
- e) not be fixed under or over any verandah; and
- f) not more than one semaphore sign shall be fixed over or adjacent to any one entrance to a building.

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21. *Tethered Sign*

Definition

Sign which is suspended from or tethered to any structure, tree or pole (with or without supporting framework) and made of paper, plastic, fabric or similar materials. The term includes lighter than air aerial devices, inflatable's, bunting, banners, flags and kites.

Standards

A Tethered Sign is to:

- a) be granted temporary approvals only;
- b) be located wholly within the boundaries of the lot;
- c) have a maximum vertical dimension of 750 millimetres and a maximum area of 4 square metres;
- d) not be less than 2.75 metres from the finished ground level to the lowest part of the sign or greater than 8 metres from the finished ground level to the highest part of the sign;
- e) be limited to a maximum of one sign per street frontage on any one lot; and
- f) not be within 10 metres of a Pylon Sign.

Notwithstanding the above, Tethered signs which consist of balloon type objects shall:

- aa) be limited to a maximum of one sign per lot;
- bb) not exceed 7 metres in diameter or 9 metres in height; and
- cc) not be displayed for more than 14 days in aggregate for any one calendar year.

Furthermore, the advertiser shall supply to the Council prior to erecting such a sign a certificate from a structural engineer certifying that the connection of the balloon type object to the building or lot is of a structurally sound design.

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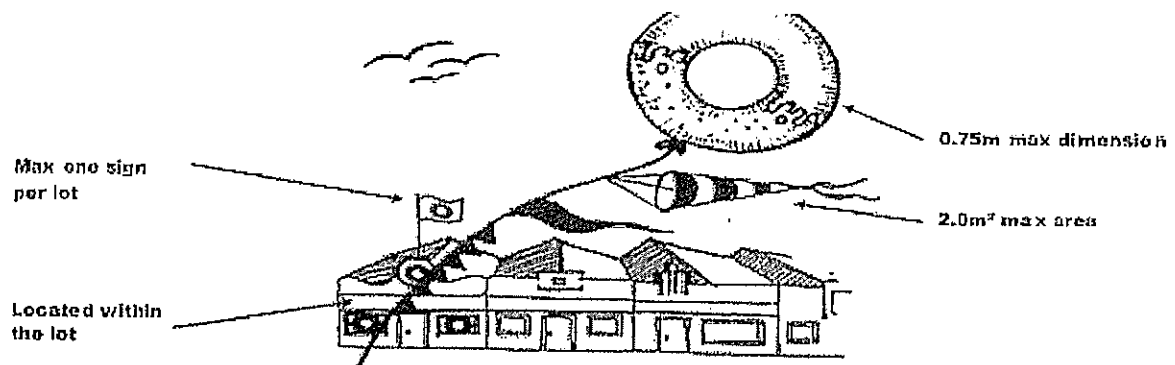


Figure 16 – Example of a Tethered Sign

22. Tower Sign

Definition

A sign affixed to, or placed on a chimney stack or an open structural mast or tower.

Standards

A tower sign shall not, unless otherwise approved by the local government or an authorised person:

- indicate or display any matter other than the name of the owner or occupier of the land or premises on which the mast, tower or chimney stack is erected;
- if illuminated, be a flashing sign;
- exceed in height one-sixth of the height of the mast, tower or chimney stack on which it is placed;
- exceed in width the width or diameter of the mast, tower or chimney stack on which it is placed; or
- extend laterally beyond any part of the mast, tower or chimney stack on which it is placed.

23. Vertical Sign

Definition

A sign attached to a building in which the vertical dimension exceeds the horizontal dimension exclusive of a back projection.

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Standards

A vertical sign shall:

- a) afford a minimum headway of 2.75 metres;
- b) subject to subsection (2) not project more than 1 metre from the face of the building to which it is attached;
- c) subject to subsection (3), not be within 1.75 metres of either end of the wall to which it is attached;
- d) be of a height of at least twice its width;
- e) not project more than 1 metre above the top of the wall to which it is attached nor more than 1 metre back from the face of that wall;
- f) not be within 4 metres of another vertical sign on the same building;
- g) not be placed on a corner of a building, except at a street intersection when it may be placed at an angle with the walls so as to be visible from both streets; and
- h) except with the approval of the local government or an authorised person not exceed one metre in width exclusive of the back projection.

Where a vertical sign is affixed to the face of a building that is set back beyond the face of another building within 3 metres of it, the sign may project 500 millimetres further than the distance prescribed by paragraph (b) or the distance by which the building to which it is affixed is set back beyond the face of the other, whichever is the lesser.

Where a building to which a vertical sign is to be affixed is set back from the boundary or abuts on an intersecting street or right of way, the local government or an authorised person may authorise the affixing of a sign at a lesser distance from the end of the wall than that prescribed by paragraph (c).

24. Wall Panel

Definition

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A panel used for displaying a posted or painted advertisement and affixed to or adjoining the wall of business premises or erected on the forecourt of any business premises.

Standards

A wall panel shall:

- a) not exceed 6m x 3 m;
- b) be fixed to the face of a wall of a building; and
- c) not project beyond the boundaries of the lot.

25. *Wall Sign*

Definition

Sign which is affixed to the external part of a wall of the building but does not project more than 300mm from the wall and no part of which is above the lowest point of the eaves or ceiling of the building.

Standards

A wall sign is to:

- a) be limited to a maximum number of two such signs for each tenancy within a building other than a building within a residential zone;
- b) not exceed 10 percent in area in total on any one wall (excluding projecting signs). To ensure consistency in determining the area of a sign, the following guidance is provided:
 - aa) if the background colour of the sign matches the balance of the colour of the wall on which it is located, then the area of the sign shall be determined by measuring around the words of the sign;
 - bb) if the background colour of the sign does not match the balance of the colour of the wall on which it is located, then the area of the sign is to be measured around the borders of the entire sign.
- c) if placed directly over door openings, have a minimum clearance of 2.75 metres from the finished ground level;
- d) if attached to the building by means of cables, ropes or the like:
 - aa) be non-flammable; or

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- bb) not be erected for more than 14 days in total in any one calendar year.

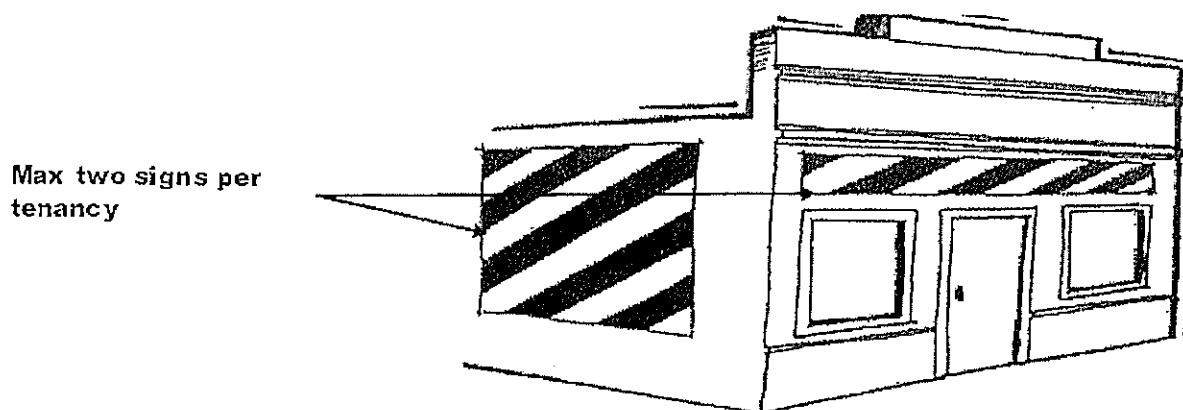


Figure 17 – Example of a Wall Signs

26. Window Sign

Definition

Sign which is affixed to either the interior or exterior of the glazed area of a window.

Standards

A Window Sign is to:

- not cover more than 50 percent of the glazed area of any one window or exceed 10 square metres in area in total per tenancy on a lot.
- maintain an active and interactive presentation to the street for the balance of the window.

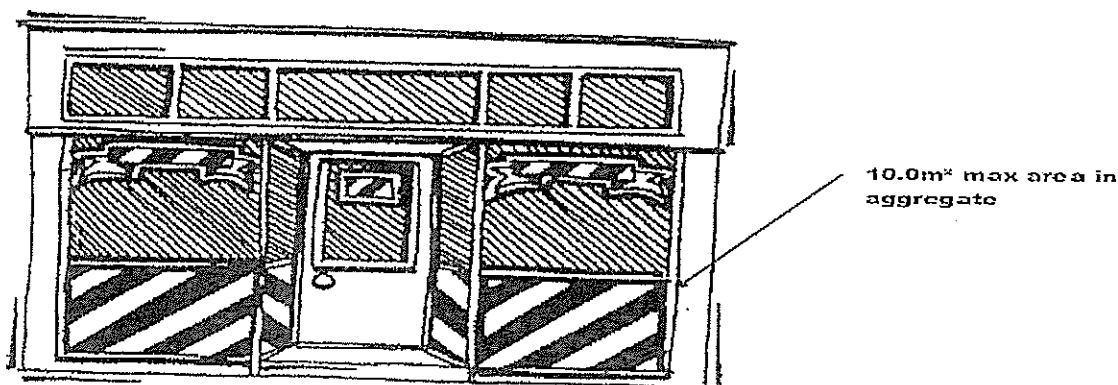


Figure 18 – Example of Window Signs

(6) Standards Common to Signs on Heritage Buildings

1. Historic Signs

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Historic Signs contribute to the significance of a Heritage Place and should be retained and maintained.

2. *New Signs*

New Signs are to:

- a) not dominate a Heritage Place. Instead, signs should be placed where they would have traditionally been placed, and should be limited to a level consistent with traditional coverage;
- b) not be located where they would obscure or detract from a feature of the building;
- c) be located so as to ensure views to individually significant signs are maintained; and
- d) not be located on significant fabric. Signage should be readily removable, with careful consideration given in regards to the method of installation, in order to ensure that the original material can be reinstated.

3. *Size of New Signs*

There is no standard size for new signs, with the appropriate size varying according to the character of a Heritage Place. It should be noted however, that standard company sign sizes may not be suitable.

4. *Design of New Signs*

Reproduction of historic advertising styles is not necessary for new signs. Rather, respectful but clearly modern design is preferred for new signs. Colours should be appropriate to the Heritage Place and in some instances; this may require departure from standard company advertising colours.

(7) Guideline Areas

Council has a number of specific policy guideline areas that contain provisions relating to signage including:

1. Cockburn Commercial Park Design Guidelines;
2. East Jandakot Industrial Area Design Guidelines;
3. Muriel Court Structure Plan Design Guidelines;
4. Phoenix Business Park Design Guidelines; and

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5. Australian Marine Complex (AMC) Support Industry Precinct.

(8) Neighbour Consultation

For applications that do not comply with the provisions contained within this Policy the Council may require neighbour consultation as determined by Council.

(9) Variations

Applications seeking variations to this Policy are required to submit a planning application and shall be determined in accordance with the objectives and the general development provisions of this policy.

In addition, Council may requested the removal of other signs on a site where a variation is being sought in accordance with Schedule 5 of the Town Planning Scheme No. 3.

(10) Referral Requirements for Signage on land on or abutting a Primary Regional Roads and Other Regional Roads reservation

Signage applications that are on land that abuts or that is fully or partly reserved as Primary Regional Roads (PRR) or Other Regional Roads (ORR) in the MRS shall be referred to the relevant Public Authority, where required, for comment and recommendation, before being determined as outlined in Tables 1 and 2 of the WAPC Instrument of Delegation DEL 2011/02.

(11) Compliance

Existing signage that does not comply with this policy which has been erected without application for approval being made to the City may be dealt with under Clause 8.4 of the City of Cockburn Town Planning Scheme No. 3. (The Scheme) Under this clause, applicants may apply to the City for retrospective approval for unauthorised signage which will be assessed against the policy.

The local authority may also request by written notice that existing signage that is in conflict with the amenity of a locality or has deteriorated to a point where it is in conflict with the aims of the Scheme to either repair or remove the aforementioned signage/advertisements under clause 11.2 of the Scheme.

PHOENIX BUSINESS PARK DESIGN GUIDELINES

POLICY CODE:	APD59
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development Services
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Andrew Lefort
FILE NO.:	PS/P/001
DATE FIRST ADOPTED:	11 March 2010
DATE LAST REVIEWED:	12 April 2012
ATTACHMENTS:	Yes
DELEGATED AUTHORITY REF.:	APD54
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	22 March 2012
OCM:	11 March 2010

BACKGROUND:

In order to facilitate improved built form, functionality and a high quality landscaped environment for the Phoenix Business Park on Lot 503 Phoenix Road, Bibra Lake, Greg Rowe and Associates on behalf of Primewest have produced the attached Design Guidelines.

PURPOSE:

To establish Design Guidelines for the Phoenix Business Park in order to achieve high quality development. These guidelines represent additional requirements to the existing provisions in Council's Town Planning Scheme.

The requirements apply to all development for Lot 503 Phoenix Road as per the concept plan contained within the attached Design Guidelines.

POLICY:

The Design Guidelines are attached [APD59-Design Guidelines](#).

Prior to submitting plans for approval by Council all applicants are required to submit one set of plans for assessment to Primewest Management. Primewest Management (or their nominated design consultant) will ensure that the application is consistent with the adopted Design Guidelines.

The applicant will then be required to submit the approved plans to the City of Cockburn for assessment and consideration. Notwithstanding the endorsement of a

PHOENIX BUSINESS PARK DESIGN GUIDELINES

proposal by Primewest Management, the City of Cockburn may require additional changes.

DESIGN GUIDELINES

PHOENIX BUSINESS PARK

12 April 2012

1.0 INTRODUCTION

The Phoenix Business Park is located on the corner of Phoenix and Sudlow Roads in Bibra Lake (herein referred to as the subject site). The land is adjacent to Landcorp's Cockburn Commercial Park to the east and south.

The Phoenix Business Park covers a total area of 38.14 hectares and is located on the southern corner of Phoenix and Sudlow Roads within a well established industrial precinct.

The Phoenix Business Park includes the redevelopment of the site into a series of Mixed Business and Industrial allotments. A Concept Plan has been prepared and approved for the site, which provides the basic framework for the subdivision of the land and outlines specific requirements which have been applicable to the site's subdivision. The Phoenix Business Park incorporates lots of various sizes and will be suitable for various uses as permitted under the City of Cockburn's Town Planning Scheme within the Mixed Business and Industry zones.

1.1 Background

These Design Guidelines have been prepared for Primewest Management and have been formulated to assist purchasers and the City of Cockburn with the development of each individual allotment to a high standard. Aspects such as visual amenity and ensuring best practice standards in the configuration of the built form, solar orientation, landscaping, access, etc will be achieved through the implementation of these guidelines.

All development of Lots contained within the Phoenix Business Park shall comply with the standards of the City of Cockburn Town Planning Scheme No 3 (TPS 3) and relevant Council Policies unless approved otherwise by Council and/or as specified under these Design Guidelines.

The main objectives for the Phoenix Business Park include the following:

- To achieve a high quality built standard which is both appealing and has a strong emphasis on attractive and functionally designed buildings with high quality landscaping
- To achieve a degree of consistency and capability in the built form and landscaping, whilst allowing for individuality and well presented corporate or market image.
- To achieve energy efficient sustainable development outcomes.
- To ensure individual sites are well planned to assist in maintaining the future value of the Phoenix Business Park.

1.2 Approvals Process

Under the requirements of the TPS 3, Planning Approval is required for all development on each allotment. Prior to a Development Application being submitted to the City of Cockburn, detailed plans outlining the proposed development and specifications, signage, landscaping, colour schedule, elevations and perspective drawings and a description of the proposed use are to be submitted to Primewest Management for assessment by a nominated Consultant (Design Professional) for their approval.

The approved plans and information listed above may then be submitted as part of a Development Application to the City of Cockburn. Notwithstanding the endorsement of a proposal by Primewest Management, the City of Cockburn may require additional changes.

These Design Guidelines may be varied subject to consultation with and approval being granted by the City of Cockburn.

2.0 LAND USE

Land use within the Phoenix Business Park is to be undertaken in accordance with TPS 3 and the approved Concept Plan for the site.

TPS 3 outlines the land uses which may be approved within the Mixed Business and Industry zones.

For Mixed Business zoned lots consideration must be given to attenuating a premises if it is proposed to involve a noise generating activity. If a noise generating activity is proposed, then the applicant is required to provide certification from a suitably qualified professional that the building is adequately attenuated

Consideration should be given to the provision of car parking for all "Warehouse" developments. Any future change of use to a more intensive use which results in a higher parking requirement is unlikely to be approved by the City.

The specific development requirements contained within the Design Guidelines are to apply regardless of the zoning of the land under TPS 3.

3.0 GENERAL DESIGN GUIDELINES

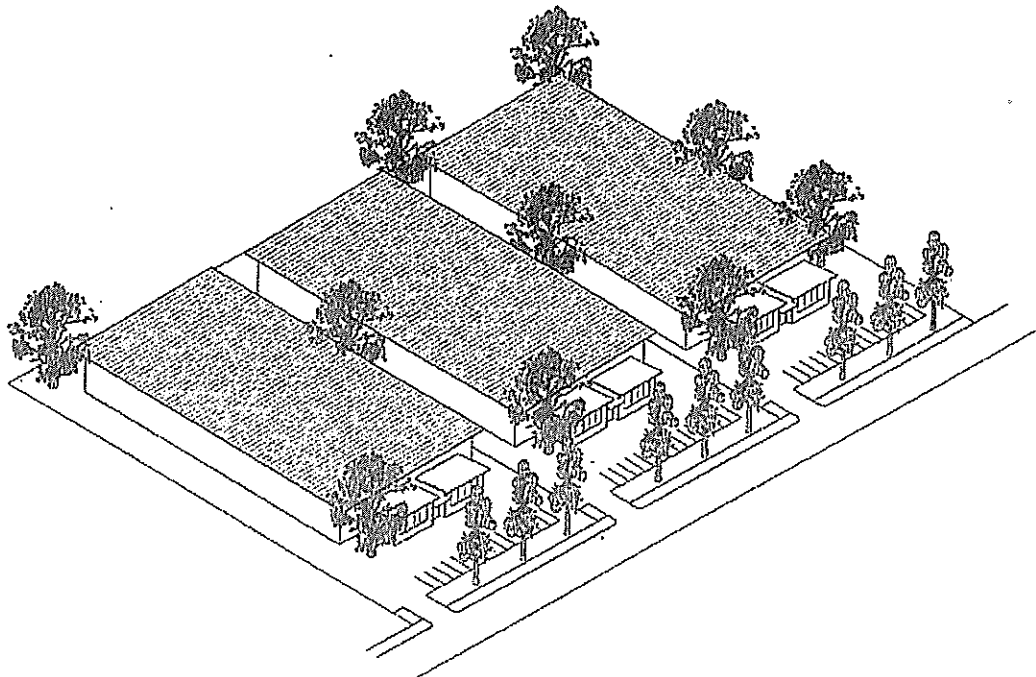
3.1 Site Layout

As a general rule, the layout of buildings on the lot as well as the correct/appropriate location and orientation of openings should be considered in order to take advantage of passive solar conditions as well as prevailing winds. Through the implementation of these simple design initiatives running costs of the buildings can be significantly reduced with little or no additional building cost. An example of building orientation is to maximize north and south exposure and natural cross-flow ventilation. In addition, careful consideration of landscaping may assist in providing shade throughout summer months and allow for the use of the winter sun.

In addition to taking advantage of passive solar conditions, site planning should also take into account the following:

- Presentation of the building to the street
- Topography
- Development on adjacent lots including land uses
- Contributing to an overall attractive streetscape
- Access and traffic movement

Figure 1 – Indicative Layout



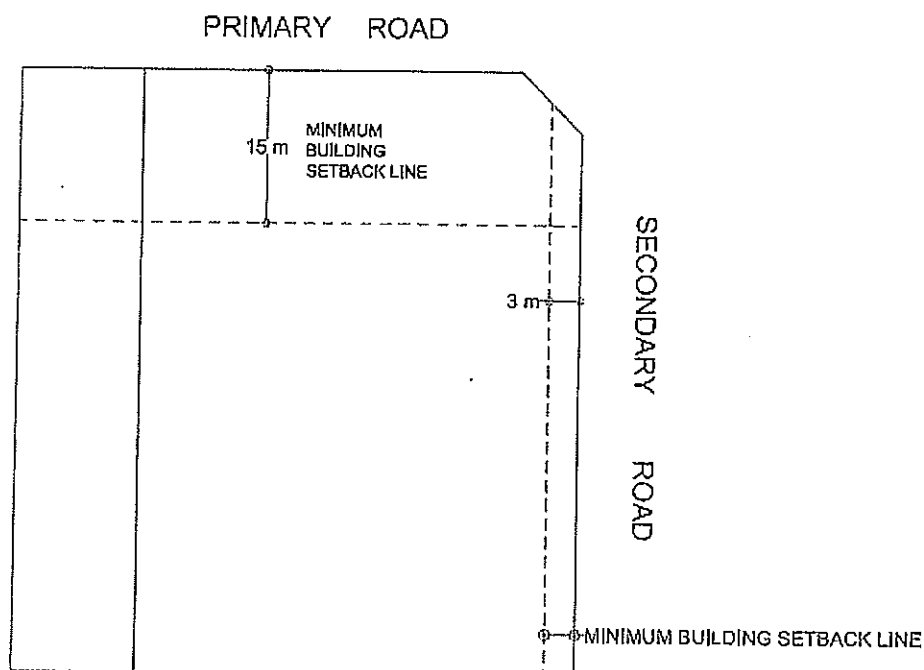
3.2 Setbacks

- Buildings shall be setback to the front boundary a minimum of 15 metres.

PHOENIX BUSINESS PARK DESIGN GUIDELINES

- Where a corner lot is applicable, the front or primary setback shall be a minimum of 15 metres with a secondary street having a minimum setback of 3 metres.
- Side and rear setbacks shall be in accordance with the requirements of the Building Code of Australia.

Figure 2 - Setbacks



3.3 Building Height

The maximum building height shall be in accordance with the requirements of TPS 3 (except for those lots abutting Phoenix Road).

3.4 Site Cover

Development shall be designed to achieve minimum site coverage of 20% of the total lot area.

3.5 Car Parking and Access

Car parking and internal roadway design shall comply with the requirements of TPS 3 unless varied by Council. In addition to these requirements, the following shall apply:

- Customer parking is encouraged within the front setback and/or in front of the main or dominant buildings on site.
- Employee or non-customer parking is encouraged to the side or rear of the main or dominant buildings on site.
- A limit of one (1) crossover for every 30 metres of lot frontage shall apply with a maximum of two (2) crossovers for corner lots.

- Minimum separation distances for crossovers will be as prescribed by TPS 3.
- Service haulage vehicles are to be separated where possible from visitor and staff parking areas.
- For large commercial vehicles provision is to be made to allow vehicles to manoeuvre on site and return to the road in forward gear.
- Pedestrian paths shall be clearly marked and separated from areas of frequent vehicular movement.
- Vehicle road surface is to be asphalt, brick paved or concrete to a colour/material which compliments and enhances the built form of the lot.
- On street car parking is not permitted unless provided for as part of subdivision.
- Shade trees are to be provided at the rate of one (1) tree per six (6) car parking bays.
- Car parking areas are to be well lit.
- All vehicle access is to be provided from internal subdivision roads as depicted on the approved Structure/Concept Plan.
- Crossovers are to be shared where lots/development is amalgamated.

3.6 Storage/Service Areas

Service and storage areas are to be located behind the front building line and are to be screened from the street. In this regard landscaping or approved screen fencing shall be provided. Details of fencing are to be provided at the Development Application stage.

3.7 Fencing

Security fencing is permitted along side and rear boundaries. Where security fencing is proposed along the front or secondary street side, this form of fencing is to be located on the property boundary line as a minimum, but in any event, with on site landscaping located behind.

The minimum standard of fencing shall be black PVC coated chain mesh with black support members and shall meet a height of 1.8 metres. Additional security may be provided through the provision of a maximum "3-Barb" wire on top of the chain mesh fence or equivalent. All gates, posts and fittings shall be black galvanized steel.

Other fencing shall be designed to complement building and landscaping designs.

3.8 Street Landscaping

Objective: to ensure a high degree of uniformity in the appearance and maintenance of verge landscaping.

The verge in front of a lot needs to be landscaped with the following as a minimum:

- One (1) tree for every 30 lineal metres of frontage (at least two (2) if greater than 30m);
- The tree types are to be native and either: *Eucalyptus marginata*, *rudis* or *gomphacephala*;
- The trees are to be a minimum of 2 metres in height (approx. 45 litre pot size at time of planting);
- The balance of the verge shall be grass;
- The grass and trees are to be irrigated for a minimum of two (2) years (to establishment);
- After two (2) years, the irrigation can be switched off or continued (from the lot/property supply);
- Irrigation conduits shall be installed across the front boundary of lots in Stage 1 to facilitate on-going irrigation of the verge from private lots/supplies;
- The verge landscaping in front of a lot is the sole responsibility of the property owner and/or tenant. THE CITY OF COCKBURN DOES NOT MAINTAIN VERGES OTHER THAN STREET TREE PRUNING AND REPLACEMENT.
- No parking is permitted on the verge in front of a lot.

3.9 Lot Landscaping

Landscaping shall be provided in accordance with the provisions of TPS 3. A landscaping plan shall be provided to the satisfaction of Primewest Management prior to submission to the City of Cockburn.

To assist with providing a consistent high quality street frontage, landscaping within a lot is to consist of the following:

- Shrub and tree planting within a two (2.0) metre wide strip across the lot frontage (including corner lots) for the purpose of screening/softening the appearance of parking;
- One (1.0) metre wide strip on each side boundary within the front setback area (i.e. the front 15m of a lot).
- Landscaping is to include the provision of trees (minimum 45 litres) at a rate of one per 20m² of landscaped area.
- In keeping with the requirements to assist with reducing water use and supporting biodiversity in the locality, it is essential to use locally endemic species in all landscape treatments.
- The use of exotic species is to be limited to specific outcomes related to managing the local environment. For example, a deciduous tree may be utilised to shade a north facing office front

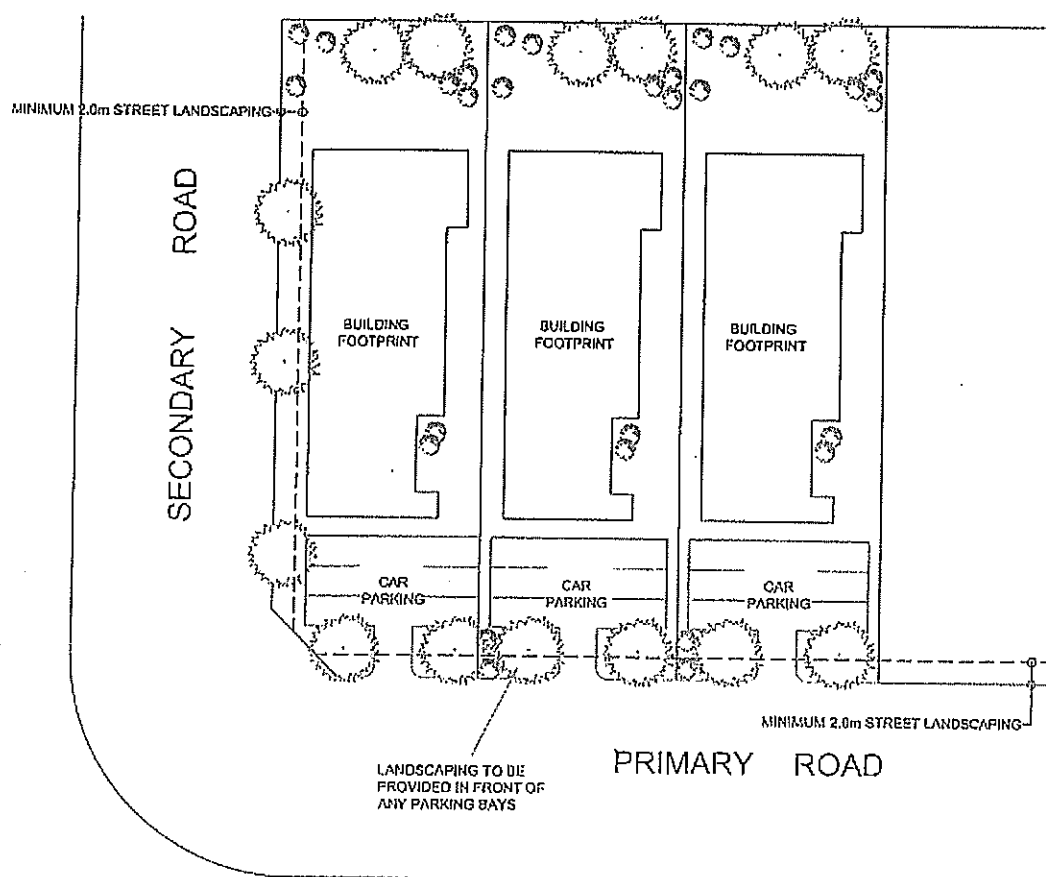
PHOENIX BUSINESS PARK DESIGN GUIDELINES

window, whilst providing for winter sun penetration during winter months.

- Careful consideration is to be given to consistency of the streetscape, tree form and growth habit.
- Where existing trees are retained, it is encouraged that they are incorporated into car parking areas or other landscaping areas within the allotment.
- Where existing trees have been retained they shall not be removed and all care is to be taken to protect these trees during the construction phase. In the event that existing trees die or are diseased they must be replaced with mature tree(s) of a similar type.
- Landscaping should be limited to and utilize native species where possible.

Note: A list of species is attached for your reference (Refer to Appendix 1). A suitably qualified landscaper can select species suitable to meet stipulations of the City of Cockburn. Use of any non-locally endemic species is only at the approval of the City of Cockburn.

Figure 2 – Landscaping



4.0 PHOENIX ROAD ALLOTMENTS

Objective: *to ensure a uniform, discrete frontage to the Public Open Space and Phoenix Road. A uniform edge (i.e. without openings) will also provide a higher degree of sound attenuation to residential development on the north side of Phoenix Road.*

The following guidelines are specific to the Lots abutting Phoenix Road. The General Design Guidelines apply in addition to the following criteria.

4.1 Site Layout

Lots which abut the Parks and Recreation Reserve adjacent to Phoenix Road are to have buildings constructed which are designed to address the internal subdivision road. The facades of buildings and any masonry walls located on the Phoenix Road boundary shall be designed to add interest and a high standard of development.

4.2 Setbacks

Buildings shall be setback to the front boundary (internal subdivision road) a minimum of 15 metres. Where a corner lot is applicable, the front or primary setback shall be a minimum of 15 metres with a secondary street having a minimum setback of 3 metres.

Side and rear setbacks shall be in accordance with the requirements of the Building Code of Australia.

A nil setback is permitted to the northern boundary (adjacent to the POS Reserve along Phoenix Road). Where a nil setback is not proposed to the northern boundary of Lots 1-8 inclusive (adjacent to the POS Reserve along Phoenix Road), a solid masonry wall is required to be constructed on the boundary, to a height of no less than 2.5m in a texture and colour complimentary to any walls or buildings on an adjoining lot.

Any walls or buildings on the northern boundary shall be painted with an anti graffiti coating.

4.3 Building Height

Where a nil setback is proposed, the height of walls on the northern (Phoenix Road) boundary are to be no greater than 7.5 metres; plus the height of a building to be no greater than 7.5 metres for the 10 metres adjacent to the northern boundary of each site (Lots 1-8 and 64).

4.4 Access

Lots are to be accessed via the internal subdivision road as depicted on the approved Phoenix Business Park Structure/Concept Plan.

4.5 Built Form

Particular emphasis shall be placed on the appearance of the Phoenix Road boundary façade. Buildings shall be designed to address both the primary street and the secondary street frontage (in the case of corner blocks) with an emphasis placed on the impact of the building from the street at the point of entry into the site. The main entry into the site should be clearly visible or marked with signage.

A high standard of building design is required. The facades of buildings shall be designed to add interest to the development. The use of colour, built form and materials should be complimentary and consistent.

- Walls erected along the Phoenix Road POS are to be finished in the colour known as Colourbond® Wilderness® or equivalent to the satisfaction of the City and treated with an anti-graffiti coating.
- No signage is permitted along the northern boundary of lots abutting the Phoenix Road POS.

All signs shall be designed as an integral part of the building design and shall be built to a standard equal to and consistent with the building design.

4.6 Fencing

Uniform fencing (Visually Permeable) is to be constructed along the common boundary of the proposed Lot 660 (as depicted on the Concept Plan) with the proposed Reserve for Recreation.

5.0 Sudlow Road Allotments

The following guidelines are specific to the Dual Frontage Lots abutting Sudlow Road. The General Design Guidelines shall apply in addition to the following criteria.

5.1 Site Layout

Lots which front Sudlow Road are to have buildings constructed which are designed to orientate towards and address Sudlow Road. Corner lots which abut Sudlow Road are encouraged to have buildings constructed which address Sudlow Road in addition to the internal subdivision road.

5.2 Setbacks

Buildings shall be setback to the primary boundary (internal subdivision road) a minimum of 15 metres with a secondary street boundary having a minimum setback of 3 metres.

For the dual frontage lots, a minimum setback of 3m shall be provided to Sudlow Road.

Side and rear setbacks shall be in accordance with the requirements of the Building Code of Australia.

5.3 Access

No access is permitted to Sudlow Road. All access is to be from the internal subdivision road(s) as depicted on the approved Structure/Concept Plan.

5.4 Landscaping

A continuous 2 metre wide landscaping strip is to be provided along the Sudlow Road frontage in addition to the internal subdivision road(s) which shall, as a minimum, incorporate two (2) trees.

5.5 Built Form

Buildings shall be designed to address both the primary street and the secondary street frontage with an emphasis placed on the impact of the building from the street at the point of entry into the site. The main entry into the site should be clearly visible or marked with signage.

Particular emphasis shall be placed on the appearance of the Sudlow Road façade. Buildings shall be designed to address the street with an emphasis placed on the impact of the building from the street. A high standard of building design shall be provided.

The following principles shall guide the development of an appropriate building design:

- A contribution to the streetscape.
- Unrelieved expanses of wall or roof should be avoided.
- The facades of buildings shall be designed to add interest to the development.
- The front elevation shall address the street and provide an inviting entrance.
- The use of colour, built form and materials should be complimentary and consistent. In particular the Sudlow Road façade should be consistent in appearance to the façade at the internal subdivision road.
- All signs shall be designed as an integral part of the building design.

6.0 Aspiration Circuit Allotments

The following guidelines are specific to the Lots abutting Aspiration Circuit to the east of the subject site. The General Design Guidelines shall apply in addition to the following criteria.

6.1 Site Layout

Buildings shall be designed to front either the internal subdivision road or Aspiration Circuit. Where a lot has its primary frontage (access) to the internal subdivision road, buildings are to be designed to also address Aspiration Circuit, and vice versa.

6.2 Setbacks

For dual frontage lots, buildings shall be setback a minimum of 15 metres to each frontage. For Lot 16 a primary street setback of 15 metres is required with a secondary street boundary having a minimum setback of 3 metres.

Side and rear setbacks shall be in accordance with the requirements of the Building Code of Australia.

6.3 Access

Access is permitted to either the internal subdivision road(s) as depicted on the approved Concept Plan or from Aspiration Circuit.

6.4 Landscaping

A continuous 2 metre wide landscaping strip is to be provided along the Aspiration Circuit frontage in addition to the internal subdivision road(s) which shall, as a minimum, incorporate two (2) trees.

6.5 Built Form

Buildings shall be designed to address both street frontage(s) with an emphasis placed on the appearance of the building from the street at the point of entry into the site. The main entry into the site should be clearly visible or marked with signage if more than one (1) street frontage is to be used for vehicular movement.

The following principles shall guide the development of an appropriate building design:

- A contribution to the streetscape.
- Unrelieved expanses of wall or roof to be avoided.
- The facades of buildings shall be designed to add interest to the development.
- East and West elevations at or in the vicinity of the designated setback shall address the street and provide an inviting entrance.
- The use of colour, built form and materials should be complimentary and consistent. In particular the Aspiration Court façade should be consistent in appearance to the façade at the internal subdivision road.
- All signs shall be designed as an integral part of the building design.

7.0 BUILT FORM

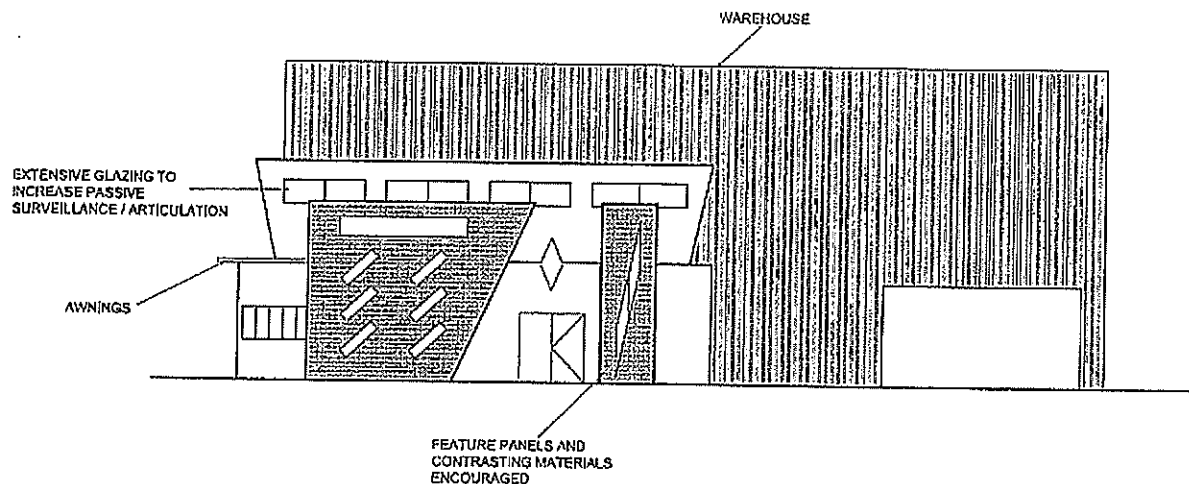
7.1 General

Buildings shall be designed to address the street with an emphasis placed on the impact of the building from the street at the point of entry into the site. The main entry into the site should be clearly visible.

The following principles are encouraged to be applied in the design of the development to achieve a high standard of development and building design.

- Front elevation to be designed to address the street and provide an inviting entrance. Awnings or similar are to be provided above the major entrance.
- Both elevations for corner lots shall address both street frontages.
- Buildings are not to have large unrelieved expanses of wall or roof where they address the street.
- The entrance points of buildings are encouraged to be focal points to the development and provide protection for pedestrians from the elements.

Figure 4 – Articulated Street Facade



7.2 Colours and Finishes

The facades of buildings shall be designed to add interest to the development. The broad principles applying to the finish of the buildings are as follows:

- Broad facades are to be broken down into separate sections to create variety and interest. This can be undertaken by girding, colour contrast and material variation or the use of bracing, roller doors, etc.
- Combination of one or two complimentary base colours with shade variations.
- Simple building structures should be broken up with the use of elements such as louvres, bracing and the placement of roller doors, the use of grids such as jointing within precast tilt up panels or compressed sheet metal and brick banding rendered panels.
- Coordination of elements where the colour of architectural details and trims, for example, fascia, columns, window frames, louvres are integral to the building design.
- Application of a colour scheme to achieve uniformity.

7.3 Roofline and Pitch

- Gables, pitched roofs and saw tooth roofs shall be pitched between 15° and 30°.
- A parapet, creating a visual top to the building façade, is to be provided where flat, skillion or similar roofs are used.

7.4 Plant Equipment

All plant equipment shall be screened from public areas, in particular all plant equipment shall be screened from view from the street.

7.5 Other Structures

Where separate buildings on site are proposed (e.g. outbuildings), the design of each should take into consideration the whole of site planning so that all buildings present as an integrated development. Further expansion and staging should be considered to integrate future buildings. The use of colour, built form and materials should be complimentary and consistent.

7.6 Signage

Signage is to be in accordance with the provisions of TPS 3 including the following:

- Signage is to be integrated into the built form and shall not exceed a total area of 5% of the street front elevation.
- Only one free standing pylon or composite sign is permitted per lot. Where multiple occupancies are proposed the composite sign may have one panel per occupancy.
- Signage is not permitted on the roofs or parapets of a building.
- All signs shall be designed as an integral part of the building fabric and shall be built to a standard equal to and consistent with the building design.

Details of signage shall be included in the Development Application plans submitted to Primewest Management prior to lodgment with Council and are to be to the satisfaction of Primewest Management or its appointed consultant.

8.0 CRIME PREVENTION

Crime prevention techniques/design elements are encouraged to be incorporated in all developments. In this regard the following principles are encouraged.

- The main entry point and staff entry shall be well lit.
- Storage and loading areas shall be well lit.
- Access points to public parking areas shall be well defined.
- Building materials shall be anti graffiti coated where possible, in particular for boundary walls which adjoin the Phoenix Road Public Open Space reserve.
- Car parking areas are to be well lit.

9.0 MANDATORY REQUIREMENTS

NOTE : This is not an exhaustive list of requirements. The Design Guidelines must be read in their entirety.

Building Setbacks

- Front boundary setback 15m minimum.
- Corner lots or dual frontage lots secondary street boundary setback 3m minimum.
- Side and rear boundary setbacks shall be in accordance with the requirements of the Building Codes of Australia.

Development Area

- A minimum of 20% of the total site area is achieved.

Carparking

- Must comply with the requirements of the City of Cockburn's Town Planning Scheme No 3 unless varied by Council.

Access

- All vehicle access is to be provided via internal subdivision roads as depicted on the approved Structure/Concept Plan.

Storage/service Areas

- All service and storage areas to be setback behind the front building line and appropriately screened.

Fencing

- Fencing is to be located at the front building setback line as a minimum, but in any event, with on site landscaping located behind.
- The minimum standard of fencing shall be black PVC coated chain mesh with black support members and shall meet a height of 1.8 metres. Additional security may be provided through the provision of a maximum "3-Barb" wire on top of the chain mesh fence or equivalent. All gates, posts and fittings shall be black galvanized steel.
- Other fencing shall be designed to complement building and landscaping designs.

Landscaping

A landscaping plan shall be provided to the satisfaction of Primewest Management prior to submission to the City of Cockburn. To assist with providing a consistent high quality street frontage, landscaping within a lot is to consist of the following:

PHOENIX BUSINESS PARK DESIGN GUIDELINES

- Shrub and tree planting within a two (2.0) metre wide strip across the lot frontage (for the purpose of screening/softening the appearance of parking);
- One (1.0) metre wide strip on each side boundary within the front setback area (i.e. the front 15m of a lot).
- Landscaping is to include the provision of trees (minimum 45 litres) at a rate of one per 20m² of landscaped area.
- Landscaping to be provided in front of car parking areas which abut the street.
- Those lots which have front and rear street frontage are to have the rear setback landscaped in accordance with the above.

Built form

- Buildings shall be designed to address the street with an emphasis placed on the impact of the building from the street at the point of entry into the site.
- The main entry into the site should be clearly visible or marked with signage.
- Awnings or similar are to be provided above the major entrance.
- Front elevations for corner lots shall address both street frontages. Buildings are encouraged to avoid large unrelieved expanses of wall or roof where seen from the street.
- For dual frontage lots the building shall be designed to address both frontages.

Colours/Finishes

- Broad facades are to be broken down into separate sections to create variety and interest.

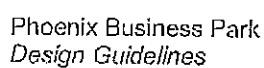
Roofline and Pitch

- Gables, pitched roofs and saw tooth roofs shall be pitched between 15° and 30°.
- A parapet, creating a visual top to the building façade, is to be provided where flat, skillion or similar roofs are used.

Signage

- Signage is to be in accordance with the provisions of TPS 3 including the following:
 - Signage is to be integrated into the built form and shall not exceed a total area of 5% of the street front elevation.
 - One free standing pylon or composite sign only per lot.
 - Signage is not permitted on the roofs or parapets of a building.
 - All signs shall be designed as an integral part of the street front elevation and shall be built to a standard equal to and consistent with the building design.

APPENDIX 1



APPENDIX 2

Plant species for Bibra Lake West

Botanical Name

Common Name

Ground covers and climbers

Anigozanthos manglesii	Kangaroo paw
Anigozanthos humilis	Cats paw
Burchardia umbellate	Milk maid
Kennedia prostrata	Running postman
Hardenbergia comptoniana	Native Wisteria
Conostylis aculeata	Spiny Cottonheads
Conostylis setigera	Bristly Cottonheads
Patersonia occidentalis	Purple flag
Pultenaea reticulata	* Hemiantra
pungens	Snake Bush
Dampiera linearis	Common Dampiera
Hakea prostrata	Harsh Hakea

Sedges

Lomandra caespitosa	Tuffed mat rush
Mesomelaena pseudostygia	*

Shrubs <1m

Hypocalymma robustum	Swan river myrtle
Bossiaea eriocarpa	Common brown pea
Philotheca spicata	Pepper and salt
Gompholobium tomentosum	Hairy yellow pea
Acacia wildenowiana	Grass wattle
Melaleuca seriata	*
Dianella revolute	
Banksia lindleyana	Couch Honeypot (formerly <i>Dryandra lindleyana</i>)
Hibbertia hypericoides	Yellow Buttercups
Hibbertia racemosa	Stalked Guinea Flower

Shrubs 1 to 3 m

Eremaea pauciflora	*
Acacia pulchella	Prickly moses
Xanthorrhoea preisii	Grass tree
Templetonia retusa	Cockie's tongues
Daviesia divaricata	Marno
Pimelea rosea	Rose banjine
Philotheca spicata	Pepper and Salt (prev. <i>Eriostemon</i>)
Scaevola canescens	Grey Scaevola

Trees/ Shrubs 3 to 5m

POL	LICENSED PREMISES	
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Attach

POLICY CODE:	
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Statutory Planning Services Health Services
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager Statutory Planning
FILE NO.:	PS/P/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	
DELEGATED AUTHORITY REF.:	APD54
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

The Western Australian Health Department and the Liquor Licensing Court have expressed the view that the impact of licensed premises, that serve to increase the availability of liquor, can contribute to alcohol related harm in the community. The City does not currently take the issue of whether there is a public impact into consideration when determining planning applications for licensed premises.

PURPOSE:

To provide guidance in the decision making process by the Council in relation to the location of all existing and licensed premises within the City, including modifications to existing premises.

POLICY:

- (1) Council will take into consideration the public interest when assessing applications for planning approvals for licensed premises.
- (2) The City may require a Public Interest Assessment Report (PIAR) to be submitted prior to determination of any planning application for licensed premises, in order to inform the community about how the proposal will be in the interest of the community.
- (3) Operational procedures will be prepared and contained within the Statutory Planning Department's procedure manual for the assessment of licensed premises applications.

POS	LICENSED PREMISES	
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POSITION STATEMENT:	
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Environmental Health Services Statutory Planning Services
SERVICE UNIT:	Environmental Health Services Statutory Planning Services
RESPONSIBLE OFFICER:	Manager Statutory Planning
FILE NO.:	PS/P/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Local Government has a specific role, as identified in the Liquor Control Act 1988. This role needs to be acknowledged and actioned by the City therefore there is a need for the City to establish a position in relation to Liquor Licence Applications, made under the Liquor Control Act 1998.

PURPOSE:

To provide guidance to the City when determining planning applications for licensed premises.

POSITION:

- (1) The proponent may be required to submit a Public Interest Assessment Report (PIAR) prior to determination of any planning application for licensed premises, in order for the City to assess the potential impact of the proposed licensed premises.
- (2) The proponent, when submitting an application for planning approval for a bottle shop, shall be required to provide evidence that the catchment area for the proposed licensed premises is not already adequately serviced with existing bottle shops.
- (3) The City shall not support applications for licensed premises located within close proximity to existing or approved educational establishments, places of

POS	LICENSED PREMISES	
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public worship or community/recreational facilities (particularly youth orientated community facilities). A specific separation distance is not specified as it would be dependent upon the location/orientation of the educational establishment, place of public worship or community/recreational facility and the proposed licensed premises.

- (4) The City shall support applications for small bar licences in commercial zoned areas and will provide assistance to the applicant in establishing that the application is in the public interest, where it is supported by the Council and the local community.
- (5) In relation to each new or amended liquor licence the City shall lodge an intervention (in the form of a report) before the liquor licensing authority for the purpose of indicating the City's opinion on the application.
- (6) In relation to a liquor licence application that is not supported by the City and the community, the City will lodge an objection before the liquor licensing authority.

Definitions:

1. Licensed premises – all premises requiring or having a liquor licence.
2. Bottle shops – premises having a liquor licence to sell packaged liquor for consumption off the premises.
3. Small bar licence – premises having a liquor licence for the sale and supply of liquor for consumption on the premises only and with a maximum capacity of no more than 120 people at any one time.
4. Public Interest Assessment Report – as defined in the Liquor Control Act, 1988 (as amended).

DA	LOCAL GOVERNMENT ACT, 1995 – ADVERTISING PROPOSED DIFFERENTIAL RATES	LGAFCS1
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DELEGATED AUTHORITY CODE:	LGAFCS1
DIRECTORATE:	Finance & Corporate Services
BUSINESS UNIT:	Financial Services
SERVICE UNIT:	Budgeting & Financial Reporting
RESPONSIBLE OFFICER:	Director, Finance & Corporate Services
FILE NO.:	FS/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	14 June 2012
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	24 May 2012
OCM:	9 June 2011 14 June 2012

FUNCTION DELEGATED:

To act as Council in advertising proposed Differential Rates.

CONDITIONS/GUIDELINES:

- (1) Proposed Differential Rates to be advertised following media after preparation of the First Draft Budget presentation each year.
 1. Display advert in the West Australian newspaper – Local Government Notices.
 2. Display advert in the Community newspaper – Cockburn Gazette.
 3. Display advert in the Cockburn Herald newspaper.
 4. City's Public Notice Board.
 5. City's Libraries – Spearwood, Coolbellup and Success.
 6. Front page of the City's web site.
 7. City's Social Media outlets.
 8. Copy sent to community and ratepayer groups.
 9. Copy sent to groups and organisations who have registered to receive the City's email newsletters.
- (2) Either delegate has the authority to deal with such matters as relevant to this declaration.
- (3) All transactions utilising this delegation are to be recorded in the Delegated Authority Portal System by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

AUTONOMY OF DISCRETION:

As provided under Legislative requirements and above conditions.

DA	LOCAL GOVERNMENT ACT, 1995 – ADVERTISING PROPOSED DIFFERENTIAL RATES	LGAFCS1
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LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Local Government Act 1995, Section 6.36

DELEGATE:

Chief Executive Officer

Note: The Chief Executive Officer will sub-delegate this authority to:-

DELEGATE/S AUTHORISED:

Director - Finance & Corporate Services
Manager, Financial Services

POL	DEBTORS MANAGEMENT	AFCS9
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POLICY CODE:	AFCS9
DIRECTORATE:	Finance & Corporate Services
BUSINESS UNIT:	Financial Services
SERVICE UNIT:	Property Rating & Revenue
RESPONSIBLE OFFICER:	Nelson Mauricio
FILE NO.:	FS/P/003
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	AFCS9
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

The City utilises several revenue streams in funding its service provision. It is necessary to establish clear and concise principles in order to ensure the reliability of those revenue streams, pursue outstanding debts owed to the City and where necessary, write those debts off.

S6.12(1)(c) of the Local Government Act 1995 allows local governments to write off any amount of money owing to it (other than rates and service charges).

PURPOSE:

The purpose of this policy and any associated guidelines is to establish a framework that will:

1. Ensure a fair, consistent and accountable approach to Council's debt management and collection decisions and practices.
2. Provide guiding principles for the management of credit control, debt collection and bad debt write offs.
3. Ensure timely collection of all monies owing to the City for the purpose of optimising cash flow and reducing bad debt write offs.

This policy applies to those circumstances where the City provides goods, services or statutory approvals on credit and for the collection of outstanding rates, charges and infringements.

POL	DEBTORS MANAGEMENT	AFCS9
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POLICY:

General Principles

The following principles provide high level Council direction for the ethical and effective management of the City's wide range of debtors:

- (1) Management is to establish and maintain appropriate credit limits and controls in order to ensure the risk of financial loss is properly managed.
- (2) Access to credit should be limited to those circumstances where it is deemed an efficient method for collecting revenue or is legally required to be given (e.g. rates).
- (3) This Policy is to be supported by properly documented [Debt Management Guidelines](#).
- (4) Debt collection processes established by the City need to be fair, flexible and realistic, taking into account the different types of debtors (ie. ratepayers, commercial, community groups, individuals, offenders).
- (5) Debt collection activities against individual debtors should be in accord with the ACCC-ASIC Debt Collection Guideline for Collectors and Creditors.
- (6) Debts are to be pursued within the relevant statutory limitation periods to maximise recoverability.
- (7) Action for the writing off of bad debts (other than rates and services charges) should only take place where all avenues for recovery have been exhausted or it becomes unviable to keep pursuing the debt.
- (8) Unrecoverable debts (other than rates and service charges) up to the individual value of \$200 may be written off under Council delegation.
- (9) Bad debts over \$200 (other than rates and service charges) are to be brought to Council for write off on an annual basis ~~(unless there are none to be written off)~~.
- (10) The City is to annually review the need for booking a provision for bad debts and adjust the budget accordingly.
- (11) The City should register as an unsecured creditor for bankrupt debtors where there is some likelihood of a settlement (excluding rate debtors whose debt is secured against the property).

POL	DEBTORS MANAGEMENT	AFCS9
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Staff Responsibilities

This policy seeks to maintain and enhance the City's integrity and standing in its dealings with its debtors. Thus, in all dealings that staff has with the City's debtors it is expected that:

- (1) Debtors should be shown utmost respect, courtesy, and diligence in all dealings.
- (2) High levels of ethics are to be adhered to, particularly when dealing with those clients regarded as in necessitous or disadvantaged circumstances.
- (3) All information pertaining to individual debts and repayment arrangements are to be treated in strict confidence as governed by privacy laws.
- (4) Negotiated payment arrangements for outstanding debts are to be properly documented and approved in accordance with established management procedures.

Legal Remedies

(1) Rates Debt Recovery

Except where a ratepayer is entitled to defer the payment of their rates, Council will actively pursue the recovery of rates arrears as specified in the Local Government Act 1995, including the power to sell the land. Any action taken to sell land for this purpose will be advised to Councillors through the monthly EM Newsletter.

(2) General Debtors

If a general debtor does not respond to the in-house debt recovery process as stipulated within management procedures, then legal action may be commenced through the City's debt collection agency. Due regard will need to be given to the type of debtor before commencing any legal action (eg. local community group). Management discretion will be used in assessing whether to deny a delinquent debtor access to Council's services and facilities.

(3) Infringement Debt Recovery

Any infringement that remains unpaid following the exhaustion of the in-house debt recovery process (as stipulated within management procedures), will be referred to the Fines Enforcement Registry within the statutory time limits.

(4) Recovery of Legal and Other Costs Incurred

POL	DEBTORS MANAGEMENT	AFCS9
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Debt recovery actions are to include recovery of legal costs and any other reasonable costs incurred in pursuing the outstanding debt to the extent that they are allowed by law.

POL	DEBTORS MANAGEMENT	AFCS9
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DEBTORS MANAGEMENT GUIDELINES

1. PURPOSE

Council has established policy number AFCS9 - Debtors Management Policy to guide effective billing and debt collection processes, including the efficient management of accounts receivable and related credit management. Key purposes of the policy are to ensure the effective granting of credit and the timely raising of invoices and subsequent monitoring and collection of the debt.

Council debt is to be managed in accordance with this policy, the following guidelines and established management procedures and work instructions.

2. SCOPE

Applies to all business units and Council employees authorised with the responsibility of providing credit, invoicing and recovery of outstanding debt including general rates, service charges, commercial waste charges, sundry debtors, infringements and miscellaneous charges.

3. DEFINITIONS

- Sundry Debtor, Debtor and Debt - all refer to an amount owed to Council.
- Service – includes goods supplied or delivered, admission, sale of items, hire of facilities or items - supply of information and any other matter giving rise to a fee or charge being made by Council.
- Debtor - any person, corporation, business or other entity owing money to Council.
- Provision for Doubtful Debts – an estimate of the amount of debt raised that is unlikely to be collected.

4. GUIDELINES

Payment for Council Services should, where possible, be made at the time when the service is provided and by way of a "non-credit" transaction, being EFTPOS, internet/online, BPay, cash or cheque. For example entry fees, booking fees, subscriptions, memberships, planning approvals, licences, sales of merchandise etc. should be payable at the time of service and/or delivery.

Where credit is to be provided the following shall apply:

4.1 Trading Terms

Unless otherwise provided by legislation, trading terms are not to exceed 30 days net from date of invoice/statement.

POL	DEBTORS MANAGEMENT	AFC9
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4.2 Invoices

The debt is to be recognised at the time services are provided.

4.3 Provision of Credit

The provision of credit is not automatic and credit can be suspended or withdrawn based on compliance with trading terms.

A Credit Application form may need to be completed in accordance with Debt Management procedures.

4.4 Credit Limits

Credit limits will be applied to larger accounts in accordance with sundry debtor procedures in consultation with the business unit.

4.5 Recovery of Outstanding Debt

Recovery processes will be implemented through Council's preferred supplier of Debt Collection services in accordance with the service level agreement. No recovery action should commence without satisfactory proof of debt.

4.6 Waiver of Penalty Interest – Negotiated Settlements

Council will consider Waiver of Penalty Interest on a case by case basis. The Manager Financial Services, as delegated officer, will negotiate the terms of settlement.

4.7 Payment Agreements

Payment Agreements must be duly noted and authorised by a delegated officer.

Defaulted agreements will activate enforcement.

4.8 'Securing' Unsecured Debt (Sundry Debtors)

Depending on the circumstances Council will attempt to 'secure' unsecured debt via either obtaining directors guarantee (credit application), or other arrangement. If no security can be obtained, then proactive management of credit limit is expected.

4.9 Bankruptcy

Council will not declare itself as a creditor on bankruptcy applications to property based debts.

POL	DEBTORS MANAGEMENT	AFCS9
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4.10 Provision for Doubtful Debts - Debt Write-off

The requirement for a Provision for Doubtful Debts will be reviewed on an annual basis in accordance with Accounting Standards and consultation with the City's auditors.

Uncollectable debts recommended to be written off will be brought to Council as required but at least annually.

4.11 Reporting

Debt Management reports are to be prepared monthly and reviewed by senior management.

5. DEBTOR TYPES

5.1 Rates Debtors

All rates debtors are secured and will always be recovered, as they are deemed to be a charge on the land. Except where a ratepayer is entitled to defer the payment of their rates, Council will actively pursue the recovery of rates arrears as specified in the Local Government Act 1995, including the power to sell the land. Collection processes will be in accordance with the relevant documented procedures and work instructions.

5.2 Henderson Waste Debtors

This is by far the biggest source of revenue on credit for the City and appropriate controls have been developed to minimise the risk of financial loss. These have been categorised into the following:

- **Government/Semi-Government/Local Government**
Debtor will need to complete a continuing application for credit facility form. This document is used to provide some basic authorisation (similar to the issue of a purchase order number, which authorises the purchase of goods and services). Debtors in this category will be exempt from the need to review the credit applications every two years.
- **Limited Liability Organisations (ie. Pty Ltd Company's)**
Debtor will need to complete a continuing application for credit facility form and provide a personal guarantee securing credit.
- **Non-limited Liability Organisations (i.e. Partnerships / Sole Traders)**
Debtor will need to complete a continuing application for credit facility form. A guarantee securing credit is not required. The application for credit is to be authorised by the Manager of Financial Services.

POL	DEBTORS MANAGEMENT	AFCS9
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5.3 Infringement Debtors

An infringement that remains unpaid following the exhaustion of the formal debt recovery process followed by Council will be referred to the Fines Enforcement Registry within the statutory time limits.

5.4 General Debtors

There are many individual sources of income within this category and procedures are established for each. Collection processes will be in accordance with the relevant documented procedures and work instructions. If a general debtor does not respond to the formal debt recovery process followed by Council, then legal action may be commenced. Management will use their discretion to deny any delinquent debtor access to Council's services and facilities.

5.5 Building License Debtors

Credit may be extended to major building companies for charges raised for building approvals by the building department. These are secured by a minimum \$3,000 cash deposits or bank guarantee. Where these companies fail to pay and debts are aged in the category of 60 days, further licenses may not be issued. If a debt is aged in the category of 90 days the bond or bank guarantee can be transferred to cover or reduce any outstanding debt, where the Principal Building Surveyor has provided authorisation.

5.6 Firebreak Debtors

Under the Bushfires Act, the City can charge property owners for the construction of a firebreak when they fail to provide one themselves. Any infringement issued is separate and in addition to the charge for the firebreak construction. If the debt for construction is aged in the category of 90 days, the debt may be transferred against their property and collected in the same manner as outstanding rates.

5.7 Regular Facility & Reserve Hirers (Commercial or Community based)

A refundable deposit is obtained from regular hirers. When a debt is aged in the category of 60 days, Revenue Services will alert the initiating officer and recommend further access to the facility is denied. If a debt is aged in the category of 90 days the deposit may be used to reduce the outstanding debt. Any remaining balance is to be either referred to a debt collection agency or written off as is deemed appropriate.

5.6 SLLC Debtors

The South Lake Leisure Centre has four main types of debtors - Schools/Colleges, Insurance Companies/Rehabilitation Centres, Regular Commercial Hirers and Individuals. The SLLC Manager will

POL	DEBTORS MANAGEMENT	AFCS9
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manage debt recovery and can deny access to the facility, stop any further credit refer the debt to a debt collection agency or write off the debt with Council approval.

5.7 Lease Debtors

Payment terms are governed by the lease agreement and will be legally enforced if subject to non payment.

5.8 Development Contribution Debtors

There is sometimes a need to raise invoices for developer contributions that are a condition of subdivision. Work Procedures are to ensure planning approval is not given before the debt is paid.

DA	DEBTORS MANAGEMENT	AFCS9
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DELEGATED AUTHORITY CODE:	AFCS9
DIRECTORATE:	Finance & Corporate Services
BUSINESS UNIT:	Financial Services
SERVICE UNIT:	Property Rating & Revenue Services
RESPONSIBLE OFFICER:	Manager, Financial Services
FILE NO.:	FS/P/003
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	Policy AFCS9
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

FUNCTION DELEGATED:

The authority to write-off bad debts (other than rates & prescribed service charges)

CONDITIONS/GUIDELINES:

Authority applies to all debts owing to the City up to a maximum value of \$200 (other than rates and prescribed service charges)

AUTONOMY OF DISCRETION:

As provided under legislative requirements and the above conditions/guidelines.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

- S6.12 (1)(c) of the Local Government Act 1995
- Policy AFCS9 "Debtors Management" refers.

DELEGATE:

CEO

DELEGATE/S AUTHORISED:

Director, Finance & Corporate Services

POL	APPROVAL TO CONDUCT CIRCUSES	ACS3
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POLICY CODE:	ACS3
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Recreation Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	21 October 1997
DATE LAST REVIEWED:	21 October 2003
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS3
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	23 September 2003
OCM:	21 October 2003

BACKGROUND:

Council's The City's Policy of allowing Circuses with exotic animals to perform within its district has been reviewed on many occasions in an attempt to arrive at a policy acceptable to Council.

PURPOSE:

For Council to adopt a position that disapproves of Circuses with exotic animals as a form of entertainment within its District.

POLICY:

That Council the City allow circuses without exotic animals to operate on Council City controlled land subject to the following conditions:

- (1) The circus complies with current Western Australian legislation relevant to the welfare of animals, health and public buildings.
- (2) The circus demonstrating full compliance with all requirements of Public Liability Insurance. Certification must be presented with the application.
- (3) The circus is required to adhere to the Animal Welfare Act – Code of Practice for the conduct of circuses in Western Australia (March 2003) and should there be any breaches or claims of breaches brought to the attention of the

POL	APPROVAL TO CONDUCT CIRCUSES	ACS3
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City the matter will be referred to the Royal Society for the Prevention of Cruelty to Animals W.A. Inc.

- (4) The circus having in place a suitable Management Policy, Emergency Procedures and Safety Policy to ensure the full safety of the public to the satisfaction of Council.
- | (5) The circus owners provide to ~~Council~~ the City before the circus is held, a certificate from a Qualified Structural Engineer certifying that temporary structures including the seating and animal training performance cages are safe and secure.
- | (6) At the request of the City a traffic management plan be submitted to the City's satisfaction.
- | (67) Circuses be charged the appropriate ground fee and bond.

DA	APPROVAL TO CONDUCT CIRCUSES	ACS3
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DELEGATED AUTHORITY CODE:	ACS3
DIRECTORATE:	Executive Services
BUSINESS UNIT:	Executive Services
SERVICE UNIT:	Executive Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	CC/P/098
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	9 April 2009
ATTACHMENTS:	Policy ACS3
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	24 May 2012
OCM:	9 April 2009

FUNCTION DELEGATED:

Authority to approve Circuses performing on Council-City controlled land within the City of Cockburn.

CONDITIONS/GUIDELINES:

- (1) As provided for in Council Policy ACS3.
- (2) All transactions utilising this delegation are to be recorded in the Delegated Authority Portal System by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

AUTONOMY OF DISCRETION:

As provided under Conditions (1) and (2) above.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Council Policy ACS3 "Approval To Conduct Circuses" refers.

DELEGATE:

Chief Executive Officer.

DELEGATE/S AUTHORISED:

N/A

ADMINISTRATIVE POLICIES – COMMUNITY SERVICES

COMMUNITY WELFARE FUNDING	ACS1
APPLICATIONS TO COUNCIL FOR GRANT FUNDED PROJECTS (DELETED COUNCIL MEETING 11 AUGUST 2005)	ACS2
APPROVAL TO CONDUCT CIRCUSES	ACS3
REWARDS	ACS4
COMPLETION OF FIRE BREAKS	ACS5
VOLUNTEER FIRE FIGHTERS TRAINING	ACS6
DONATIONS TO SCHOOLS	ACS7
HIRE OF COUNCIL COMMUNITY CENTRES AND HALLS	ACS8
YOUTH ART SCHOLARSHIP PROGRAMME (DELETED COUNCIL MEETING 13 DECEMBER 2007)	ACS9
CRITERIA FOR AGREEMENTS FOR MANAGEMENT OF COUNCIL CLUB / CHANGE ROOMS	ACS10
YOUTH ACADEMIC ASSISTANCE	ACS11
SPORT AND RECREATION CLUB GRANTS	ACS12
EMERGENCY RELIEF FUND	ACS13

POL	COMMUNITY WELFARE FUNDING	ACS1
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POLICY CODE:	ACS1
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Community Development Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	15 April 1997
DATE LAST REVIEWED:	17 September 2002
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS1
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	17 September 2002

BACKGROUND:

In the past, Council the City has become aware of children whose parents / guardians have been unable to pay the enrolment fees associated with recreational programmes.

PURPOSE:

To ensure children in disadvantaged circumstances have access to school holiday programmes.

POLICY:

The Chief Executive Officer is empowered to authorise the payment of fees for the Children's Holiday Care Program for those disadvantaged children unable to pay the fees, from Council's General Donations and Grants budget allocation on receipt of a written statement from the Manager, Community Services.

POL	REWARDS	ACS4
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POLICY CODE:	ACS4
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Ranger & Community Safety Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	21 November 2000
DATE LAST REVIEWED:	17 September 2002
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS4
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	17 September 2002

BACKGROUND:

The original policy paid a \$200 reward to any member of the public, whereby information they provided lead to the conviction of vandals.

No such payments have been made to the knowledge of finance staff for over fourteen years.

It is believed that the word conviction may have been largely responsible for this as quite often these offences receive warnings or cautions. The appointment of a Safe City Coordinator will also allow this policy to be promoted.

PURPOSE:

The proposed changes bring a more flexible system which not only allows for rewards for the prevention or detection of a crime, but specifically provides incentive for our youth to perform acts of civic merit and to have these acts rewarded.

POLICY:

The system for rewarding people for good deeds. This is split into two levels, the higher level being for very serious crime issues or outstanding civic deeds and the lower level being for less serious crimes and general good civic deeds.

POL	REWARDS	ACS4
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- (1) To be eligible for an award a candidate must meet one of the following criteria:
 1. The perpetrator(s) of a crime are reported to the Police by a person in no way connected to the crime.
 2. The Police are satisfied that the person(s) identified has committed the crime and/or has been prosecuted for the crime.
 3. The candidate, in no way connected to the crime, provides authorities with information leading to the prevention of a crime.
 4. Civic Awards will be made to a person or persons who performs a deed well beyond that which would be normally expected.
- (2) All candidates for rewards must be recommended by either senior public figures such as School Principals, Councillors, JP's, senior Police Officers or Council staff so authorised.
- (3) A cash award of up to \$500 for high level matters; and
- (4) All relevant details of recipients will be recorded.

POL	COMPLETION OF FIREBREAKS	ACS5
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POLICY CODE:	ACS5
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Ranger & Community Safety Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	15 April 1997
DATE LAST REVIEWED:	17 September 2002
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS5
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	17 September 2002

BACKGROUND:

The Bush Fires Act requires ~~Council~~The City to be responsible for landholders to provide fire breaks in accordance with legal requirements.

PURPOSE:

To ensure all affected landholders are treated equitably and given ample opportunity to be made aware of their obligations under the relevant legislation.

POLICY:

- (1) If, following the initial inspection, fire breaks are not completed within fourteen (14) days of the reminder / warning notice being forwarded to land owners, an infringement notice be issued and ~~Council~~The City arrange for the construction of a fire break, with all associated costs to be borne by the land owner.
- (2) ~~Council~~The City advise contractors that extensions in time will not be allowed in accordance with (a) above.
- (3) Those landowners who have in previous years been issued with a fire break warning / reminder letter be immediately issued with an infringement notice should the properties be again detected during subsequent fire break inspections.

POL	COMPLETION OF FIREBREAKS	ACS5
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- (4) The infringement referred to in (c) above will be issued with an accompanying order to construct the necessary fire breaks within fourteen (14) days or ~~Council~~the City will enter upon the land to construct the fire breaks with all associated costs to be borne by the land owner.

POL	VOLUNTEER FIRE FIGHTERS TRAINING	ACS6
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POLICY CODE:	ACS6
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Ranger & Community Safety City Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	15 April 1997
DATE LAST REVIEWED:	14 July 2005
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS6
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	29 June 2005
OCM:	14 July 2005

BACKGROUND:

Council's Bush Fire Reference Group recommends the level of training required to be undertaken by volunteer fire fighters.

PURPOSE:

To ensure a consistent and uniform programme of training is provided to all new volunteer fire fighters.

POLICY:

That the minimum standards of training for all new fire fighters to be allowed on to a fire ground will be to the standard as specified by the Fire and Emergency Services Authority (FESA) as recommended by the Perth South Regional Training Committee.

POL	DONATIONS TO SCHOOLS	ACS7
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POLICY CODE:	ACS7
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Community Development
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	18 November 1997
DATE LAST REVIEWED:	17 September 2002
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS7
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	17 September 2002

BACKGROUND:

- (1) ~~Council~~The City receives requests from schools and Parents and Citizens Associations for donations.
- (2) ~~Council~~The City has for a number of years reimbursed schools for the cost of certain items/activities.

PURPOSE:

- (1) To set guidelines for dealing with requests for donations from schools and Parents and Citizens Associations.
- (2) To set guidelines for the reimbursement to schools of the costs of certain items/activities.

POLICY:

- (1) Application Criteria

All applications to ~~Council~~The City from Schools or Parents and Citizens Associations will only be considered if a contribution is made by the applicant and will only be eligible for funding by ~~Council~~The City if they meet one of the following criteria:

1. There is some element of shared responsibility by both the Education Department and ~~Council~~The City to the proposal.

POL	DONATIONS TO SCHOOLS	ACS7
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2. Where out of school hours usage by the general community is assured and for which there is an identified community need for the facility or activity.
3. The proposal is for extra-curricula activities taken on by students for which the students and Parents and Citizens Association are required to raise funds and the activity is clearly outside the Education Department's area of responsibility.

(2) Reimbursements

The following procedures will apply to requests from Schools for the reimbursement of costs for the items/activities designated.

1. Upon receipt of an invoice from the Principal of any school within the boundaries of the City of Cockburn, for the supply of sand to that school, the Manager – Community Services is authorised to reimburse the costs incurred for the supply and delivery, up to a maximum of 6m³ in any one year, with ~~Council~~The City's contribution recorded, in dollar value, as a donation.
2. Each school in the Municipality will be reimbursed the cost of one bus trip per year to the annual inter-school sports day with ~~Council~~The City's contribution recorded in dollar value as a donation.
3. ~~Council~~The City will reimburse the cost of a maximum of 20 trees and shrubs per year to schools upon receipt of an invoice from the Principal with ~~Council~~The City's contribution recorded in dollar value as a donation to a maximum of \$200.00 per financial year.
4. In the case of the ~~Council~~City undertaking work for the improvement of school sports grounds, such work will be charged at cost, provided that the school will contribute one-half of the total cost of the work done and give assurance the sports ground will be available to the general public out of school hours and ~~Council~~The City's contribution is recorded in dollar value as a donation.
5. ~~Council~~The City will reimburse to schools within the District the cost of a book for presentation as an annual student graduation prize. A Council representative, to be determined by the Mayor, will be invited to present the Award.

POL	HIRE OF COUNCIL COMMUNITY CENTRES & HALLS	ACS8
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POLICY CODE:	ACS8
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Recreation Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	18 November 1997
DATE LAST REVIEWED:	17 September 2002
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS8
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	17 September 2002

BACKGROUND:

Council The City provides a number of halls within the Municipality for use by the community.

PURPOSE:

To set guidelines for the use of community halls.

POLICY:

- (1) Council will establish a schedule of fees for the usage of Council's community centres and halls managed by the City which are affordable to community and private organisations and private individuals and at a level to cover at least operational costs.
- (2) Council will annually review the schedule of fees to ensure they meet the criteria of affordability and cost recovery.
- (3) Any reduction in fees for hall usage by community organisations will be shown as a donation in Councils financial records.
- (4) Council's Administration will develop and regularly review operational conditions of hire which are consistent with relevant legislation and Local Laws.

POL	CRITERIA FOR AGREEMENTS FOR MANAGEMENT OF <u>CouncilThe City's</u> CLUB/CHANGEROOMS	ACS10
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POLICY CODE:	ACS10
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Recreation Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	17 September 2002
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS10
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	17 September 2002

BACKGROUND:

CouncilThe City has both User Management Agreements and Lease Agreements in place for its club/change rooms. It has been a long standing position of Councilthe City that it subsidises the cost of providing sports activities for juniors with seniors being required to cover the cost of services provided to them. A Policy is required to reflect this view of Councilthe City in respect to the management and usage of club/change rooms.

PURPOSE:

To establish a clear position as to whether a User Management Agreement or Lease Agreement is required by Councilthe City with sporting club(s) and associations for the management of a particular club/change room.

POLICY:

- (1) CouncilThe City's preference for the management of its club change rooms is to enter lease agreements with an incorporated sporting club/association.
- (2) CouncilThe City will enter User Management Agreements with sporting clubs or Associations provided that they meet all the following criteria:
 - Are incorporated.
 - Do not have any paid players or could be considered in any way a professional or semi professional club.

POL	CRITERIA FOR AGREEMENTS FOR MANAGEMENT OF COUNCIL <u>THE CITY'S</u> CLUB/CHANGEROOMS	ACS10
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- Do not have a liquor license and agree that they will not apply for a liquor license.

- | (3) ~~Council~~The City will enter lease arrangements with sporting clubs or Associations for the use of premises if they meet any of the following criteria:
- Are incorporated.
 - Have paid players or can be considered in any way a professional or semi professional club.
 - Operate or wish to operate with a liquor license from the premises.

POL	YOUTH ACADEMIC ASSISTANCE	ACS11
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POLICY CODE:	ACS11
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Community Development
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	16 March 2004
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS11
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	19 February 2004
OCM:	16 March 2004

BACKGROUND:

This proposal is developed in response to enquiries from young people for assistance toward travel costs associated with attendance at special interstate and international academic events.

PURPOSE:

To allocate funds for youth residing in the City of Cockburn to attend academic events.

POLICY:

(1) Applicants must:-

1. be either studying full-time or part-time at an education institution recognised by the State or Commonwealth Government, and;
2. be 21 years of age or younger, and;
3. reside within the City of Cockburn

(2) Applications must:-

1. be in writing, advising of when the event is to occur and the costs likely to be paid by the Applicant as a result of participation in the event, and;

POL	YOUTH ACADEMIC ASSISTANCE	ACS11
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2. include written evidence of selection or participation by the applicant from the organising group or a representative of the academic body with which the student is associated.
- (3) The funds are available for travel assistance to a maximum of \$350 to any one individual for an event, with the actual amount to be determined at the discretion of the Delegated Officer in consideration of the overall cost of the travel.

POL	EMERGENCY RELIEF FUND	ACS13
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POLICY CODE:	ACS13
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Community Development
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	13 October 2011
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	ACS13
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	22 September 2011
OCM:	13 October 2011

BACKGROUND:

The establishment of an Emergency Relief Fund is to cater for sudden and dramatic emergencies, where the provision of financial assistance is required for humanitarian relief. Council has for a number of years made donations to events that could be considered disasters.

PURPOSE:

To set appropriate guidelines for officers, in consultation with the Mayor to make a financial donation towards emergency relief, if and when, an emergency (disaster) arises.

POLICY:

- (1) Funds for an emergency/disaster which meet the following criteria shall be drawn from the Emergency Relief Fund.
- (2) Situation 1: Where a *State of Emergency Declaration* is made by either a Hazard Management Agency or relevant Minister of Western Australia.
 - The Delegated Officer in consultation with the Mayor can award a donation of up to \$15,000 to the relevant relief fund.

POL	EMERGENCY RELIEF FUND	ACS13
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- (3) Situation 2: Where an emergency occurs within Western Australia and a *State of Emergency Declaration* is not made but the emergency/disaster is deemed significant by both the Mayor and the Delegated Officer.
 - The Delegated Officer in consultation with the Mayor can award a donation of up to \$10,000 to the relevant relief fund.
- (4) Situation 3: Where an emergency occurs outside the jurisdiction of the State of Western Australia and a *State of Emergency Declaration* is made.
 - The Delegated Officer in consultation with the Mayor can award a donation of up to \$15,000 to the relevant relief fund.
- (5) Situation 4: Where an emergency occurs outside the jurisdiction of the State of Western Australia and a *State of Emergency Declaration* is not made but the emergency/disaster is deemed significant by both the Mayor and the Delegated Officer.
 - The Delegated Officer in consultation with the Mayor can award a donation of up to \$10,000 to the relevant relief fund.
- (6) Situation 5: When an Emergency or Disaster occurs but does not meet the criteria of situation 1- 4.
 - The Delegated Officer in consultation with the Mayor can award a donation of up to \$5,000 to the relevant relief fund.
- (7) The funds are available for donation to the relevant relief fund can be awarded to the maximum stated under each situation. The actual amount is to be determined at the discretion of the Delegated Officer in consultation with the Mayor in consideration of the overall estimated cost of relief and unique circumstances for each specific emergency/disaster.

POL	MEDIA ACTIVITY	SCS1
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POLICY CODE:	SCS1
DIRECTORATE:	Community Services
BUSINESS UNIT:	Corporate Communications
SERVICE UNIT:	Public Relations
RESPONSIBLE OFFICER:	Manager, Corporate Communications
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	15 April 1997
DATE LAST REVIEWED:	14 December 2006
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	SCS1
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	8 November 2006
OCM:	14 December 2006

BACKGROUND:

The City of Cockburn receives many media enquiries each week and many matters of interest to the community, which require a proactive and dedicated liaison with the media.

PURPOSE:

To ensure that the media receive prompt and professional responses from the City, and full details of all issues relating to Council activities, in order that they are promoted to the community in a balanced way.

POLICY:

- (1) All public statements on behalf of the Council shall be issued by the Mayor or the Chief Executive Officer if the Mayor agrees, pursuant to Section 5.41(f) of the Local Government Act, 1995, with the further understanding that the Chief Executive Officer may refer any issue to any of the following officers for comment, when appropriate:-
 - Divisional Directors
 - Departmental Managers
 - Manager, Corporate Communications
 - Media and Communications Officer

POL	MEDIA ACTIVITY	SCS1
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- (2) Statements made by CouncillorsElected Members are to be identified as their opinions only and do not necessarily represent the position of Council.
- (3) Routine Media Activity shall be handled by the Media Liaison Officer (reporting where necessary to the Manager, Corporate Communications). Routine Media Activity shall include but not be restricted to:
 - Pro-active Press Releases of departmental activities
 - Liaison with journalists to provide background information of activities already being handled by the Media.
 - Follow-up of material printed in newspapers by other sources such as Letters to the Editor.
 - Liaison with printed and electronic Media as required to best promote Council and Community activities.
 - Develop and retain good working relationships with relevant media.
- (4) The Media and Communications Officer shall be the primary contact for journalists and Media personnel who attend Council and other meetings. This will include but not be restricted to:
 - Provide local press with Minutes and Agenda papers prior to the Council meeting.
 - Assist members of the Media with follow-up information from Council meetings and on other matters of interest, in consideration of their deadlines.
 - Attend Council meetings (when required) to be present in the Media Gallery as the link between the Media and Council.
 - Liaise with Media related personnel (such as contract photographers) and provide them with the support and contacts required for a specified task.
- (5) Specified Media activities where the nominated Council Officers will work in tandem with the Mayor and/or Chief Executive Officer include but are not restricted to:
 - Any item of a controversial nature, being dealt with by Council, or potentially an issue to be dealt with by Council.
 - Matters before a Committee which are being pursued by the Media.
 - Major pro-active announcements on Council direction/s.
- (6) Divisional Directors and Departmental Managers will assist the process of Media liaison by:
 - Ensuring information and support is available to the relevant Officer, when researching material required by the Media.
 - Provision of relevant expertise and co-operation to relevant Officer and/or the Media when appropriate approval/delegation has been obtained.

POL	MEDIA ACTIVITY	SCS1
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- (7) Media, especially local press, to be included on guest lists where their presence could have a supportive or relationship building effect. For example:
- Liaise with Mayor for Media attendance at relevant functions.
 - Professional body's awards, launches, accreditations etc.
 - Citizenship ceremonies
- (8) Media activity will support and follow Council's Strategic Plan and Plan for the District, enacting such events that will complement Councils public image and promotion of services for residents.
- (9) The following strategy shall apply for day-to-day dealings with the local press, in association with the overall Media Activity policy.
- Forward by mail or other means, appropriate documents to Journalists in readiness for Council meeting, prior to the meeting.
 - The Mayor, Chief Executive Officer or delegated Officer/s to be available to receive requests and provide appropriate background and follow-up to Journalists on current issues.
 - Requests from Journalists will be responded to promptly and where possible, not delaying the information sharing process by lengthy waits on meeting outcomes.
 - Councillors/Elected Members and staff will at all times endeavour to project a truthful, positive and informative response to enquiries, in accordance with existing procedures and protocols.
 - Efficiency monitoring of Media Liaison to be considered an ongoing process with built in performance indicators as developing needs demand.

POSITIONS STATEMENTS - COMMUNITY SERVICES

ACCESS AND EQUITY	PSCS1
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AVAILABILITY OF COUNCIL INFORMATION	PSCS3
COMMUNITY ACCESS TO COUNCIL BUSES AND PEOPLE MOVERS (12 SEATER AND ABOVE)	PSCS4
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MAINTENANCE OF KINDERGARTENS (COMMUNITY BASED)	PSCS11
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PUBLIC ART IN THE CITY OF COCKBURN	PSCS16
SPONSORSHIP - INCOMING	PSCS17

POS	ACCESS & EQUITY	PSCS1
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POSITION STATEMENT CODE:	PSCS1
DIRECTORATE:	Community Services
BUSINESS UNIT:	Human Services
SERVICE UNIT:	Disability Services
RESPONSIBLE OFFICER:	Manager, Human Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	9 April 2009
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	9 April 2009

BACKGROUND:

The introduction of various forms of legislation relating to disability services, equal opportunity and anti-discrimination have made it essential for public authorities to clarify how they are addressing these issues

PURPOSE:

The City of Cockburn aims to maintain and improve the quality of life of its residents by creating an accessible and inclusive community in which information, services, facilities, decision-making processes and other activities are open and available to all residents, and in which resources are distributed equitably according to need.

POSITION:

- (1) The City of Cockburn acknowledges its leadership role in the community by demonstrating its commitment to social justice principles. (Definitions of the concepts referred to in this Position Statement are provided in Section 2 of this document).
 1. Planning and Development
 - (a) Supports the inclusion of social justice principles into its strategic plan and all other planning and development processes and activities.
 - (b) Supports local area needs based planning which reflects community needs and priorities.

POS	ACCESS & EQUITY	PSCS1
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- (c) Recognises that while some services may be provided for all residents, they may not be equally accessible if they are uniformly designed and delivered. The Council therefore supports an approach which reflects community diversity when planning for social, physical and economic infrastructure.
- (d) Recognises the need to plan and develop services in a way which counters racist, ageist, sexist and other discriminatory role stereotyping, eg. women as carers, the aged and disabled as passive and dependent.
- (e) Recognises that certain groups in the community have specific needs and, therefore, may allocate resources according to need to reduce inequalities amongst its residents.
- (f) Supports representation of residents, reflecting community diversity, in planning and development processes.

2. Participation

- (a) Endeavours to ensure that all residents have equal opportunity to participate in Council activities and decisions that affect their lives.
- (b) Recognises the value of creating opportunities for all residents to participate in Local Government elections, as voters and candidates, and in all other political processes.
- (c) Endeavours to minimise physical, attitudinal, social, economic and institutional barriers that prevent participation by individuals and groups in community life.

3. Information and Communication

- (a) Endeavours to provide universally accessible information to members of the community which is appropriate to the culture, language, and ability of residents.
- (b) Endeavours to provide information to residents about their rights and mechanisms for addressing grievances and concerns.
- (c) Supports community education in relation to the role of Local Government and electoral procedures.
- (d) Supports training of staff in the use of translating and interpreting services, both internal and external, to assist staff communicate with residents.

POS	ACCESS & EQUITY	PSCS1
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- (e) Encourage multi-lingual and other staff to use and develop their communicating skills, in accordance with Council guidelines, to assist Council in its activities.

4. Community Relations

- (a) Promotes harmonious community relations and is committed to the elimination of all forms of racism and other discrimination within its community.
- (b) Supports cultural maintenance and development as a way of enhancing personal growth, quality of life and community diversity.
- (c) Promotes self-development of its residents by creating and enhancing opportunities for independence, choice and self-determination, aimed at maintaining and improving quality of life.

5. Training and Development

- (a) Supports the training of Council representatives to improve understanding of the requirements of groups with additional needs , and enhance service delivery.
- (b) Encourages Council representatives at all levels to be aware of community diversity and the subsequent implications for policy information, program design and service delivery.

(2) DEFINITIONS

1. Access

Equal opportunity for all residents to participate in Council activities. This includes access to services, programs, facilities, decision-making processes, and entitlements.

2. Equity

Fair distribution of resources and opportunities according to need and access to decision-making processes.

3. Participation

Participation in decision-making about matters affecting people's lives.

4. Rights

Relates to the entitlement to justice for all individuals and includes freedom of assembly, speech, beliefs, and information.

POS	ACCESS & EQUITY	PSCS1
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5. Community Relations

Is concerned with how people interact and relate to each other as individuals and as a community.

6. Culture

Ideas, beliefs, values, knowledge, and experiences which influence the way in which people behave and relate.

7. Ethnicity

Refers to a person's racial, cultural, and/or linguistic heritage. It has become commonly used to refer to someone from a background other than English-speaking, although everyone has an ethnic background.

8. Social Justice

Refers to the right of all people to equality of treatment and opportunity and the removal of barriers preventing access and equity.

Four main principles underpin the concept of Social Justice. These are: Access, Equity, Participation and Rights.

9. Disability Access and Inclusion Plan (DAIP)

The Disability Services Act 1993 (amended 2004) requires that all public authorities develop and implement a DAIP. The City of Cockburn's DAIP, available at <http://www.cockburn.wa.gov.au>, outlines how the City will work to enable persons with disabilities to have equal access to its facilities and services.

10. Inclusion

The concept that individuals and groups in a community make accommodation to include people with additional needs in everyday social and economic life, without qualification.

NOTE: These definitions are based on definitions provided by State and Federal Government Departments and the Western Australian Local Government Association.

POS	APPLICATIONS BY COUNCIL <u>THE CITY</u> FOR EXTERNAL GRANT FUNDING	PSCS2
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POSITION STATEMENT CODE:	PSCS2
DIRECTORATE:	Community Services
BUSINESS UNIT:	Human Services
SERVICE UNIT:	Family Services
RESPONSIBLE OFFICER:	Manager, Human Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	9 April 2009
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	9 April 2009

BACKGROUND:

~~Council's~~ The City's administration is often notified of funding schemes made available for programmes which can be provided in the community from externally funded sources.

PURPOSE:

To ensure all optional funding sources, which have an identified application to the Cockburn community can be expeditiously accessed and that a component of the Grant recognises (in part) the City's overheads in administering these funds.

POSITION:

- (1) ~~Council~~ The City submit applications for Grant funds from external sources for any identified community service or facility which will benefit all or any part of the Cockburn community.
- (2) Applications for external grant funding are to include a minimum administration charge of 10% of the operating expenditure component of the funds being sought, in partial recognition of the cost contribution made by the City of Cockburn, as a sponsoring authority of external funding organisations.

POS	AVAILABILITY OF COUNCIL INFORMATION	PSCS3
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POSITION STATEMENT CODE:	PSCS3
DIRECTORATE:	Community Services
BUSINESS UNIT:	Corporate Communications
SERVICE UNIT:	Customer Services
RESPONSIBLE OFFICER:	Manager, Corporate Communications
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	17 September 2002
DATE LAST REVIEWED:	13 September 2007
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	13 September 2007

BACKGROUND:

Section 5, Division 7 of the Local Government Act, 1995, provides for the accessing of Council held information.

PURPOSE:

To provide a procedure by which Council information can be uniformly accessed.

POSITION:

(1) Agendas and Minutes

All documents which are to be tabled at Council meetings (with the exception of those referring to discussions which may be held "behind closed doors") will be available for public inspection at the same time that they are made available to Elected Members. In practice this will make documents publicly available on the Friday (from 8.30am) of the week prior to which the relevant meeting occurs. Full minutes will be available to the public no later than 10 days after a Council meeting. Copies of these documents will be displayed at the Council offices in Coleville Crescent, Spearwood and in the Council's City's Public Libraries.

(2) Availability of Copies

Copies of Council Agendas and Minutes are available as follows:-

POS	AVAILABILITY OF COUNCIL INFORMATION	PSCS3
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- [1] Persons known to have a direct involvement in any item of Council business may receive one copy of the item at no cost. Such copies may be faxed or e-mailed to persons, where the facility is available.
- [2] Other copies are available at a cost as determined by Council from time to time.
- [3] On the City's web site.

(3) Other Public Documents

Council provides public availability, on request, to the following documents as they are released:

- (a) Code of Conduct for Elected Members and Employees;
- (b) Register of Financial Interests for Elected Members and Employees;
- (c) Annual Report;
- (d) Annual Budget;
- (e) Schedule of Fees and Charges;
- (f) Plan for the Future of the District;
- (g) Local Laws and other subsidiary legislation;
- (h) Written laws of the State of Western Australia in respect of which local government has a power or duty to enforce;
- (i) Rates Record (with the exception of information omitted for the protection of a person(s));
- (j) Minutes of Electors' Meetings;
- (k) Business Plans in relation to Commercial Enterprises;
- (l) Owners and Occupiers Register and Electoral Rolls;
- (m) Contracts for CEO and Senior Employees (with the exception of name, address, details of bank or financial institution and other personal details of these employees;
- (n) Register of Authority Delegated to Committees;
- (o) Register of Authorities Delegated to the CEO and employees, and relevant records;
- (p) Register of Electoral Gifts;
- (q) Register of Token Gifts;
- (r) Register of Tenders Received.

Other information classed as being confidential will not be made available for public inspection unless by resolution of Council.

| (4) ~~Council~~ The City's Web Site

| Where information is provided on Council's web site, any related advertising will include reference to ~~Council's~~ the City's web page address.

POS	COMMUNITY ACCESS TO COUNCIL CITY BUSES AND PEOPLE MOVERS (12 SEATER & ABOVE)	PSCS4
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POSITION STATEMENT CODE:	PSCS4
DIRECTORATE:	Community Services
BUSINESS UNIT:	Human Services
SERVICE UNIT:	Family Services
RESPONSIBLE OFFICER:	Manager, Human Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Lotterywest has requested that the City of Cockburn develop a position to allow community access to the buses they fund. As a result the following Position Statement has been developed to allow for local community use of buses purchased with funds received from Lotterywest.

PURPOSE:

For Council to adopt a position for community groups and organisations to hire buses and people movers (12 seater and above) operated by the Human Services Department.

POSITION:

That Council allows community access to its bus fleet subject to the following conditions:-

- (1) Groups and organisations that will be eligible to apply for use of a community bus will be non-profit, incorporated bodies that provide services for the benefit, primarily, for the residents of Cockburn.
- (2) Groups and organisations must nominate in writing a driver or drivers with the required licence or licences that are valid and ensure that the licence or licences remain valid whilst the person is in charge of any bus(es) or people movers for approval by the City.
- (3) Groups and organisations must have their own public liability insurance.

POS	COMMUNITY ACCESS TO COUNCIL -CITY BUSES AND PEOPLE MOVERS (12 SEATER & ABOVE)	PSCS4
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- (4) Bonds and fees for the use of a bus will be in accordance with fee schedule adopted by Council.
- (5) Usage of buses or people movers will be for metropolitan area only.
- (6) The conditions of hire be established by the Chief Executive Officer.

POS	DONATIONS TO LIBRARY SERVICE	PSCS5
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POSITION STATEMENT CODE:	PSCS5
DIRECTORATE:	Community Services
BUSINESS UNIT:	Library Department
SERVICE UNIT:	Library Services
RESPONSIBLE OFFICER:	Manager, Libraries
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	
VERSION NO.	

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Council City Libraries are offered donations of items suitable for display or borrowing from members of the public.

PURPOSE:

To establish an understanding that such items may be kept, displayed and/or disposed of at the express discretion of City of Cockburn, through its Library Management.

POSITION:

The City of Cockburn Public Library & Information Service will receive donations of books and other library and related materials from members of the public and from organisations.

Donations will be accepted on the understanding that the material donated becomes the property of the City of Cockburn Public Library & Information Service. The Service 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 Manager : Libraries / City 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.

This policy will be brought to the attention of donors and potential donors.

POS	DONATIONS TO LIBRARY SERVICE	PSCS5
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Donations : Special and/or Significant Collections or Items

In particular circumstances the City of Cockburn Public Library & Information Service may be offered donations of significant items or significant collections which may be subject to particular conditions. Such conditions may include special or secure storage, or a requirement that the item be retained by the Library, or that a collection remain as an entity.

In these circumstances the Library may accept such donations subject to the following conditions.

- The items or collection are of interest or value to the City or the Library Service
- That adequate space and suitable storage is available
- That in the event of special storage being required the Library can be assured of access to the resources necessary to provide that storage
- Where special resources are required the donation will not be accepted until either ~~Council~~the City or the donor, or some combination of each, or other party agrees to provide the required resources
- That in all cases where special conditions requested by the donor apply a formal agreement between donor and the Library Service will be entered into
- Where no satisfactory agreement can be reached the donation will be declined.

In all cases potential donors will be encouraged to consider making their donation under the conditions of the Library's general donations policy.

POS	ELECTORAL SIGNS	PSCS6
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POSITION STATEMENT CODE:	PSCS6
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Ranger & Community Safety
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

This Position Statement was introduced as a result of a proliferation of electoral signs on public property which were not compliant with Council By-laws.

PURPOSE:

To eliminate unsightly and illegal advertising on Council controlled property.

POSITION:

- (1) No electoral signs other than Councils are permitted to be erected within the City of Cockburn and electoral signs on the road verges shall be confiscated and expenses incurred in so doing shall be charged to the person erecting or responsible for erection.
- (2) Notwithstanding the provisions of (a) above, electoral advertising be permitted in Shopping Centres and on private property, subject to the permission of the property owners.

POS	FINANCIAL ASSISTANCE TO LOCAL ORGANISATIONS	PSCS7
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POSITION STATEMENT CODE:	PSCS7
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Recreation Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	13 December 2007
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	13 December 2007

BACKGROUND:

Many approaches are made by local organisations seeking substantial sums from ~~Council~~The City for capital works to the facilities controlled or owned by the applicant. ~~Council~~The City has sought to clarify its position in respect to these requests.

PURPOSE:

To establish guidelines for consideration of requests for significant grants from organisations for capital works projects such as building construction, building modifications, equipment, ground works and the like.

POSITION:

~~Council~~The City will consider requests for grants in excess of \$25,000 from organisations for capital works if they meet the following criteria:

- (1) The applicant organisation facility for which funds are sought must be within the City of Cockburn municipal area.
- (2) The project must have a clearly identified community benefit.
- (3) The facility for which the grant is sought must be owned, managed or controlled by the City or be the property of an incorporated not for profit organisation.

POS	FINANCIAL ASSISTANCE TO LOCAL ORGANISATIONS	PSCS7
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- (4) The organisation must show evidence of having sought funds from other sources if available.
- (5) The organisation must have a demonstrated ability to manage its affairs to a high standard and the financial resources to maintain its facilities and services over time.
- (6) The funds sought will not be used for a purpose that replicates that provided by another organisation in the area.
- (7) The project does not conflict with the requirements of section 3.18(3) of the Local Government Act 1995.

The following information will need to be provided by applicants for consideration of requests for funds.

- Type of Organisation(eg recreation, health, welfare, Arts/culture, youth education/training etc)
- Organisational membership and usage.
- Nature of service/ facility provided.
- Project details including design, planning, costing, time frame, project management
- Demonstrated community benefit and need.
- Financial position of applicant
- Business plan for the project demonstrating financial viability
- Detailed project budget demonstrating funding sources
- On going operational management
- Existing services and facilities of a like nature in the area or region

POS	INSIDE STAFF UNIFORMS	PSCS8
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POSITION STATEMENT CODE:	PSCS8
DIRECTORATE:	Community Services
BUSINESS UNIT:	Corporate Communications Services
SERVICE UNIT:	Customer Services
RESPONSIBLE OFFICER:	Manager, Corporate Communications
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

~~Council determined that n~~Nominated front counter ~~and other~~ staff ~~as deemed appropriate by the Chief Executive Officer from time to time~~ should be identifiable with the City of Cockburn.

PURPOSE:

To promote a professional and neat appearance of ~~Council~~City staff to the public.

POSITION:

Personnel ~~described in the 'Background' above are~~ required to ~~act in the position of receptionist/cashier at the upstairs and downstairs front counters are required to~~ dress in a uniform supplied by ~~Council~~City.

POS	JOINT DEVELOPMENT OF COMMUNITY FACILITIES	PSCS9
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POSITION STATEMENT CODE:	PSCS9
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Community Development Services
RESPONSIBLE OFFICER:	Manager, Recreation Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Traditionally, public authorities have been responsible for the provision of community based facilities and, therefore, the provision of these have been entirely dependent on the ability of publicly provided funds.

PURPOSE:

To encourage proponents of community facilities to negotiate the provision of these facilities with Council on a resource shared basis.

POSITION:

Council supports the concept of joint development of community facilities with other contributing organisations.

POS	LIBRARY INTERNET USE	PSCS10
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POSITION STATEMENT CODE:	PSCS10
DIRECTORATE:	Community Services
BUSINESS UNIT:	Library Services
SERVICE UNIT:	Library Services
RESPONSIBLE OFFICER:	Manager, Libraries
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Since the installation of the Internet service at Spearwood Library in 1997 a position on its use has been maintained by Council.

PURPOSE:

Due to technological advances and the changing needs of the community, the City of Cockburn Public Library & Information Service is endeavouring to satisfy the informational, educational, recreational and cultural needs of the community by providing electronic access to relevant up to date information. Consequently, free access to the World Wide Web (WWW) on the Internet is available to those users who agree to abide by the library's conditions.

POSITION:

The Library & Information Service does not monitor and has no control over the information accessed through the Internet and cannot be held responsible in any way for its content. As with all other library materials, any decision with respect to a child's access to the Internet is the responsibility of the parent or guardian of that child.

The Internet offers access to many valuable local, national and international sources of information. However, some information found on the Internet may be inaccurate, incomplete, dated or offensive to some individuals. Users must evaluate for themselves the validity and appropriateness of information found. The library cannot be held responsible for any consequential problems or damage that may arise as a result of its use.

POS	LIBRARY INTERNET USE	PSCS10
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The functions of email and file transfer (ftp) will not be available on the library computer.

Users must at all times respect copyright laws and licensing agreements and abide by general rules of acceptable Internet conduct. Misuse of the library computer or the Internet will result in a loss of computer privileges.

Technical problems beyond the control of the library may arise and therefore connection time cannot be guaranteed. Unfortunately in such instances the user will lose his or her booked time.

While this position will endeavour to be implemented with consistency, due to the ever-changing nature of the Internet, all positions, rules and conditions are subject to change without notice and at the discretion of the Library Management.

POS	REPLACEMENT OF CRICKET PITCH ARTIFICIAL TURF	PSCS13
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POSITION STATEMENT CODE:	PSCS13
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Recreation Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Council has, in the past, been in conflict with community cricket clubs over the replacement of synthetic pitch surfaces.

PURPOSE:

To ensure a reasonable standard and fair share of costs are applied when the necessity for replacement of artificial cricket pitch surfaces arises.

POSITION:

- (1) All new cricket wicket artificial turf installed in the City of Cockburn henceforth, will be the 12.5mm pile carpet.
- (2) If a cricket wicket turf is of the 12.5mm pile and 5 years old and subject to regular wear and tear, then funds are to be drawn from the reserve maintenance fund to cover the entire cost of replacement, upon request from the club, association, and recommendation from Council maintenance staff.
- (3) If a cricket wicket is of the 9mm pile and three years old and subject to regular wear and tear then funds be drawn from the reserve maintenance fund to cover the entire cost of replacement upon request from the club, association and recommendation from Council maintenance staff.

POS	REPLACEMENT OF CRICKET PITCH ARTIFICIAL TURF	PSCS13
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- (4) If any pitch is less than 3 years old and requested to be replaced, excepting damage from vandalism, that a contribution from the club be made towards its replacement, with Council's contribution being up to 50%.

POS	VOLUNTEER FIRE FIGHTERS TELEPHONE EXPENSES	PSCS14
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POSITION STATEMENT CODE:	PSCS14
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Ranger & Community Safety Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Council holds a list of Volunteer Fire Fighters who are reimbursed telephone expenses incurred as a result of Brigade activities.

PURPOSE:

To ensure any volunteer who is entitled to claim telephone expenses is correctly reimbursed.

POSITION:

Any Brigade member seeking reimbursement of telephone expenses as a result of brigade activities is to provide the relevant telephone accounts as evidence of expenses claimed.

POS	GRAFFITI RESPONSE – NON-COUNCIL CITY OWNED PROPERTY	PSCS15
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POSITION STATEMENT CODE:	PSCS15
DIRECTORATE:	Community Services
BUSINESS UNIT:	Community Services
SERVICE UNIT:	Ranger & Community Safety Services
RESPONSIBLE OFFICER:	Manager, Community Services
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

The Community Needs Survey 2000 identified vandalism and graffiti, particularly of public property, as one of the major issues of concern within the community. Currently Council addresses such issues as they are identified and reported to the extent that available resources allow.

PURPOSE:

To provide a process by which the removal of graffiti from public facilities and private property can be adequately and uniformly addressed in order for Council the City to demonstrate its commitment to creating an attractive environment.

For the purposes of this Statement "Non Council City Owned Property" refers to all property which is owned or managed by any other public or Government authority, or private owner and is located within the Municipality. It only refers to structures or equipment located on a property, which is clearly visible from a public area and where reasonable access is provided to Council's the City's contractor.

POSITION:

- (1) Subject to Clause (3) of this Policy, graffiti of an offensive nature will be removed from all non Council City owned property within two (2) working days of notice being provided to Council the City, if possible;
- (2) Subject to Clause (3) of this Policy, graffiti of a non offensive nature will be removed from all non Council City owned property within five (5) working days of notice being provided to Council the City, if possible;

POS	GRAFFITI RESPONSE – NON-COUNCIL CITY OWNED PROPERTY	PSCS15
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- (3) ~~Council~~The City will remove graffiti free of charge (subject to the conditions set out in 7) to private property owners, in circumstances only where the Graffiti is applied to a surface, which is clearly visible from any public area and where the aesthetic of the area is compromised. In these circumstances, ~~Council~~the City will require the property owner to provide it with a "Notice of Waiver" to enable the necessary repairs to be undertaken to pre-determined standards, without the potential for liability claims;
- (4) The cost of such graffiti removal will not exceed \$400.00 on any single occasion and a maximum of \$1200.00 in any one financial year. Should the costs exceed these stipulated amounts the owner will be required to contribute the outstanding amount or to cause the Graffiti to be removed in accordance with ~~Council~~the City's Local Laws;
- (5) ~~The City~~Council will provide a Graffiti "hotline" number for the public reporting of incidents of graffiti to all ~~Council~~City and other property;
- (6) ~~Council~~The City will seek the cooperation of all government or publicly managed service providers for either an annual contribution or an as required pre-determined cost for service towards graffiti removal to their property if the incident results in the damage being able to be viewed from a public place. In these circumstances, the authority to deal with incidents of graffiti to non-~~Council~~City controlled public property will be delegated to ~~Council~~the City from each authority involved. ~~Council~~The City will endeavour to establish a pro-forma agreement with each authority in order to provide a consistent approach to this arrangement. A suitable costing and accounting system will be administratively established to manage this system.
- (7) Subject to the acceptance of the conditions outlined in (6) above by participating public services, ~~Council~~the City will attend to the necessary repairs and maintenance associated with making good graffiti to non-~~Council~~City owned public property within the normally accepted time frames associated with this Position Statement.
- (8) All cases of graffiti damage made known to ~~Council~~the City will be reported to the Police, through an established administrative process. This will enable Police Department records to be continually updated and susceptible areas targeted for Police response. This reporting process will involve the photography of all graffiti prior to its removal as evidence for the Police.
- (9) ~~Council~~The City's Ranger Services Unit will ensure that it stringently applies its Local Laws relating to graffiti removal on private property, in instances where a property owner opts not or fails to conform to ~~Council's~~the City's requirements or standards.

POS	GRAFFITI RESPONSE – NON- COUNCIL - <u>CITY</u> OWNED PROPERTY	PSCS15
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- (10) ~~Council's~~ The City's Customer Services Unit will support this initiative by ensuring extensive promotion of ~~Council's~~ the City's commitment in addressing incidents of graffiti and encouraging the public and community groups to report such instances through all channels available in accordance with this Position Statement.
- (11) ~~Council's~~ The City's Safer City budget will provide funds to remove graffiti from surfaces as deemed necessary.

POS	PUBLIC ART IN THE CITY OF COCKBURN	PSCS16
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POSITION STATEMENT CODE:	PSCS16
DIRECTORATE:	Community Services
BUSINESS UNIT:	Corporate Communications Services
SERVICE UNIT:	Cultural Services
RESPONSIBLE OFFICER:	Manager, Corporate Communications
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	21 October 2003
DATE LAST REVIEWED:	9 July 2009
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	9 July 2009

BACKGROUND:

The City of Cockburn undertakes public art commissions in the context of a Public Artworks Strategy.

The City's Corporate Strategic Plan will be the guiding reference point for this Strategy through these relevant key areas:-

Lifestyle and Aspiration Achievement-

1. "To foster a sense of community spirit within the district generally and neighbourhoods in particular."
2. "To conserve the character and historic value of the human and built environment."

This statement will guide future public art programs and encourage a more unified approach to such projects which will encourage ownership of public space by the community and will assist in defining a unique cultural, natural and built environment.

The statement will be applicable to City of Cockburn funded projects, externally funded projects, joint collaborations, and those initiated by development within the City.

This statement will assist in achieving the following:-

- Develop and enhance a sense of place, pride and ownership of public spaces.
- Improve the quality and design of public spaces.
- Contribute towards the development of Cultural tourism opportunities
- Give added meaning to Cockburn's unique environment, history and multicultural community.

POS	PUBLIC ART IN THE CITY OF COCKBURN	PSCS16
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PURPOSE:

To establish a set of guidelines for the City to conform with in the commissioning of Public Art projects and to endow the City with a vibrant and vigorous artistic texture making the City of Cockburn an enjoyable place to live, work & visit.

POSITION:

- (1) The focus of the Position Statement is on the public domain and the selection and enhancement of sites of civic, cultural or heritage significance, in accordance with the Public Artworks Strategy prepared by the City.
- (2) Commitment will be given to:-
 1. The development and implementation of a council initiated program of ongoing public art commissions by placing funds on its Annual Budget for this purpose.
 2. The integration of art with a particular site, through relevance and meaningful connections between the work and the site.
 3. The involvement of artists into the early stages of the planning and design process of identified and relevant projects in order to more successfully ensure the integration of the art with the site.
- (3) Implementation of this will occur by:-
 1. Including public art as an integral component in identified capital works projects undertaken by council (similar to that of the State Governments percent for art scheme where 1% of the building costs are attributed to artworks).
 2. The Cultural Reference Group providing guidance for all public art commissions, acquisitions, gifts and bequests and projects proposed to council.
 3. Sourcing funding from both internal and external sources.
- (4) Types of public artworks will include:
 1. Integrated – Artworks which are integrated as permanent and vital elements to the infrastructure of a location, either as part of the architectural form or as applied functional treatments.
 2. Site Specific – These works are designed to encourage the observer to respond and identify with the physical dimensions of a specific location including historical, environmental and natural/built forms.
 3. Community Art – Artworks that are created with an artist in consultation with community groups.
 4. Ephemeral/Temporary Art – Installed for a short time in a location or locations to reflect current issues and themes – also includes artworks with limited life spans.
- (5) The Cultural Reference Group will provide ongoing guidance and assistance to the Council on the means by which this statement can be achieved.

POS	PUBLIC ART IN THE CITY OF COCKBURN	PSCS16
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(6) Definitions

For the purpose of this statement the following definitions will apply:

1. **Cultural Reference Group:** A council appointed body which undertakes to look at all aspects of art and cultural activity within the City of Cockburn. The membership of this committee is made up of Elected Members, Cultural Development Coordinator and community members who have a commitment or expertise in this field.
2. **Public:** concerning, done by or for, representing, visible or known by, the people.
3. **Public Art:** Public art may reference all aspects of a public space, including people's values, cultural meanings and the contexts that are inherent in particular places.
4. **Public Space:** A space, place or any physical environment open or enclosed to which the public has access or can view.
5. **Public Artworks Strategy:** Refers to the document entitled 'Public Artworks Strategy – April 2009'.

POS	SPONSORSHIP – INCOMING FUNDS	PSCS17
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POSITION STATEMENT CODE:	PSCS17
DIRECTORATE:	Community Services
BUSINESS UNIT:	Communications Department
SERVICE UNIT:	Event Management
RESPONSIBLE OFFICER:	Manager, Corporate Communications
FILE NO.:	CR/P/003
DATE FIRST ADOPTED:	13 October 2011
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	22 September 2011
OCM:	13 October 2011

BACKGROUND:

The City conducts an extensive annual events programme which includes the Summer of Fun activities. The City may seek external sponsorship to help off set the cost of running these community events. While the City allocates funds from the Municipal Budget to conduct the events program, this policy applies to all City of Cockburn business units and external centres. The policy applies to cash and in-kind sponsorship

PURPOSE:

The purpose of developing an Incoming Funds Sponsorship policy is to:

1. Outline the objectives for seeking and accepting sponsorship
2. Define the processes for approaching, negotiating and entering in to sponsorship agreements.
3. Maintain some consistency across sponsorships undertaken by different business units.
4. Clarify the accountability and responsibility pertaining to each sponsorship agreement.
5. Protect the City's brand and reputation through choice of sponsor, transparency, fulfillment of the sponsorship.

Objective

POS	SPONSORSHIP – INCOMING FUNDS	PSCS17
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The objective of procuring sponsorships for the City is to acquire funds or materials required outside of core operational budgets to enable the development of additional functions and enhancement of existing services and activities, which will benefit the Cockburn community.

Definitions

Sponsorship is a mutually beneficial business arrangement which involves the purchase of the right to associate the sponsor's name, products or services with the sponsored organisation's services, products or activities in return for perceived tangible and or negotiated benefits.

Cash – whereby a sponsor provides cash in exchange for agreed benefits.

In-Kind – whereby a sponsor provides goods or services in exchange for agreed benefits. Sponsorship does not include grants or donations.

POSITION:

- (1) Sponsorship agreements shall not impose or imply conditions which would limit, or appear to limit, the ability of the City of Cockburn to carry out its functions or restrict the City's ability to ensure that services, events and programs are accessible to all.
- (2) The City must consider when seeking sponsorship from any organisation whether it is competing for funds with not-for-profit groups or charities. If it does, the officer requesting sponsorship must justify why a sponsorship should compete with not-for-profit groups, how it will benefit the community and why funds are not on budget. This does not apply when the sponsorship is sought for a benevolent purpose.
- (3) Officers must discuss potential sponsorships with the Manager, Corporate Communications prior to approaching a potential sponsor. This is to:
 1. Ensure consistency with the Position Statement and procedures.
 2. Ensure the suitability of the proposed sponsor (see (4) "Inappropriate Sponsors" below.)
 3. To avoid multiple approaches by various City business units to one organisation.
 4. Enable appropriate acknowledgement of sponsors by the Elected Members and in Council marketing activities.
 5. Ensure consistency with the City of Cockburn's vision, objectives, corporate identity and values.

POS	SPONSORSHIP – INCOMING FUNDS	PSCS17
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6. Establish clearly defined objectives to enable the City to evaluate the outcome and results.
- (4) Inappropriate sponsors must not be engaged in order to protect the City of Cockburn and its community from controversy and criticism. Sponsors regarded as inappropriate include:
 1. Any company linked to gambling or engaged in the manufacture, marketing or distribution of cigarettes, tobacco related products or alcohol.
 2. Political organisations or individuals.
 3. Any company, which contravenes the City of Cockburn's policies or activities.
 4. Any company that does not reflect the City of Cockburn's values or does not meet community standards relating to social standards or expectations.
 5. Any company whose products are in conflict with the aims or objectives of the City of Cockburn.
 6. Any company where residents could perceive a conflict of interest. Sponsorship from lobby groups to be at discretion of Council.
 - (5) The officer securing sponsorship must ensure that the cost in time or resource to secure and administer a sponsorship must be no more than the sponsorship secured.
 - (6) Funds must be used to enhance the event, service or project they were secured for.
 - (7) Each sponsorship must be supported by a written agreement outlining the benefits and obligations pertaining to both parties, signed by authorised representatives of the City of Cockburn. For in kind donations with a value of less than \$250, an email confirmation will suffice.
 - (8) The duration of sponsorship agreements shall be fixed and not usually exceed one year.
 - (9) The City will provide a level of recognition to a sponsor, which fairly reflects the contribution and optimises the benefit derived from the association with the City.
 - (10) The Communications Department will keep an incoming sponsorship register for the organisation, detailing the sponsor name, event/function supported, date, officer responsible, the benefits secured, confirmation that the sponsor

POS	SPONSORSHIP – INCOMING FUNDS	PSCS17
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has been contacted after the event, the outcome and benefits of the sponsorship provided to demonstrate that the City has fulfilled its obligations. The officer responsible for securing the sponsorship is responsible for updating this register.

Officers involved with securing sponsorship must declare an interest if they, or a member of their family is associated with the sponsor.

POSITION STATEMENT	MAINTENANCE OF KINDERGARTENS (COMMUNITY BASED)	PSCS11
Division: Community Services		
Status: Administrative: <input checked="" type="checkbox"/> Business Unit: Community Services Department <input checked="" type="checkbox"/> Service Unit: Social Services		
Background: Council provides buildings to accommodate kindergarten activities within Cockburn.		
Purpose: To ensure a fair distribution of maintenance/consumption costs between Council and the users of these facilities.		
Position: [a] Council is responsible for maintaining the outside of all kindergarten buildings within the Council area, the interior of the building to be the responsibility of the Kindergarten Committee. [b] The Kindergarten Committee is responsible for:- [i] Water rates, electricity, etc. [ii] Rubbish removal charges. [iii] Public risk insurance and contents. [iv] Maintenance of the grounds and equipment. [c] Council is responsible for insuring the building only. This Position Statement applies to the following facilities: [1] Ethel Cooper Pre-School - Hamilton Hill [2] Jess Thomas Pre-School - Spearwood [3] Pineview Pre-School - Coolbellup		

DA	LOCAL GOVERNMENT ACT, 1995 – PREPARATION OF BUSINESS PLANS FOR DISPOSAL OF LAND	LGAES7
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DELEGATED AUTHORITY CODE:	LGAES7
DIRECTORATE:	Executive Support Department
BUSINESS UNIT:	Executive Services
SERVICE UNIT:	Executive Services
RESPONSIBLE OFFICER:	Chief Executive Officer
FILE NO.:	CC/P/098
DATE FIRST ADOPTED:	1997
DATE LAST REVIEWED:	9 June 2011
ATTACHMENTS:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	9 June 2011

FUNCTION DELEGATED:

The Authority to prepare a Business Plan and proceed with public notification of the Plan for the disposal of land owned by ~~Council~~the City.

CONDITIONS/GUIDELINES:

- (1) Elected Members to be informed in writing of any circumstances where delegation used.
- (2) Council to make final determination of transaction following closure of public submission period, as required by Sec 3.59(5) of the Local Government Act, 1995.
- (3) All transactions utilising this delegation are to be recorded in the Delegated Authority Portal System by the officer responsible for initiating the action taken, or by another officer under the direction of the initiating officer.

AUTONOMY OF DISCRETION:

As contained in the guidelines.

LEGISLATIVE REQUIREMENTS/COUNCIL POLICY:

Local Government Act, 1995 – Sec. 3.59(2)(b) and (c), (3) and (4) refers.

DELEGATE:

Chief Executive Officer

DELEGATE/S AUTHORISED:

Nil.

POL	COMMON SEAL OF THE CITY OF COCKBURN	AES2
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POLICY CODE:	AES2
DIRECTORATE:	Executive Support Department
BUSINESS UNIT:	Executive Support Services
SERVICE UNIT:	Executive Services
RESPONSIBLE OFFICER:	Director, Administration & Community Services
FILE NO.:	CC/P/004
DATE FIRST ADOPTED:	15 April 1997
DATE LAST REVIEWED:	13 December 2007
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	AES2
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	13 December 2007

BACKGROUND:

Under the provisions of the Local Government Act, 1995, (sec 9.71) - Transitional Provisions) Council is required to continue to keep registers which were required under the previous (1960) Act. A Common Seal Register was required to be maintained.

PURPOSE:

To enable the execution of documents requiring the affixation of Council's Common Seal.

POLICY:

1. General

- (a) The Mayor and Chief Executive Officer be authorised to affix the Common Seal to documents appertaining to all dealings initiated by a Council Resolution. In this regard the Council Resolution need not refer to the sealing of a document or documents and may express its wish for certain action which may ultimately require the affixing of the Common Seal to a document or documents to achieve the Council's intention;

POL	COMMON SEAL OF THE CITY OF COCKBURN	AES2
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- (b) In the absence of the Mayor and/or the Chief Executive Officer, as the case may be, the Deputy Mayor and the Acting Chief Executive Officer be authorised to affix the Common Seal;
- (c) In the absence of the Mayor or the Deputy Mayor the provisions of Section 5.35(2) of the Local Government Act, be invoked;
- (d) The Mayor and Chief Executive Officer are authorised to affix the Common Seal to new Funding or Contracts of Agreement between the Council and State or Commonwealth Governments for programs to which Council has previously adopted or additions to existing programs which in the view of the Chief Executive Officer are in accordance with the original intent of the adopted program.

2. Land Matters

The affixing of the Common Seal to documents relating to land matters including caveats, withdrawal of instruments, memorials, leases, transfers, deeds, licences and covenants and easements shall be undertaken by two (2) of the following persons:

- the Mayor or Deputy Mayor;
- Chief Executive Officer;
- Directors;
- Manager, Planning Services; and
- the City Surveyor/Land Officer.

3. Funding Agreements

The affixing of the Common Seal or the signing of funding agreements, on behalf of Council, including those provided by Federal and State Government Agencies, shall be undertaken by two(2) of the following persons:

- the Mayor or Deputy Mayor;
- Chief Executive Officer;
- Directors;
- Manager, Human Services; and
- Human Services Operations Manager

- 4. Details of all transactions where the Common Seal has been affixed shall be recorded in the Delegated Authority Portal System.

CITY OF COCKBURN

SUMMARY OF MINUTES OF THE GRANTS & DONATIONS COMMITTEE
MEETING HELD ON MONDAY, 16 JULY 2012 AT 6:00 PM

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CITY OF COCKBURN**MINUTES OF THE GRANTS & DONATIONS COMMITTEE MEETING HELD
ON MONDAY, 16 JULY 2012 AT 6:00 PM**

PRESENT:

Mr L Howlett	-	Mayor (Presiding Member)
Mr T Romano	-	Councillor (arrived 6:08pm)
Mrs C Reeve-Fowkes	-	Councillor
Mrs V Oliver	-	Councillor
Mr B Houwen	-	Councillor
Ms L Smith	-	Councillor

IN ATTENDANCE:

Mr S Portelli	-	Councillor
Mr R. Avar	-	Manager, Community Services
Ms J. Greenaway	-	Grants & Research Officer
Ms V. Hartill	-	Environment & Waste Education Officer

1. DECLARATION OF MEETING

Meeting open at 6:04pm.

2. APPOINTMENT OF PRESIDING MEMBER (If required)

Mr R Avar advised that apologies had been received from Committee Chairman Deputy Mayor Allen and opened the floor for nominations for presiding member. A nomination was received from Mayor Howlett. As there were no other nominations Mayor Howlett was appointed as presiding member.

**3. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF
FINANCIAL INTERESTS & CONFLICT OF INTEREST (BY PRESIDING
MEMBER)**

Nil



4 (GAD 16/7/2012) - APOLOGIES & LEAVE OF ABSENCE

Apologies received from Deputy Mayor K Allen.

5. CONFIRMATION OF MINUTES

5.1 **(MINUTE NO 51) (GAD 16/7/2012) - MINUTES OF THE GRANTS AND DONATION COMMITTEE MEETING - 17/04/12 (ATTACH)**

RECOMMENDATION

That the minutes of the Grants and Donation Committee Meeting held on 17 April 2012 be adopted as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Cllr C Reeve-Fowkes SECONDED Cllr B Houwen that the recommendation be adopted.

CARRIED 6/0

COUNCIL DECISION

6. DEPUTATIONS & PETITIONS

Nil

7. BUSINESS LEFT OVER FROM THE PREVIOUS MEETING (IF ADJOURNED)

Nil

8. DECLARATION OF COUNCILLORS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS IN THE BUSINESS PAPER

Nil



9. COUNCIL MATTERS

9.1 (MINUTE NO 53) (GAD 16/7/2012) - NATIVE ARC FUNDING SUBMISSION (CR/G/003) (R AVARD) (ATTACH)

RECOMMENDATION

That Council approve a contribution towards the administration cost of Native ARC of \$50,000 per annum for three years indexed annually according to Perth consumer price index and subject to the terms of a funding agreement as approved by the City.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr B Houwen that the recommendation be adopted.

MOTION LOST 0/6

AMENDMENT TO MOTION

MOVED Cllr T Romano SECONDED Cllr C Reeve-Fowkes that Council contributes \$50,000 towards twelve months of administration costs for Native ARC with any future funding subject to Native ARC demonstrating their ability to source alternate funding and to work collaboratively through shared resources arrangements with the Cockburn Wetlands Education Centre.

AMENDMENT CARRIED 6/0

COUNCIL DECISION

Reason for Decision

The Committee noted that Native ARC provided a valuable service however they have not shown progress towards becoming less reliant on Council funding. The Committee noted that the level of future funding to Native ARC would be dependent on their ability to demonstrate progress towards securing funding from sources other than Council and collaboration with the Cockburn Wetland Education Centre through shared resource arrangements.

Background

Native Animal Rehabilitation Centre (Native ARC), located in the City of Cockburn, is a non profit organisation that provides medical care and rehabilitation services to injured native wildlife in the south metropolitan region. Native ARC receives injured wildlife from a range of sources including the general public, veterinary clinics, local councils, rangers and other wildlife centres. Native ARC lease a portion of reserve 46787 Progress Drive Bibra Lake from Council. The lease commenced 14 June 2008 for a period of five years with the option for a further five year term. Having executed this option in late 2011 the lease is now due to expire on 14 June 2018.

The group rely heavily on the financial contributions of the City. The remainder of the group's income comes from the generosity of the public, fundraising and a small portion of grants. The financial position of the group has improved since 2009 reflecting changes to the corporate governance and professionalism of the centre. The group has been proactive in developing corporate partnerships and have successfully partnered with Santos and Woodside for a number of projects. Native ARC has been successful in attracting funding for projects but not for administrative costs.

Native ARC is a key stakeholder and an active participant in the Wetlands Precinct Project indentified in the Plan for the future as a regional level community infrastructure project. Currently the City is finalising the tender brief for the design of the precinct.

Submission

The City received a submission from Native ARC dated 25 May 2012 requesting the City consider supporting Native Arc through a management agreement similar to the Wetlands Education Centre. The submission requests consistency in the management and performance measures applied to the Wetland Education Centre and Native ARC. The Submission requests an administrative grant of \$50,000.00 to be indexed annually according to the consumer price index. The submission and cover letter is attached.

Report

According to Council policy, leasing is the City's preferred method of management of community facilities under the control of incorporated bodies. Execution of a lease provides a legally binding document that enables Council to minimise the exposure to risk that emanate from the activities of the tenant. In response to the submission received from Native ARC this report recommends that the City enter into a three



year funding agreement with Native Arc to give stability and continuity to the operations of the organisation and ensure the continuity of service delivery to the community and the welfare of the fauna. Any agreement would be supplementary to the current lease agreement and should Council agree to provide funding to Native ARC it should be subject to the continuation of the current lease.

The recommendations of this report have the support of the City of Cockburn Environmental officers on the basis that Native ARC provides a valuable service to the environment and the community.

Strategic Plan/Policy Implications

Employment and Economic Development

- To encourage development of educational institutions that provides a range of learning opportunities to the community.
- To identify community needs, aspirations, expectations and priorities for services that are required to meet the changing demographics of the district.

Natural Environmental Management

- To conserve, preserve and where required remediate the quality, extent and uniqueness of the natural environment that exists within the district.

Budget/Financial Implications

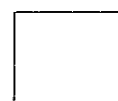
This report recommends that \$50,000 per annum for three years be recorded against Project Account 9239 (indexed annually according to the Perth consumer price index).

Legal Implications

N/A

Community Consultation

Elected members and relevant officers were invited on a tour of the Native ARC Facility on 27 June 2012. The additional documentation attached was presented to attendees.



Attachment(s)

1. Cover letter and proposal
2. 2012 Report to the City of Cockburn
3. Site visit documentation

Advice to Proponent(s)/Submissioners

Advice to be provided to Native ARC following a decision from Council.

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

Nil

9.2 (MINUTE NO 54) (GAD 16/7/2012) - GRANTS AND DONATIONS COMMITTEE RECOMMENDED ALLOCATIONS 2012/13 (CR/G/003) (R AVARD) (ATTACH)

RECOMMENDATION

That Council:

1. adopt the grants, donations, and sponsorship allocations for 2012/13 as attached to the agenda.
2. advertise the availability of the grants, donations and sponsorships in two instalments closing 30th September 2012 and 31st March 2013 respectively.
3. enter into a three year sponsorship agreement with the City of Fremantle for the Indian Ocean Skyshow to the value of \$27,000 per annum including GST.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED Cllr B Houwen that the recommendation be adopted.

CARRIED 6/0

COUNCIL DECISION



Background

Council approved a budget for grants and donations for 2012/13 of \$905,636. The Grants and Donations Committee is empowered to recommend to Council how these funds are to be distributed.

Submission

Australia Day fireworks

Council received a submission on 11 July 2012 from the City of Fremantle requesting a contribution of \$30,000 towards the 2013 Indian Ocean Sky show.

Cockburn-Fremantle Pistol Club Upgrades

Council received a submission dated the 5 July 2012 from the Cockburn-Fremantle Pistol Club requesting a \$10,000 contribution from the City to compliment \$39,055 in funding received from the State Community Sport and Recreation Facilities Fund (CSRFF). The funds will be used for maintenance and upgrades to safety features at the clubs rifle ranges. Further details are outlined in the attached submission.

Report

A summary of the proposed grants, donation and sponsorship allocations for 2012/13 is attached to the agenda.

Committed/Contractual Grants

The attached spreadsheet shows a numbers of committed and contractual grants. The total for committed and Contractual donations will be \$367,356.

Australia Day fireworks-

In 2011/12 in response to a submission received from the City of Fremantle, Council contributed \$25,000 (including GST) to support the Indian Ocean Skyshow (Australia Day fireworks). Surveys conducted on Australia Day 2012 showed a total of 23.9% of respondents came from suburbs within the City of Cockburn, demonstrating significant participation from the community. Co-branding also provided recognition of Council's contribution. A request has been received for a contribution of \$30,000 per annum for three years. Changes to the revised event budget include an increase costs for fireworks of \$4000. Additional promotion for the 2013 event will also include television advertising which has been provided free of charge through a sponsorship arrangement. In reviewing the changes to the event budget and promotion there does not appear to be a significant



increase in event costs or benefits to the City of Cockburn to support the increase request. It is recommended that an allocation of \$27,500 per annum for three years to reflect half the increase in cost of the fireworks and a contribution towards costs associated with securing the television advertising sponsorship. This will be reflected in the budget as \$25,000 as the GST is not recorded.

Cockburn-Fremantle Pistol Club Upgrades-

The City has a good working relationship with the Cockburn-Fremantle Pistol Club who operate and manage their club activities well. The City's Recreation Services team fully support the request for funding to complete upgrades to the rifle ranges to meet occupational health and safety requirements. This report recommends a contribution of \$10,000 to the Cockburn-Fremantle Pistol Club for maintenance and upgrades to safety features at the clubs rifle ranges.

Grants

There are a number of grants for which there are established criteria and processes in place. The 2012/13 budget includes the new Council approved structure of the Sport and Recreation Grants, a small increase in the Security Subsidy for Seniors and an increased allocation to the Community Grants Program. There are no other significant changes from last financial year in the new allocations. The total proposed for Grants is \$451,550 which includes a reallocation of unspent funds from 2011/12 of \$10,906 for the Alcoa Cockburn Community Projects Fund.

Donations

An allocation of \$120,000 is recommended for 2012/13. Applications for donations will be assessed under policy ACS2 in the September and March funding rounds. The committee will be requested to consider requests at this time.

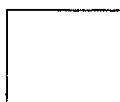
Sponsorship

In 2011/13 the allocation for sponsorship was increased from an initial \$40,000 to \$80,000 due to an increase in demand. The total proposed for 2012/13 is \$82,000.

Strategic Plan/Policy Implications

Lifestyle and Aspiration Achievement

- To facilitate and provide an optimum range of community services and events.
- To identify community needs, aspirations, expectations and priorities for services that are required to meet the changing demographics of the district.



Governance Excellence

- To conduct Council business in open public forums and to manage Council affairs by employing publicly accountable practices.

Budget/Financial Implications

Council approved a budget for Grants and Donations for 2012/13 of \$905,636. Following is a summary of the proposed grants, donations and sponsorship allocations.

Summary of Proposed Allocations

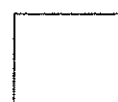
<i>Proposed expenditure</i>	
Committed and Contractual Grants	\$367,356
Grants	\$451,550
Donations	\$120,000
Sponsorships	\$82,000
Total	\$1,020,906
<i>Income</i>	
2012/13 Allocated Budget	\$1,010,000
Plus Carry Forward	\$10,906
Total	\$1,020,906
Total Income	\$1,020,906
Less Proposed Expenditure	\$1,020,906
Balance	\$0

Legal Implications

N/A

Community Consultation

Council's grants are advertised widely in the local community through the City's website, local media, Cockburn Soundings, and Council networks. It is recommended that advertising start immediately following the Council decision to ensure a wider representation of applications.



Attachment(s)

1. Indian Skyshow Funding Request
2. Submission from Cockburn-Freemantle Pistol Club
3. Detailed Summary of the proposed grants, donations and sponsorship allocations for 2012/13.

Advice to Proponent(s)/Submissioners

N/A

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

Nil

10. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

11. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil

12. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF MEETING BY COUNCILLORS OR OFFICERS

12.1 (MINUTE NO 55) (GAD 16/7/2012) - AUSTRALIAN MARINE COMPLEX BUSINESS OWNERS ASSOCIATION FUNDING SUBMISSION - SUPPORT TO STUDY INITIATIVE (1054) (S CAIN) (ATTACH)

RECOMMENDATION

That Council:

1. approve a grant of \$20,000 towards a study into the future development of the Australian Marine Complex (AMC) by the AMC Business Owners Association (AMCBOA) and other Parties, and
2. approve an allocation of in kind support to the study by way of staff assistance and other resources up to a value of \$5000, and
3. require that the grant and in kind support to the study is conditional of the AMCBOA attracting sufficient funding from



industry and State Government to commence the study and that the City being involved in drafting the study's Terms of Reference.

COMMITTEE RECOMMENDATION

MOVED Cllr C Reeve-Fowkes SECONDED Cllr V Oliver that Council:

1. approve a grant of \$20,000 towards a study into the future development of the Australian Marine Complex (AMC) by the AMC Business Owners Association (AMCBOA) and other Parties, and
2. approve an allocation of in kind support to the study by way of staff assistance and other resources up to a value of \$5000, and
3. require that the grant and in kind support to the study is conditional of the AMCBOA attracting sufficient funding from industry and State Government to commence the study and that the City being involved in drafting the study's Terms of Reference.
4. require that the terms of reference of the study include investigation into how opportunities for local employment and training can be maximised.

CARRIED 6/0

COUNCIL DECISION

Reason for Decision

The Committee noted that maximising local employment and training opportunities was important and should be included in the terms of reference of the study into the development of the Australian Marine Complex.



Background

The Australian Marine Complex Business Owners Association (AMBCOA) is an incorporated association that was formed to represent the interests of the businesses in the AMC. The AMBCOA is particularly concerned that the rapid development of the AMC has seen it approach its maximum capacity. Without a clear blueprint for future growth, the AMC will be constrained from contributing to future State economic growth.

Submission

The City received a submission from the AMBCOA on 5 July 2012 seeking support to initiate a study into the long term development of the AMC. A copy of that correspondence and supporting material is attached.

Report

The AMC has been an economic success story for the City. On the back of investment by both State and Federal Governments, the AMC has become one of the premier industrial precincts in the metropolitan area.

Most recently the rapid expansion of oil and gas exploration and development has seen the AMC approach full capacity. Chevron's Gorgon project has provided considerable opportunity for businesses in the AMC. This project, along with the future Wheatstone project, Woodside's Pluto development and other oil and gas projects have brought new internationally based businesses to Perth, all of whom are seeking strategic locations in which to base their business.

As the AMC approaches full capacity, however, there is a potential for some of the immediate growth opportunities to be lost. The development of Latitude 32 is progressing through the Flinders Precinct, located in Kwinana, but for some businesses there is a need to source suitable industrial land in closer proximity to the AMC. However, without a clear business needs analysis Landcorp is constrained in its capacity to speed up land development opportunities.

The AMBCOA seeks to establish the business case by way of an industry lead study, outlined in the attached correspondence. The Department of Commerce has given its indicative support to this with potential funding of up to \$50,000, based on the AMBCOA attracting funding from industry and other participants.

The City of Cockburn has a vested interest in seeing the AMC and Latitude 32 reach their full development potential. An objective of the



City is the promotion of economic development, with its associated growth of investment and employment opportunities. The City's support of the study would allow a direct involvement in this important issue, including the structure of the Terms of Reference. Participation by the City's Strategic Planning staff would also allow the City to inform the Terms of Reference and have input into the development of the report.

Strategic Plan/Policy Implications

Governance Excellence

- To plan and promote economic development that encourages business opportunities within the City.

Budget/Financial Implications

The report recommends an allocation of \$20,000 plus in kind support to this study. The City provides funding support to three other business associations up to a maximum of \$20,000 per annum. The amount requested can be accommodated within the FY12/13 budget provision.

Legal Implications

Nil

Community Consultation

N/A

Attachment(s)

1. Letter from the AMCBOA and supporting attachment

Advice to Proponent(s)/Submissioners

The AMCBOA has been verbally advised that the City will consider its request.

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

N/A



13 (GAD 16/7/2012) - MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Cr V Oliver requested that all groups on the lists of Donations and Sponsorship prepare reports and balance of accounts of all money received from the City of Cockburn from July 2011/April 2012 and July 2012 to be presented to the Grants and Donations Committee before 2013.

14. CONFIDENTIAL BUSINESS

Nil

15 (GAD 16/7/2012) - CLOSURE OF MEETING

Mayor L Howlett declared the meeting closed at 7:05pm.

CONFIRMATION OF MINUTES

I, (Presiding Member) declare that these minutes have been confirmed as a true and accurate record of the meeting.

Signed: Date:/...../.....



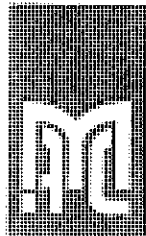
PROPOSED GRANTS, DONATIONS & SPONSORSHIP BUDGET 2012/2013

OP 315 Natural Account	Description	Allocated 2011-2012	Proposed 2012/2013	Comments
	Committed/Contractual			
9310	Wellands Education Centre Management Fee	74,160	75,569	Renewal of Management Agreement for three years to 30 June 2013 and Management Fee in accordance with Council decision on 13 May 2010 (plus Perth CPI)
9317	Pineview Preschool Maintenance Contribution	6,311	6,394	Annual contribution for maintenance of grounds and building (plus CPI)
9398	Cockburn Senior Citizens Building Donation	8,572	8,684	Assists with maintenance costs as per agreement (plus CPI)
9559	Cockburn Cricket Club Insurance	1,500	1,500	Commitment included in the lease
9574	Spearwood Dalmatinac Club	8,235	10,000	Reimbursement of 50% of the annual rates payable by Spearwood Dalmatinac Club for 41 Azelia Road, Spearwood as to Council decision on 14 May 2009
9242	Burdiya Aboriginal Corporation - Property Insurance	1,200	1,200	Property Insurance for 8 Caffrey Place, Hamilton Hill leased from the City by Burdiya Aboriginal Corporation
9237	Cockburn Basketball Association Building Insurance	7,745	7,745	50% contribution to the annual building insurance premium of the Wally Hagen Basketball Stadium
9239	Native ARC	45,000	50,000	Donation to progress the Native ARC to cover administrative employment, insurance, legal, accounting, auditing, corporate governance and utilities to bring them up to good governance
9245	Old Jandakot School Management Committee	3,000	3,000	Annual contribution to water and electricity charges included in the lease agreement and as to Council decision 8 December 2009
9109	Fremantle Australia Day Celebrations & Cracker Night	25,000	25,000	Indian Ocean Fire Show Fremantle Australia Day Celebrations and Cracker Night (Co-ownership of event to be negotiated)
9179	Senior Citizen Bus	0	10,000	Grant of \$10,000 to the Cockburn Senior Citizen's Association for the purchase bus, subject to a successful application to Lotterywest as per Council decision 14 June 2012.
9178	Spearwood Dalmatinac Club	0	59,300	Grant allocation to the Spearwood Dalmatinac Club for an amount of \$59,300 for the air conditioning upgrade as per Council decision 14 June 2012
9322	South Lake Leisure Fee Subsidy	104,361	104,364	Subsidised fees for Dolphins Swimming Club
NEW	Cockburn-Fremantle Pistol Club Upgrades	0	10,000	Contribution towards the clubs upgrades of the rifle ranges to meet OSH requirements
NEW	Australian Marine Complex Owner's Association Study	0	20,000	Contribution towards AMC Strategic Development Study
	Sub Total	302,690	392,756	
	Donations			
	Donations	116,500	120,000	
	Sub Total	116,500	120,000	
	Sponsorship			
	Sponsorship	80,500	82,000	
	Sub Total	80,500	82,000	
	Grants			
9004	Emergency Severe Personal Hardship Fund	20,000	20,000	For one off emergency and disaster situations (revised as per Council Decision 10 February 2011 and increased by \$10,000)
9015	Youth Academic Grants	1,500	1,500	Assists young people to attend academic programs as per DA ACS11
9031	Junior Travel Assistance - Sports	40,000	40,000	Assists young people in Cockburn representing WA or Australia in interstate or international team or individual sports by providing assistance for travel to competitions
9674	Grants to Schools	8,950	8,950	For small donations to schools for minor items as per DA ACS7 (increase by \$1950 for Graduation Awards specifically for Indigenous Students (\$600 for 6 high schools, \$1350 for 27 primary
9312	Community Grants Program	137,447	139,688	Formal grant process for local organisations as per DA ACS2
9314	Provide Bins Sporting Events	1,500	1,500	Provide bins to schools for sports carnivals etc
9327	Community Associations Hall Hire Subsidy	2,500	2,500	Assists community groups to conduct monthly meetings and events
9329	Cultural Grants Program	18,000	18,000	Provide small grants to cultural and artistic groups
9331	Bus Hire Subsidy	3,000	3,000	Provides a small allocation towards the bus hire for community organisations
9335	Grants - General	5,500	5,500	Miscellaneous requests for small donations
9341	Community Group Newsletter Subsidy	5,000	5,000	Assists community groups to disseminate information
9373	Sustainable Events Grants Program	14,500	14,500	Grants for community organisations to have events on the understanding that the event will become financially self sustainable over four years
9396	U Fund	1,200	1,200	Grants up to \$600 to youth for cultural/arts initiatives and events
9399	Youth Arts Scholarships	8,000	8,000	Assist young people to travel in order to participate in performing/arts events and also for further study
9475	Alcoa Cockburn Community Projects Fund	11,574	21,812	A partnership fund with Alcoa delivering community-driven projects (\$10,906 carry forward from 2011/2012)
9482	Youth Active Program	9,964	0	Superseded by state Government Funded Grant
9490	Environmental Education Initiatives Program	12,000	12,000	Support for Environmental Services to assist schools to facilitate environmental education
9517	P & I Volunteer Accident Insurance	7,000	7,000	Cockburn Community Group Insurance Program
9535	Council/Staff Match Donation	5,000	5,000	Council to match staff fund raising effort
9536	Cost of Health Permits for Events	1,500	1,500	To provide free health permits for not-for-profit groups
9617	Youth Incentive Program	1,000	1,000	Awards for youth who report crime and anti social behaviour
9649	Safety House/Walk to School Program	1,500	1,500	Support to schools for safety programs for children getting to school
9688	Security Subsidy for Seniors	22,000	25,000	Subsidy for security devices for seniors
9240	Sustainability Grants Program	40,000	40,000	Grants program to replace Sustainability Awards, in accordance with Council decision on 13 May 2010
9241	Burdiya Hall Subsidy	3,000	3,000	New subsidy program that will allow indigenous Cockburn families to access funds to assist with hall hire costs for hosting funerals and memorials
9596	SLLC Subsidy for Emergency Services Volunteers	1,000	1,000	South Lake Leisure Centre gym subsidy for Jandakot BFB, South Coogee BFB and SES volunteers
9673	Sport and Recreation Club Grant	28,036	38,000	Grants matched by local sporting clubs to engage in minor capital works on Council owned facilities and to purchase sporting equipment. New allocation made up from left over funds in OP 9482
	Sub Total	410,671	426,150	
	Totals	910,361	1,020,906	
	Budget	910,361	1,010,000	
	Carry Forward		10,906	<i>Unspent Alcoa Cockburn Community Projects Fund</i>
	Balance		0	

Lease of a portion of Reserve 24308, Naval Base Holiday Park

City of Cockburn

The person(s) named in Item 1 of the Schedule



McLEODS

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Ref: TF:Cockburn 5599

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Details

Parties

City of Cockburn

of PO Box 1215, Bibra Lake, Western Australia
(Lessor)

The person or persons mentioned in Item 1 of the Schedule
(Lessee)

Background

- A. The Lessor is the management body of the Land under a management order.
- B. The Lessor has the power to lease the Land, subject to the prior written approval of the Minister for Lands.
- C. The Lessee is the occupier of the Site.
- D. The Lessor has agreed to lease, and the Lessee has agreed to take a lease of the Site upon the terms and conditions contained in this document.

Agreed terms

1. Definitions

Unless otherwise required by the context or subject matter the following words have these meanings in this Agreement:

Amounts Payable means the Lease Fee and any other money payable by the Lessee under this Lease;

Basic Consideration means all consideration (whether in money or otherwise) to be paid or provided by the Lessee for any supply or use of the Site and any goods, services or other things provided by the Lessor under this Lease (other than tax payable pursuant to this clause);

Building Requirements is defined by clause 10(2);

CEO means the Chief Executive Officer for the time being of the Lessor or any person appointed by the Chief Executive Officer to perform any of her or his functions under this Lease;

Commencement Date means the date of commencement of the Term specified in Item 4 of the Schedule;

Common Areas means all those parts of the Land not leased to any lessee and intended for use by the lessees of the Land in common with each other including all parking areas, roads, walkways, toilet block, and shower blocks in on or about the Land;

Contaminated Sites Act means the *Contaminated Sites Act* 2003;

Contamination has the meaning given in section 4 of the Contaminated Sites Act. **CPI** means the Consumer Price Index (All Groups) Perth number published from time to time by the Australian Bureau of Statistics or its equivalent;

Encumbrance means a mortgage, charge, lien, pledge, easement, restrictive covenant, writ, warrant or caveat and the claim stated in the caveat or anything described as an encumbrance on the Certificate of Title for the Land;

Environmental Contamination has the same meaning as the word “contaminated” in the Contaminated Sites Act;

Environmental Harm has the same meaning as that term is defined in the EPA;

Environmental Law means all planning, environmental, Environmental Contamination or Pollution laws and any regulations, orders, directions, ordinances or all requirements, permission, permits or licences issued thereunder;

EPA means the *Environmental Protection Act* 1986;

Expiration of the Term means the date of determination of the Term;

GST has the meaning that it bears in the GST Act;

GST Act means *A New Tax System (Goods and Services Tax) Act* 1999 (*Cth*) and any legislation substituted for, replacing or amending that Act;

GST Adjustment Rate means the amount of any increase in the rate of tax imposed by the GST Law;

GST Law has the meaning that it bears in section 195-1 of the GST Act;

GST Rate means 10%, or such other figure equal to the rate of tax imposed by the GST Law;

Input Tax Credit has the meaning that it bears in section 195-1 of the GST Act;

Interest Rate means the rate at the time the payment falls due being the interest rate in the adopted municipal budget called the penalty interest rate;

Land means the land described at 2 of the Schedule;

Lease means this deed as supplemented, amended or varied from time to time;

Lease Fee means the Lease Fee specified in Item 6 of the Schedule as varied from time to time under this Lease;

Lessee's Agents includes:

- (a) the sublessees, employees, agents, contractors, invitees and licensees of the Lessee; and
- (b) any person on the Site by the authority of a person specified in paragraph (a);

Lessee's Obligations means the covenants, agreements and obligations set out or implied in this Lease or imposed by law to be performed and observed by the Lessee;

Lessor's Covenants means the covenants, agreements and obligations set out or implied in this Lease, or imposed by law to be performed and observed by the Lessor;

Local Services Charges mean charges for local services including:

- (a) rubbish collection charges;
- (b) emergency services levy; and
- (c) security services charges.

Minister for Lands means the Minister for Lands in her or his capacity as the body corporate continued under section 7 of the *Land Administration Act 1997*;

Motor Vehicle means any vehicle used or intended to be used in a business or trade which has a tare weight in excess of 3.5 tonnes, and excludes vehicles directly associated with conduct of a rural pursuit, business or trade on the lot for which the vehicle or vehicles are used;

Notice means each notice, demand, consent or authority given or made to any person under this Lease;

Party means the Lessor or the Lessee according to the context;

Permitted Purpose means the purpose set out in Item 9 of the Schedule;

Pollution means any thing that is pollution within the meaning of that term as defined in the EPA;

Demolition Levy means the bond described in clause 5.2 and Item 7 of the Schedule as varied from time to time under this Lease;

Remediation and **Remediate** has the same meaning as that expression is given in the Contaminated Sites Act and includes the management of any contaminated site.

Review Date means each date specified in Item 8 of the Schedule;

Schedule means the Schedule to this Lease;

Site means the Site described at Item 3 of the Schedule;

Taxable Supply has the meaning given in section 195-1 of the GST Act.

Term means the term of years specified in Item 4 of the Schedule;

Termination means the date of:

- (a) expiry of the Term or any Further Term by effluxion of time;
- (b) sooner determination of the Term or any Further Term; or
- (c) determination of any period of holding over; and

Written Law includes all acts and statutes (State or Federal) for the time being enacted and all regulations, schemes, ordinances, local laws, by-laws, requisitions, orders or statutory instruments made under any Act from time to time by any statutory, public or other competent authority.

2. Minister for Lands' Consent

This Lease is subject to and conditional on the approval of the Minister for Lands under the *Land Administration Act 1997*.

3. Grant of lease

The Lessor, subject to **clause 2** of this Lease, leases to the Lessee the Site for the Term subject to:

- (a) the Encumbrances;
- (b) the payment of the Amounts Payable; and
- (c) the performance and observance of the Lessee's Obligations.

4. Quiet enjoyment

Except as provided in the Lease, for so long as the Lessor is the management body of the Site, and subject to the performance and observance of the Lessee's Obligations the Lessee may quietly hold and enjoy the Site during the Term without any interruption or disturbance from the Lessor or persons lawfully claiming through or under the Lessor.

5. Lease Fee and other payments

5.1 Lease Fee

The Lessee covenants with the Lessor to pay to the Lessor the Lease Fee in the manner set out at Item 6 of the Schedule on and from the Commencement Date clear of any deductions.

5.2 Demolition Levy

- (1) The Lessee covenants with the Lessor to pay to the Lessor the Demolition Levy in the manner set out at Item 7 of the Schedule on and from the Commencement Date clear of any deductions.

The Lessee acknowledges that the Demolition Levy will be refunded or returned to the current lessee of the Site in accordance with clause 21.4;

5.3 Outgoings

- (2) The Lessee covenants to punctually pay to the Lessor or to such person as the Lessor may from time to time direct all the following outgoings or charges, assessed or incurred in respect of the Site -
 - (a) telephone, gas and other power charges including but not limited to meter rents and the cost of installation of any meter, wiring or telephone connection; and
 - (b) any other consumption charge or cost, statutory impost or other obligation incurred or payable by reason of the Lessee's use and occupation of the Site (unless otherwise addressed in this clause 5.3).
- (3) If the Site is not separately charged or assessed the Lessee will pay to the Lessor a proportionate part of any charges or assessments referred to in **clause 5(2)** being the proportion that the Site bears to the total area of the Land included in the charge or assessment.
- (4) The local services charges, including FESA, security services and rubbish collection charges will be included as part of the overall Lease Fee as detailed in Item 6 of the Schedule.

If any charges increase by more than 10% in any one year, the City may recover these costs by charging the Lessees a proportionate part of those charges being the proportion that the Site bears to the total area of the Land included in the charge or assessment.

5.4 Interest

Without affecting the rights, power and remedies of the Lessor under this Lease, the Lessee covenants to pay to the Lessor interest on demand on any Amounts Payable which are unpaid for 14 days computed from the due date for payment until payment is made and any interest payable under this paragraph will be charged at the Interest Rate.

5.5 Costs

- (5) To pay to the Lessor all reasonable costs, legal fees, disbursements and payments incurred by or for which the Lessor is liable in connection with or incidental to -
- (a) the Amounts Payable or obtaining or attempting to obtain payment of the Amounts Payable under this Lease;
 - (b) any breach of the Lessees obligations by the Lessee or the Lessee's Agents;
 - (c) the preparation and service of a notice under Section 81 of the *Property Law Act 1969* requiring the Lessee to remedy a breach even though forfeiture for the breach may be avoided in a manner other than by relief granted by a Court;
 - (d) any work done at the Lessee's request for which the Lessee is responsible; and
 - (e) any action or proceedings arising out of or incidental to any matters referred to in this clause 5.5 or any matter arising out of this Lease.

5.6 Payment of Amounts Payable

- (1) Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in this Lease or as otherwise directed by the Lessor by Notice from time to time.
- (2) Amounts Payable accrue on a daily basis.

6. Review of Lease Fee & Removal Bond

6.1 Lease Fee and Demolition Levy to be reviewed

The Lease Fee and Demolition Levy will be reviewed on and from each Review Date to determine the Lease Fee and the Demolition Levy to be paid by the Lessee until the next Review Date.

6.2 Lease Fee to be increased by CPI

The reviewed Lease Fee payable on and from the Review Date shall be the amount of the Lease Fee payable during the immediately preceding period increased by a percentage equal to the percentage increase in the CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Review Date. If the CPI is discontinued or suspended at any time or its method of computation is substantially altered the Lessor shall nominate the substitution of another appropriate CPI, provided that the reviewed Lease Fee shall in no case be less than then the Lease Fee payable during the immediately preceding period.

6.3 Demolition Levy to be increased by CPI commencing at the renewal date 2014.

The reviewed Demolition Levy shall be the amount of Demolition Levy payable during the immediately preceding period increased by a percentage equal to the percentage increase in the CPI having regard to the quarterly CPI published immediately prior to the later of the Commencement Date or the last Review Date as the case may be and the quarterly CPI published immediately prior to the relevant Review Date. If the CPI is discontinued or suspended at any time or its method of computation is substantially altered the Lessor shall nominate the substitution of another appropriate CPI, provided that the reviewed Demolition Levy shall in no case be less than then the Demolition Levy payable during the immediately preceding period.

7. Insurance

7.1 Public Liability Insurance

The Lessee must effect and maintain adequate public liability insurance with respect to the Site for a sum not less than the sum set out at Item 10 of the Schedule in respect of any one claim noting the respective interests of the Lessor and Lessee in the Site

In respect of the insurances required by this clause the Lessee must -

- (a) on demand supply to the Lessor details of the insurances and give to the Lessor copies of the certificates of currency in relation to those insurances;
- (b) promptly pay all premiums and produce to the Lessor each policy or certificate of currency and each receipt for premiums or certificate of currency issued by the insurers; and
- (c) notify the Lessor immediately-
 - (i) when an event occurs which gives rise or might give rise to a claim under or which could prejudice a policy of insurance; or
 - (ii) when a policy of insurance is cancelled.

7.3 Not to invalidate

The Lessee must not do or omit to do any act or thing or bring or keep anything on the Site which might -

- (a) render any insurance effected under this clause, or any adjoining site, void or voidable; or
- (b) cause the rate of a premium to be increased for the Site or any adjoining site (except insofar as an approved development may lead to an increased premium).

7.4 Settlement of claim

The Lessor may, but the Lessee may not without prior written consent of the Lessor, settle or compromise any claims under any policy of insurance required by this clause.

8. Indemnity

8.1 Lessee responsibilities

- (1) The Lessee is subject to the same responsibilities relating to persons and property to which the Lessee would be subject if during the Term the Lessee were the owner and occupier of the freehold of the Site.
- (2) The Lessee is responsible and liable for all acts or omissions of the Lessee's Agents on the Site and for any breach by them of any covenants or terms in this Lease required to be performed or complied with by the Lessee.

8.2 Indemnity

- (3) The Lessee indemnifies, and shall keep indemnified, the Lessor and the Minister for Lands from and against all actions, claims, costs, proceedings, suits and demands whatsoever which may at any time be incurred or suffered by the Lessor and the Minister for Lands, or brought, maintained or made against the the Lessor and the Minister for Lands, in respect of:

- (a) any loss whatsoever (including loss of use);
- (b) injury or damage of, or to, any kind of property or thing; and
- (c) the death of, or injury suffered by, any person,

caused by, contributed to, or arising out of, or in connection with, whether directly or indirectly:

- (d) the use or occupation of the Site by the Lessee or the Lessee's Agents;
- (e) any work carried out by or on behalf of the Lessee on the Site;
- (f) the Lessee's activities, operations or business on, or other use of any kind of, the Site;
- (g) the presence of any Contamination, Pollution or Environmental Harm in on or under the Site or adjoining land caused or contributed to by the act, neglect or omission of the Lessee or the Lessee's Agents;
- (h) any default by the Lessee in the due and punctual performance, observance and compliance with any of the Lessee's Obligations or obligations under this Lease; or
- (i) an act or omission of the Lessee.

8.3 Obligations Continuing

The obligations of the Lessee under this clause:

- (j) are unaffected by the obligation of the Lessee to take out insurance, and the obligations of the Lessee to indemnify are paramount, however if insurance money is received by the Lessor for any of the obligations set out in this clause then the Lessee's obligations under **clause 8.2** will be reduced by the extent of such payment; and
- (k) continue after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

8.4 No indemnity for Lessor's negligence

The parties agree that nothing in this clause shall require the Lessee to indemnify the Lessor, its officers, servants, or agents against any loss, damage, expense, action or claim arising out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

8.5 Release

(1) The Lessee:

- (l) agrees to occupy and use the Site at the risk of the Lessee; and
- (m) releases to the full extent permitted by law, the Lessor from:
 - (i) any liability which may arise in respect of any accident or damage to property, the death of any person, injury to any person, or illness suffered by any person, occurring on the Site or arising from the Lessee's use or occupation of the Site by;
 - (ii) loss of or damage to the Site or personal property of the Lessee; and
 - (iii) all claims, actions, loss, damage, liability, costs and expenses arising from or connected with (directly or indirectly) the presence of any Contamination, Pollution or Environmental Harm in, on or under the Site or surrounding area

except to the extent that such loss or damage arises out of a negligent or wrongful act or omission of the Lessor, or its servants, agents, contractors or invitees.

- (2) The release by the Lessee continues after the expiration or earlier determination of this Lease in respect of any act, deed, matter or thing occurring or arising as a result of an event which occurs before the expiration or earlier determination of this Lease.

9. Maintenance, repair and cleaning

9.1 Maintenance

- (1) The Lessee agrees during the Term and for so long as the Lessee remains in possession or occupation of the Site to maintain, replace, repair, clean and keep the Site (which for the avoidance of doubt includes any building constructed on the Site) clean and in Good Repair.
- (2) The Lessee must comply with all reasonable conditions that may be imposed by the Lessor from time to time in relation to the Lessee's maintenance of the Site.

9.2 Cleaning

The Lessee must at all times keep the Site clean, tidy, unobstructed and free from dirt and rubbish.

9.3 Repair

The Lessee must promptly repair at its own expense to the satisfaction of the Lessor any damage to the Site, including damage of a structural nature, regardless of how it is caused.

9.4 Pest control

The Lessee must keep the Site free of any vermin or any other recognised pests and the cost of extermination will be borne by the Lessee.

9.5 No obligation to Lessor to repair or maintain

The Lessee is wholly and solely responsible for the maintenance and repair of all buildings and improvements comprising the Site, regardless of the cause of the need to repair or maintain, and regardless of the type of repair or maintenance required. The Lessor has no obligation whatsoever to repair or maintain any buildings or improvements comprising the Site.

9.6 Acknowledgement of state of repair of Site

- (1) The Lessee accepts the Site in its present condition relying upon its own enquiries and investigations.
- (2) The site is provided to the Lessee as is. The Lessor provides no guarantee that the site is suitable for the Lessee's proposed use.

10. Building Requirements

10.1 No alterations or building without Lessor's prior approval

- (1) The Lessee must not without prior written consent –
 - (a)
 - (i) from the Lessor;
 - (ii) from any other person from whom consent is required under this Lease; and
 - (iii) required under statute in force from time to time, including but not limited to the planning approval of the Lessee under a local planning scheme of the Lessee and where applicable any Building/Demolition Permit as required under the Building Act 2011 and associated legislation;
 - (b) erect or remove any buildings, structures, alterations, additions or improvements on the Site; or
 - (c) remove any flora or fauna, alter or cut down any flora, or sell, remove or otherwise dispose of any flora, sand, gravel, timber or other materials from the Site or the Land.
- (2) The Lessee acknowledges and agrees that the Lessor will not consent to the alteration, construction or addition to the Site, unless such alteration, construction or addition is strictly in conformity with the building requirements of the Building Act 2011 and associated legislation.
- (3) If the Lessor consents to any matter referred to in clause (1), the Lessor may:
 - (a) consent subject to conditions, and
 - (i) require that work be carried out in accordance with plans and specifications approved by the Lessor or any other person giving consent; and
 - (ii) require that any alteration be carried out to the reasonable satisfaction of the Lessor under the supervision of an engineer or other consultant; and
 - (b) if the Lessor consents to any matter referred to in this clause:
 - (i) the Lessor gives no warranty that the Lessor will issue any consents, approvals, authorities, permits or policies under any statute for such matters; and
 - (ii) the Lessee must apply for and obtain all such consent approvals, authorities, permits or policies as are required at law before undertaking any alterations, additions, improvements or demolitions.

10.2 Cost of Works

All works undertaken under this clause will be carried out at the Lessee's expense.

10.3 Conditions

Where the Lessee is required to carry out any other works pursuant to this Lease, any written law, or any consent or approval given to the Lessee, then the Lessee must at the option of the Lessor either -

- (c) carry out those other works at the Lessee's expense; or
- (d) permit the Lessor to carry out those other works at the Lessee's expense,

in accordance with the Lessor's reasonable requirements.

10.4 Conditions

In the event the Lessee fails to obtain written consent for any building alterations or additions the Lessor may issue a Notice to remove any such alterations or additions and if the Lessee fails to comply with that Notice within the reasonable time prescribed by that Notice, the Lessor may immediately terminate this Lease and the provisions of **clause 21** will apply and no compensation or other consideration shall be payable or claimable by the Lessee from the Lessor for or arising out of the termination of the Lease pursuant to this clause.

11. Unsafe or dangerous building or structures

11.1 Unsafe or dangerous buildings or structures

- (1) Notwithstanding any other provision of the Lease, in the event the Lessor, acting reasonably, determines that any building or structure erected on the Site is unsafe or dangerous the Lessor may issue the Lessee a Notice requiring the Lessee within a reasonable period of time to either:
 - (a) remove the unsafe or dangerous structure or building from the Site; or
 - (b) undertake rectification works to make the building or structure safe.
- (2) In the event the Lessee fails to comply with the Notice issued pursuant to paragraph (1) within the time specified in the Notice, the Lessor may immediately terminate this Lease and the provisions of **clause 0** will apply and no compensation or other consideration shall be payable to or claimable by the Lessee from the Lessor for or arising out of the termination of the Lease pursuant to this clause.

11.2 Smoke Detectors and Gas Certificates

- (1) Within 60 days of the Commencement Date, the Lessee must install to the Lessor's reasonable satisfaction a lithium ion battery smoke detector or any other approved detector as specified in the relevant legislation in any building or structure erected or located upon the Site.
- (2) The Lessee must provide to the Lessor gas safety certificates for any gas installation on the site.

12. Restrictions on use

12.1 Generally

- (1) The Lessee must not and must not suffer or permit a person to -

- (a)
 - (i) use the Site or any part of it for any purpose other than for the purpose set out at Item 9 of the Schedule; or
 - (ii) use the Site for any purpose which is not permitted under any local planning scheme or any law relating to health;
 - (b) do or carry out on the Site any harmful, offensive or illegal act, matter or thing;
 - (c) do or carry out on the Site any thing which causes a nuisance, damage or disturbance to the Lessor or to owners or occupiers of adjoining properties;
 - (d) store any dangerous compound or substance on or in the Site;
 - (e) interfere with the reasonable peace, comfort and privacy of neighbours; or
 - (f) display from or affix any signs, notices or advertisements on the Site without the prior authorisation of the Lessor (other than "for sale" signs).
- (2) Notwithstanding any other provision of the Lease, in the event the Lessor, acting reasonably, determines that the Lessee has suffered or permitted any person to do any of the above as detailed in 12.1 the Lessor may issue the Lessee a Notice requiring the Lessee within a reasonable period of time to either:
- (a) Remove or cease the action
- (3) In the event the Lessee fails to comply with the Notice issued pursuant to paragraph (2) within the time specified in the Notice, the Lessor may immediately terminate this Lease and the provisions of clause 21 will apply and no compensation or other consideration shall be payable to or claimable by the Lessee from the Lessor for or arising out of the termination of the Lease pursuant to this clause.

12.2 Short term accommodation only

- (1) The Lessee acknowledges and agrees that the Site may only be utilised for short term holiday accommodation.
- (2) The Lessee must not and must not suffer or permit a person to occupy the Site for over 120 days in aggregate within any 12 month period.
- (3) The Lessee acknowledges and agrees that this clause is an essential provision of the Lease, and in the event of non-compliance the Lessor may immediately terminate this Lease and the provisions of **clause 0** will apply and no compensation or other consideration shall be payable to or claimable by the Lessee from the Lessor for or arising out of the termination of the Lease pursuant to this clause.

12.3 No Toilets or showers, kitchen sink only

- (1) The Lessee must not and must not suffer or permit within the Site a toilet or shower, or plumbing which will permit the installation of a toilet or shower.
- (2) The Lessee must remove any permanent existing toilet or shower and/or plumbing which permits the installation of a toilet or shower within 30 days of the commencement of this lease.
- (3) The Lessee and Lessor acknowledge and agree that the Lessee may install a kitchen sink on the nominated Site. A semi permanent hose connected to the external water tap (similar to caravans) is acceptable with the outlet tap located over a kitchen sink only. The sink will discharge via a trapped waste pipe to a soakwell. The expectation is that when the shack is unoccupied the hose will be disconnected from the water supply.
- (4) The Lessee may install, with the Lessor's prior written consent, a single 600mm soakwell with a concrete lid upon the Site. The soakwell will be for kitchen grey water only. Any application must include an appropriate quality sketch depicting the proposed location of the soakwell. The soakwell must be protected from vehicular traffic due to its location, or the installation of bollards.
- (5) The Lessee may with the Lessors prior written approval install a portable toilet on the nominated site.
- (6) The Lessee may with the Lessors prior written approval install an external (beach) shower. The external beach showers will be connected to a semi permanent hose connected to an external water tap (similar to caravans). The expectation is that when the shack is unoccupied the hose will be disconnected from the water supply.

12.4 Gas Locker

- (1) The Lessee must only install a gas locker with the Lessor's prior written consent.
- (2) Any application to install a gas locker must specify the details and specifications of the proposed gas locker.

12.5 Vehicles, Boats, Trailers & Caravans

- (2) The Lessee must not and must not suffer or permit a person to park a motor vehicle exceeding 3.5 tonnes in gross weight on the Reserve unless prior permission has been provided by the Lessor. The Lessee may park a Motor Vehicle, boat and/or trailer upon the Site or any part of the Common Areas which is set aside by signs for parking provided that:
 - (a) the Lessee is in current occupation of the Site; and
 - (b) in relation to parking on the Site the boat, trailer or Motor Vehicle is located within the boundary of the Site and does not encroach into the adjoining land.
- (3) If any Motor Vehicle, caravan, trailer or boat is parked or stored on the Site or the Land in breach of this clause, the Lessor may immediately remove such Motor Vehicle, trailer, boat or caravan.

12.6 No generators

- (1) Subject to paragraph (2), the Lessee must not and must not suffer or permit a person to use a generator on the Site or Land.
- (2) The Lessor may permit, in its absolute discretion, a generator to be utilised for construction purposes for a specified period of time. If the Lessee wishes for a generator to be utilised for construction purposes it must obtain the prior written approval of the Lessor.

12.7 Solar and Wind Power Sources

- (1) The Lessee may only install, with, solar panels, wind turbines and other non-electrical power sources with the Lessor's prior written consent.
- (2) Any application to the Lessor for consent to install solar panels, wind turbines or other non-electrical power sources must specify the details and specifications of the proposed devices.

12.8 No fence

- (1) Subject to paragraph (2), the Lessee must not and must not suffer or permit a person to erect a permanent fence or similar structure or obstruction on the Site or the Land.
- (2) The Lessee may place temporary fencing on the Site, provided that any such fencing:
 - (a) is not permanently affixed or erected on the Site and is able to be removed at any time;
 - (b) is entirely comprised within the boundaries of the Site;
 - (c) does not cause any obstruction to any other part of the Land; and
 - (d) does not cause or create any risk, danger, or hazard to any other users or occupiers of the Land.
- (3) All existing fences and structures which do not comply with paragraph (2) must be removed by the Lessee within thirty (30) days of the Commencement Date, unless the Lessor has approved such fences or structures in writing.

12.9 The No Warranty

The Parties agree that the Site shall be provided to the Lessee on an 'as is' basis and that the Lessor provides no guarantee that the Site is suitable for the Lessee's intended use.

12.10 Acknowledgement - located in close proximity to Alcoa Refinery

The Lessee acknowledges that the Land and the Site are located close to Alcoa Kwinana Refinery, and as a consequence the amenity of the Land and the Site could be adversely impacted.

12.11 Residential Tenancy Act does not apply

The Lessee and the Lessor acknowledges that the Land and the Site are not subject to the provisions of the *Residential Tenancy Act* 1987 or the *Residential Parks (Long-Stay Tenants) Act* 2006.

12.12 Indemnity for Costs

The Lessee indemnifies the Lessor against any claims or demands for all reasonable costs, on a solicitor client basis, incurred by the Lessor by reason of any claim in relation to any matters set out in this clause.

13. Common Areas

13.1 Comply with Rules and Regulations in relation to Common Areas

The Lessee must comply with all rules and regulations made by the Lessor, from time to time, with respect to the Common Areas provided that the Lessor gives the Lessee seven (7) days prior written notice of any amendments to such rules and regulations. For information purposes, the current rules and regulations in annexed hereto as **Annexure 3**.

13.2 Damage to common areas

The Lessee must make good any breakage defect or damage to the Common Areas or the Site and any appurtenance or equipment therein caused by want of care misuse or abuse on the part of the Lessee or the Lessee's Agents or by any breach of this Lease by the Lessee.

13.3 Lessors obligations

The Lessor must, at its own cost:

- (a) maintain to a good standard all roads on the land
- (b) maintain in good order and condition all Common Areas, toilets on the Land and all services to the Land; and
- (c) effect and maintain public liability insurance with respect to Common Areas and the Land (other than the Site) for a sum not less than the sum set out at Item 10 of the Schedule in respect of any one claim.

14. Limit of Lessor's liability

- (1) The Lessor will not be liable for loss, damage or injury to any person or property in or about the Site however occurring.
- (2) The Lessor is only liable for breaches of the Lessor's Covenants set out in this Lease which occur while the Lessor is the management body of the Site under the Management Order.
- (3) The Lessor will not be liable for any failure to perform and observe any of the Lessor's Covenants due to any cause beyond the Lessor's control.

15. Lessor's right of entry

15.1 Entry on Reasonable Notice

The Lessee must permit entry by the Lessor or any person authorised by the Lessor onto the Site without notice in the case of an emergency, and otherwise upon reasonable notice -

- (a)
 - (i) at all reasonable times;
 - (ii) with or without workmen and others; and
 - (iii) with or without plant, equipment, machinery and materials;
- (b) for each of the following purposes -
 - (i) to inspect the state of repair of the Site and to ensure compliance with the terms of this Lease;
 - (ii) to undertake an external audit of the building or other structure, constructed or erected on the Site;
 - (iii) to carry out any survey or works which the Lessor considers necessary, however the Lessor will not be liable to the Lessee for any compensation for such survey or works provided they are carried out in a manner which causes as little inconvenience as is reasonably possible to the Lessee;

- (iv) to comply with the Lessor's Covenants or to comply with any notice or order of any authority in respect of the Site for which the Lessor is liable; and
- (v) to do all matters or things to rectify any breach by the Lessee of any term of this Lease but the Lessor is under no obligation to rectify any breach and any rectification under this **clause 15(b)(v)** is without prejudice to the Lessor's other rights, remedies or powers under this Lease.

15.2 Costs of Rectifying Breach

All reasonable costs and expenses incurred by the Lessor as a result of any breach referred to at **clause 15(b)(v)** together with any interest payable on such sums will be a debt due to the Lessor and payable to the Lessor by the Lessee on demand.

15.3 Lessor to make good

The Lessor must, at its cost, make good any damage caused to the Site or the Lessee's property as a result of the Lessor exercising its rights under **clause 15**.

16. Statutory obligations and notices

16.1 Comply with Statutes

The Lessee must -

- (c) comply promptly with all statutes and local laws from time to time in force relating to the Site, including without limitation all relevant laws relating to occupational health and safety and the health and safety of all persons entering upon the Site;
- (d) apply for, obtain and maintain in force all consents, approvals, authorities, licences and permits required under any statute for the use of the Site; and
- (e) comply promptly with all orders, notices, requisitions or directions of any competent authority relating to the Site.

16.2 Safety & Testing Obligations

- (1) The Lessee acknowledges and agrees that it is fully responsible at its costs for ensuring that the Site and any fixtures or fittings are regularly tested, maintained and inspected to ensure that the Site and such fixtures and fittings comply with all statutory requirements and are safe for use.
- (2) To comply with its obligation pursuant to **clause 15(1)** above, the Lessee acknowledges that it will be required to, amongst other things:
 - (a) comply with the requirements of the *Occupational Safety and Health Act 1984*, including without limitation the requirement for all portable plug-in electrical equipment and residual current devices to be safe and appropriately inspected, tested and maintained by a competent person; and
 - (b) comply with all relevant requirements of the Fire & Emergency Services Authority of Western Australia (FESA), including without limitation the requirement to ensure that all fire protection and fire fighting equipment located, or installed at the Site, is tested regularly for compliance with Australian Standards and FESA's requirements.
- (3) The Lessor acknowledges and agrees that it is responsible for all items installed in the common areas and will be responsible for testing and maintaining the Fire Fighting Equipment installed in the common areas.

16.3 Indemnity if Lessee Fails to Comply

If the Lessee fails to perform, discharge or execute any of the items referred to in **clause 16.1** and **16.2** the Lessee indemnifies the Lessor against any claims, demands, reasonable costs or other payments incurred by the Lessor of or incidental to any of the items referred to in **clause 16.2 and 16.2.**

17. Report to Lessor

The Lessee shall as soon as practicable report to the Lessor -

- (a) any act of vandalism or any incident which occurs on or near the Site which involves or is likely to involve a breach of the peace or become the subject of a report or complaint to the police and of which the Lessee is aware or should be aware;
- (b) any occurrence or circumstances in or near the Site of which it becomes aware, which might reasonably be expected to cause, in or on the Site, pollution of the environment; and
- (c) all notices, orders and summonses received by the Lessee and which affect the Site and immediately deliver them to the Lessor.

18. Restrictions on Assignment; No sub-letting or charging

18.1 No subletting

The Lessee must not sublet, licence or part with possession of the Site without the Lessor's and the Minister for Land's prior written consent.

18.2 No assignment or sub-letting without consent

The Lessee must not assign or sell the leasehold estate in the Site, or dispose of the Site or any part of the Site without the prior written consent of the Lessor and the Minister for Lands' consent which may be withheld in its absolute discretion.

18.3 Minimum Conditions for Lessor's Consent to Assignment

The Lessee acknowledges that the Lessor will not provide its consent to the transfer, sale or assignment of the leasehold estate in the Site, unless:

- (d) all Amounts Payable due and payable have been paid and there is no existing unremedied breach, whether notified to the Lessee or not, of any of the Lessee's Obligations;
- (e) the Lessee procures the execution by the proposed assignee of a deed of assignment to which the Lessor is a party and which deed is prepared and completed by the Lessor's solicitors; and
- (f) the assignment contains a covenant by the assignee with the Lessor to pay all Amounts Payable and to perform and observe all the Lessee's Obligations.

18.4 Consents of Assignee Supplementary

The covenants and agreements on the part of any assignee will be supplementary to the Lessee's Obligations and will not release the assigning lessee from the Lessee's Obligations.

18.5 Property Law Act 1969

Sections 80 and 82 of the *Property Law Act 1969* are excluded.

18.6 Costs for assignment

If the Lessee wishes to assign the leasehold estate created by this Lease the Lessee must pay all reasonable professional and other costs, charges and expenses, incurred by the Lessor or other person whose consent is required under this Lease, of and incidental to any consents required under this Lease or at law, and all other matters relating to the proposed assignment whether or not the assignment proceeds.

18.7 No mortgage or charge

The Lessee must not mortgage nor charge the Site.

19. Damage or destruction

- (4) If the Site or any part thereof is totally or partially destroyed so as to require major rebuilding either party may within 2 months of the destruction or the damage terminate the Term with immediate effect by giving Notice to the other party.
- (5) If this Lease is terminated in accordance with this clause, **clause 0** will apply.

20. Minister for Lands may terminate upon notice

- (6) Notwithstanding any other provision of this Lease, the Lessor and Lessee covenant and agree that the Minister for Lands may terminate this Lease for any reason upon six months written notice to the Lessee and Lessor.
- (7) No compensation or other consideration shall be payable to or claimable by the Lessee from the Lessor for or arising out of the termination of the Lease by the Minister for Lands.
- (8) If this Lease is terminated in accordance with this clause, **clause 0** will apply.

21. Obligations upon Termination

21.1 Yield up Site

On Termination the Lessee must -

- (a) peacefully surrender and yield up to the Lessor the Site in a condition consistent with the observance and performance of the Lessee's Obligations under this Lease; and
- (b) surrender to the Lessor all keys and security access devices and combination for locks providing access to or within the Site held by the Lessee whether or not provided by the Lessor.

21.2 Remove all improvements, structures and property

Unless otherwise agreed by the Lessor in writing pursuant to clause 21, in the event this Lease is terminated or otherwise determined the Lessee must at its cost and to the Lessor's satisfaction:

- (a) remove any improvements, buildings and fixtures and all septic tanks, drains and soakwells constructed or located on the Site, including without limitation all concrete floors and asbestos sheeting, if any. The removal of any asbestos must be in strict accordance with the *Health (Asbestos) Regulations 1992*;

- (b) following the removal of any improvements, buildings and fixtures and all septic tanks, drains and soakwells in accordance with paragraph (a), level the Site and clear it of all materials; and
- (c) remove any contaminated soil from the Site.

21.3 Failure to remove or restore

- (1) If the Lessee fails to comply with **clause 21** within 60 days following termination or determination of the Lease the Lessor may at its option:
 - (a) remove all improvements, buildings and fixtures and all septic tanks, drains and soakwells from the Site;
 - (b) restore the Site; or
 - (c) remove any contaminated soil.
- (2) In respect of any cost incurred by the Lessor in undertaking any works pursuant to **clause 15(1)**, the Lessee authorises the Lessor to draw upon the Demolition Levy without notice. If the Demolition Levy is insufficient to cover such cost, then any amount in excess of the Demolition Levy shall be a liquidated debt recoverable from the Lessee by the Lessor in a court of competent jurisdiction.

21.4 Return of Removal Bond

- (1) If the Lessee complies with its obligations pursuant to clause 21 to the Lessor's reasonable satisfaction, the Lessor will return to the Lessee the Demolition Levy with thirty (30) days of the Lessor being satisfied.
- (2) If the Lessor exercises its rights pursuant to clause 21 and draws upon the Demolition Levy, in the event a portion of the Demolition Levy remains after the completion of such works by the Lessor, the Lessor will return the remaining amount of the Demolition Levy to the Lessee within thirty (30) days.

21.5 Limited right for structures to remain

- (1) The Lessor may permit in its absolute discretion some or all improvements, buildings and fixtures and septic tanks, drains and soakwells to remain on the Site following determination of this Lease. The Lessor will only permit structures or buildings to remain if:
 - (a) the Lessee is to be granted a further lease of the Site; and
 - (b) all structures on the Site comply with the requirements of the Building Requirements.
- (2) The Lessor's permission pursuant to paragraph (1) above must be obtained at least three months prior to the expiry of the Term.

21.6 Clause to survive termination

The Lessee's obligations in this clause shall survive Termination.

22. Default

22.1 Events of Default

A default occurs if -

- (a) the Lessee is in breach of any of the Lessee's Obligations for 28 days after a Notice has been given to the Lessee to rectify the breach or to pay compensation in money;
- (b) any execution or similar process is made against the Site on the Lessee's property;
- (c) the Site is permanently vacated; and
- (d) a person other than the Lessee or assignee is in occupation or possession of the Site or in receipt of a rent and profits.

22.2 Forfeiture

On the occurrence of any of the events of default specified in clause 22 the Lessor may -

- (a) without prior notice and at any time enter and take possession of the Site and, where that occurs, the Lease shall be terminated immediately from that date of entry; and
- (b) give notice to the Lessee terminating the Lease and the Lease shall be terminated immediately from the date of that notice;

and, where the Lessor terminates the Lease under this **clause 22.2**, the Lessor will retain all of its rights in respect of any other breach by the Lessee of the Lessee's Obligations and the Lessee will not be released from any liability in respect of the Lessee's Obligations.

22.3 Lessor may remedy breach

If the Lessee -

- (a) fails or neglects to pay the Amounts Payable by the Lessee under this Lease; or
- (b) does or fails to do anything which constitutes a breach of the Lessee's Obligations,

then, after the Lessor has given to the Lessee notice of the breach and the Lessee has failed to rectify the breach within a reasonable time, the Lessor may without affecting any right, remedy or power arising from that default pay the money due or do or cease the doing of the breach as if it were the Lessee and the Lessee must pay to the Lessor on demand the Lessor's reasonable costs and expenses of remedying each breach or default.

22.4 Acceptance of Amount Payable By Lessor

Demand for or acceptance of the Amounts Payable by the Lessor after an event of default has occurred will not affect the exercise by the Lessor of the rights and powers conferred on the Lessor by the terms of the Lease or at law and will not operate as an election by the Lessor to exercise or not to exercise any right or power.

22.5 Essential Terms

Each of the Lessee's Obligations in **clauses 5** (Lease Fee and other payments), **7** (Insurance), **8** (Indemnity), **9** (Maintenance, repair and cleaning), **12** (Restrictions on use), **10** (Building Requirements); **0** (Restrictions on Assignment; No sub-letting or charging), are essential terms of this Lease but this **clause 0** does not mean or imply that there are no other essential terms in this Lease.

22.6 Breach of Essential Terms

If the Lessee breaches an essential term of this Lease then, in addition to any other remedy or entitlement of the Lessor -

- (a) the Lessee must compensate the Lessor for the loss or damage suffered by reason of the breach of that essential term;
- (b) the Lessor will be entitled to recover damages against the Lessee in respect of the breach of an essential term;
- (c) the Lessee covenants with the Lessor that if the Term is determined -
 - (i) for breach of an essential term or the acceptance by the Lessor of a repudiation of this Lease by the Lessee; or
 - (ii) following the failure by the Lessee to comply with any notice given to the Lessee to remedy any default,

the Lessee must pay to the Lessor on demand the total of the Amounts Payable under this Lease which would have been payable by the Lessee for the unexpired balance of the Term as if the Term had expired by effluxion of time together with the losses incurred or reasonably expected to be incurred by the Lessor as a result of the early determination including but not limited to the costs of re-letting or attempting to re-let the Site; and
- (d) the Lessee agrees that the covenant set out in this clause 22.6 will survive termination or any deemed surrender at law of the estate granted by this Lease.

23. Disputes

23.1 Referral of Dispute: Phase 1

Except as otherwise provided any dispute arising out of this Lease is to be referred in the first instance in writing to the lessor's representative as nominated in writing by the Lessor from time to time (**Lessor's Representative**) who shall convene a meeting within 10 days of receipt of such notice from the Lessee or such other period of time as is agreed to by the parties between the Lessor's Representative and an officer of the Lessee for the purpose of resolving the dispute (**Original Meeting**).

23.2 Referral of Dispute: Phase 2

In the event the dispute is not resolved in accordance with **clause 23.1** of this Lease then the dispute shall be referred in writing to the CEO of the Lessor who shall convene a meeting within 10 days of the Original Meeting or such other date as is agreed to by the parties between the CEO and the Lessee for the purpose of resolving the dispute.

23.3 Appointment of Arbitrator: Phase 3

In the event the dispute is not resolved in accordance with **clause 23.2** of this Lease then the dispute shall be determined by a single arbitrator under the provisions of the *Commercial Arbitration Act* 1985 (as amended from time to time) and the Lessor and the Lessee may each be represented by a legal practitioner.

23.4 Payment of Amounts Payable

The Lessee must continue to pay the Amounts Payable in full until the date of the Arbitrator's decision or the date of an agreement between the Parties, whichever event is the earlier, and if upon resolution of the dispute the Lessee is deemed to have paid more than required, the Lessor will refund to the Lessee any such overpayment.

24. No Absolute Caveat

The Lessee nor any person on behalf of the Lessee will, without the prior written consent of the Lessor, lodge any absolute caveat at Landgate against the Certificate of Title for the Land, to protect the interests of the Lessee under this Lease.

25. Goods and services tax

(a) Lessee must Pay

If GST is payable on the Basic Consideration or any part thereof or if the Lessor is liable to pay GST in connection with the sublease of the Site or any goods, services or other Taxable Supply supplied under this Lease then, as from the date of any such introduction or application:

- (i) the Lessor may increase the Basic Consideration or the relevant part thereof by an amount which is equal to the GST Rate; and
- (ii) the Lessee shall pay the increased Basic Consideration on the due date for payment by the Lessee of the Basic Consideration.

(b) Increase in GST

If, at any time, the GST Rate is increased, the Lessor may, in addition to the GST Rate, increase the Basic Consideration by the GST Adjustment Rate and such amount shall be payable in accordance with this clause.

(c) GST invoice

Where the Basic Consideration is to be increased to account for GST pursuant to this clause the Lessor shall in the month in which the Basic Consideration is to be paid, issue a Tax Invoice which enables the Lessee to submit a claim for a credit or refund of GST.

26. No Fetter

Notwithstanding any other provision of this Lease, the Parties acknowledge that the Lessor is a local government established by the *Local Government Act 1995*, and in that capacity, the Lessor may be obliged to determine applications for consents, approvals, authorities, licences and permits having regard to any Written Law governing such applications including matters required to be taken into consideration and formal processes to be undertaken, and the Lessor shall not be taken to be in default under this Lease by performing its statutory obligations or exercising its statutory discretions, nor shall any provision of this Lease fetter the Lessor in performing its statutory obligations or exercising any discretion.

27. Acts by agents

All acts and things which the Lessor is required to do under this Lease may be done by the Lessor, the CEO, an officer or the agent, solicitor, contractor or employee of the Lessor.

28. Statutory powers

The powers conferred on the Lessor by or under any statutes for the time being in force are, except to the extent that they are inconsistent with the terms and provisions expressed in this Lease, in addition to the powers conferred on the Lessor in this Lease.

29. Notice

29.1 Form of delivery

A Notice to a Party must be in writing and may be given or made -

- (a) by delivery to the Party personally; or
- (b) by addressing it to the Party and leaving it at or posting it by registered post to the address of the Party appearing in this Lease or any other address nominated by a Party by Notice to the other.

29.2 Service of notice

A Notice to a Party is deemed to be given or made -

- (a) if by personal delivery, when delivered;
- (b) if by leaving the Notice at an address specified in **clause 29(b)**, at the time of leaving the Notice, provided the Notice is left during normal business hours; and
- (c) if by post to an address specified in **clause 29(b)**, on the second business day following the date of posting of the Notice.

29.3 Signing of notice

A Notice to a Party may be signed -

- (a) if given by an individual, by the person giving the Notice;
- (b) if given by a corporation, by a director, secretary or manager of that corporation;
- (c) if given by a local government, by the CEO;
- (d) if given by an association incorporated under the *Associations Incorporation Act 1987*, by any person authorised to do so by the board or committee of management of the association; or
- (e) by a solicitor or other agent of the individual, corporation, local government or association giving the Notice.

30. Severance

If any part of this Lease is or becomes void or unenforceable, that part is or will be severed from this Lease to the intent that all parts that are not or do not become void or unenforceable remain in full force and effect and are unaffected by that severance.

31. Variation

This Lease may be varied only by deed executed by the parties subject to such consents as are required by this Lease or at law.

32. Moratorium

The provisions of a statute which would, in any respect, affect the terms of this do not, to the fullest extent permitted by law, apply to limit the terms of this Lease.

33. Further assurance

The Parties must execute and do all acts and things necessary or desirable to implement and give full effect to the terms of this Lease.

34. Payment of money

Any Amounts Payable to the Lessor under this Lease must be paid to the Lessor at the address of the Lessor referred to in the Lease or as otherwise directed by the Lessor by Notice from time to time.

35. Waiver

- (1) Failure to exercise or delay in exercising any right, power or privilege in this Lease by a Party does not operate as a waiver of that right, power or privilege.
- (2) A single or partial exercise of any right, power or privilege does not preclude any other or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.

36. Governing law

This Lease is governed by and is to be interpreted in accordance with the laws of Western Australia and, where applicable, the laws of the Commonwealth of Australia.

Schedule

Item 1. Lessee

[Insert full name and address of Lessee]

Item 2. Land

Reserve 24308 being Lot 373 on Deposited Plan 219595 being the land comprised within Crown Land Title LR 3107 Folio 425.

Item 3. Site

That part of the Land depicted on the sketch annexed hereto as **Annexure 1**, and known as "Shack X".

Item 4. Term

5 years commencing on 1 September 2012 and expiring on 31 August 2017.

Item 5. Commencement Date

1 September 2012.

Item 6. Lease Fee

Two Thousand Dollars (\$2,000.00) per annum payable annually in advance, with the first payment due on the Commencement Date.

Item 7. Demolition Levy

Three Hundred Dollars (\$300.00) per year payable annually in advance, with the first payment due on the Commencement Date.

Item 8. Review Date

- a) Subject to Item 8(b) the Lease Fee and Removal Bond will be reviewed annually on the anniversary of the Commencement Date, in every year of the Term and any further term.
- b) The Removal Bond will be fixed for the first two years commencing on the commencement date.

Item 9. Permitted Purpose

Short term holiday accommodation.

Item 10. Public Liability Insurance

Ten million dollars (\$10,000,000.00).

Signing page

EXECUTED by the parties as a Deed

2011

THE COMMON SEAL of the CITY OF
COCKBURN was hereunto affixed in the
presence of:)
)
)

_____ (Signed)	_____ (Position)	_____ (Print Full Name)
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_____ (Signed)	_____ (Position)	_____ (Print Full Name)
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SIGNED by the said insert Lessee's name)
in the presence of)

Witness sign:

Witness print full name:

Address:

Occupation:

MINISTER FOR LANDS CONSENT

Attachment 2

CITY OF COCKBURN

DISPOSITION OF PROPERTY

Section 3.58 of Local Government Act 1995

The City of Cockburn is considering disposing of the following sites on Reserve 24308, Cockburn Road, Naval Base by way of lease to the names contained in the list below for a consideration of \$2,000.00 per site. A recent market valuation by a licensed valuer was \$3578.00 per annum. Anyone wishing to make a submission on the proposal should do so within fifteen (15) days of the date of this publication.

L Morris & R D Graham,
R S Tuckey, DB & S Minchin
Family Trust, M Bradford, P &
A Hennessey, T Ravlich, B & S
Gilmore, F & M Mavilia, R & J
Van Zvol, W De Marniel
A Olivieri & S Acciano, T P
D'Espaignet, T Oliveira, M
Marinovic, T F Howley,
Howley, D I Ross, J R
Westbrook, G & N Brown, V J
Prater, A Milne, A & S De
Jager, A Singleton, J Wragg,
R Henderson, P & K Pedrini,
G R Barradell, B Wilmot, G J
Reynolds, D Greenwood, B
Matthews, K Henning, J
Wragg, M Ravlich, A Jensen,
P & G Johansson, J Robane,
G A Plover, S J Cochian, H V
Fenner, K Fenner, L Longstaff,
W Lafferty, P Higgins &
Stoddard, J J Wignall, B J & L
C D Duffy, S Spencer, S Daly,
N Nelson, G K Davis, D
Luscombe, F R Pirinui, D & C
Walker, J L Nelson, G J
Lambert, S Marjanovic, E A
Martinovich, W Waaka, B J &
C W Olsen, J & C Tenda, I E
Walsh, B I Nelson, K & G Guy,
M Curtis, L Melvyn & M L
Dawe, G Michael & N Brown,
C Fatiak, J Sterry, T Turtle, A
M Stilling, J Davies, A
Jennings, R Tuhakaraina, T Y
Gordon, C Summers, B C Bell,
K Faulkner, P A Gill, M Sokol,
N E Waters, N Gobby, P A
Miller, A Olivieri & S Acciano,
S Acciano, J K Wenman, F
Sapatu, R L Chen, P W Perry,
D & J A Ray, P R Holland, D
Sloan, P M Curry, A Andony, J
A Shoy, T Murdock, G
Holman, R Pearce, R H
Wilkins, C & C Fly, G K Mora,
M Battistessa & S Burns, G
Pickford, A R Faragone,
Clements, R John & M E
Davies, R Vagg, D Brown &
Miceli, N J & L Williams, Y
Levet & M Tenana, R E
Koza, O Armarego, A
Armarego, M Hogarty & G &
Byers, K L Cavanaugh, S J
Pender, P & J Chambers, J
Eleanor & W H Sidebottom, L
M Tierney, J Brown, G
Burrows & D Saunders, K M
Britto, K J Woodhouse, R J
Brereton, J R Westbrook, GW
DJ MJ & TW Reynolds, D & J
Hancock, W Knuckey, S C
Goodsell, W J & K Bushby, J
Nelson, I J & C Stockden, K
Nelson, R G Atkinson, A Elliot
& Vivienne Albert, P Babich, E
McCole, T E Geilman, R M
Graffin, P & M Kent, P & L
Stallard, J & T Greshon, E
Radonich & N Smith, V G
Pileggi, D & M Sameo, M E
Reynolds, P Garbin, A Nelson,
G De-Vries, J Tu, P Piscetek,
H Shoy, R P Pengilly, P
Nicholaids, G D Clint, B M
Oates, DG TJC & A Albert, V
Stevenson, J Stevenson, T
Vilksaon, M McDonald & D Di
Giulio, A I Brown, M Candy, P
Henderson, S R Chisholm, G
D Rodgers, R Rowland, J
Anderton, D Di Giulio & M
McDonald, J Merema, R & C
Curry, S M Radonich, J J & D
Gray, D C Rainer, M P
Hennings, R P Pengilly, G
Bird, D I Nelson.
Stephen Cain
Chief Executive Officer
City of Cockburn

Jeff Anderton

Mr Steven Kane
Chief Executive Officer
City of Cockburn

Dear Mr Kane,
Re Advertisement Naval Base Leases.

I support the intent that a lease it to be offered to the Park; however I again object to the intent of the Lease being of a Commercial nature.

To explain, previously the City managed the Park as a Caravan Park for many years; this was confirmed in the briefing note provided to council previously. It is not enough to say the chalets do not conform to these regulations. The State Government has legislation for the various Park homes, after many years of problems they enacted these legislations to ensure the rights of the parties and allow better management.

The Acts come under the Department of Commerce or Consumer protection and are administered by Local Government. They allow for dispute resolution, management committees, rights of the parties and more. By forcing a Commercial type lease we the lessees lose the protection of the consumer protection and the various Acts.

Local Government is charged with administering the Caravan and Camping Act, Park homes in general, retirement homes, residential parks and so forth. The City is avoiding it responsibilities by going outside current legislation and setting a bad example for others to follow. The Consumer protection has said to me, even if they wanted to go outside the Act they should at least use the standard agreements provided or face a challenge later that their lease is unreasonable or unjust. I think this Park should be managed under one of the existing sets of legislation.

I suggest the lease needs to be changed; this would only make it easier to administer the Park. It would not take much mainly the dispute clauses, bonds and required Management Committees.

I thank you in anticipation

Jeff Anderton
21/06/2012



5

PLAN NOTES

1. FUTURE RESIDENTIAL DEVELOPMENT SHALL NOT DIRECTLY ABUT ROWLEY ROAD. FUTURE LOCAL STRUCTURE PLANNING IS TO DEMONSTRATE A SUITABLE INTERFACE TREATMENT (E.G. LINEAR PUBLIC OPEN SPACE, SERVICE ROAD DESIGN WITH FRONTING RESIDENTIAL DEVELOPMENT) BEING PROVIDED TO THE FUTURE ROWLEY ROAD FREIGHT ACCESS ROUTE.

2. FUTURE ACCESS ROAD TO BE PROVIDED AS A FULL INTERSECTION UNTIL ROWLEY ROAD IS UPGRADED AND CONSTRUCTED TO A REGIONAL ROAD AT WHICH TIME THE INTERSECTION WILL BE CONVERTED AND MAINTAINED AS LEFT INLET OUT ACCESS ONLY.

3. AS PART OF THE UPGRADE OF ROWLEY ROAD, GRADE SEPARATED PEDESTRIAN AND VEHICULAR ACCESS IS TO BE PROVIDED AS A CONTINUATION OF BARFIELD ROAD, IN ORDER TO MAINTAIN CONNECTIVITY BETWEEN FUTURE DEVELOPMENT TO THE SOUTH OF ROWLEY ROAD.

4. FUTURE STRUCTURE PLANNING OF THE CELL SOUTH OF WATTLEUP ROAD MUST PROVIDE AN APPROPRIATE INTERFACE WITH RESIDENTIAL DEVELOPMENT NORTH OF WATTLEUP ROAD. THIS IS TO HAVE PARTICULAR REGARD TO THE POSITION OF THE WESTERN AUSTRALIAN PLANNING COMMISSION IN RESPECT OF ITS POSITION ON THE ACCEPTABILITY (OR OTHERWISE) OF RESIDENTIAL DEVELOPMENT SOUTH OF WATTLEUP ROAD, AND ALTERNATIVE (NON-RESIDENTIAL) LAND USES THAT MAY BE REQUIRED. ANY IMPACTS ASSOCIATED WITH THE FUTURE DEVELOPMENT OF NON-RESIDENTIAL LAND USES IN THE CELL SOUTH OF WATTLEUP ROAD MUST BE FULLY CONTAINED WITHIN THE CELL BOUNDARIES.

5. NEIGHBOURHOOD CENTRE - THE DESIGN AND FUNCTION OF THE PROPOSED NEIGHBOURHOOD CENTRE SHALL BE BASED ON 'MAIN STREET' PRINCIPLES AND RELEVANT PROVISIONS OF LIVEABLE NEIGHBOURHOODS. ANY ASSOCIATED LOCAL STRUCTURE PLAN MUST ADEQUATELY DEMONSTRATE THROUGH CONCEPT PLANS AND/OR DETAILED AREA PLANS THE MANNER IN WHICH THE CENTRE ADDRESSES THE REQUIREMENTS OF THE RELEVANT SECTIONS OF THE SOUTHERN SUBURBS DISTRICT STRUCTURE PLAN - STAGE 3 REPORT, AND PARTICULARLY THE NEIGHBOURHOOD CENTRE CONCEPT PLAN PROVIDED WITHIN THE REPORT DOCUMENT.

6. NEIGHBOURHOOD NODES - THE DESIGN AND FUNCTIONALITY OF THE NEIGHBOURHOOD NODES SHALL BE DISTINCTLY DIFFERENT TO THE PRIMACY OF THE NEIGHBOURHOOD CENTRE. THESE LOCATIONS ARE TO PROVIDE FOR A RANGE OF MORE LOCALLY FOCUSED ACTIVITIES AND FUNCTIONS. WHERE RETAIL IS PROPOSED, THESE ARE TO NOT EXCEED A MAXIMUM RETAIL FUNCTION OF 300SQM, WITH SUCH FUNCTION BASED UPON A 'CONVENIENCE STORE' TYPE USE.

7. CENTRAL PRECINCT - A COMPREHENSIVE LOCAL STRUCTURE PLAN WILL BE REQUIRED FOR THE CENTRAL NEIGHBOURHOOD CENTRE AND ADJACENT DEVELOPMENT. THE CITY WILL NOT CONSIDER INDIVIDUAL STRUCTURE PLANS IN THIS LOCATION DUE TO THE NEED TO ENSURE THE SUITABLE INTEGRATION OF DEVELOPMENT.

GENERAL NOTES

A. ALL LOCAL STRUCTURE PLANS MUST INCLUDE AND BE INFORMED BY:

- DETAILED LWMS BASED UPON REGIONAL DRAINAGE STUDY,
- DETAILED NOISE MANAGEMENT STRATEGY WHERE LSP ADJOINS ROWLEY ROAD,
- FIRE MANAGEMENT PLAN WHERE LSP IS LOCATED NEAR ROS OR SIGNIFICANT POS,
- FLORA AND FAUNA MANAGEMENT PLAN,
- TRAFFIC MANAGEMENT PLAN,
- CONTAMINATED SITES & ACID SULPHATE SOILS MANAGEMENT PLAN WHERE REQUIRED,
- HERITAGE STUDY WHERE LSP INCLUDES FORMER HISTORIC TRAMWAY,
- TRANSITION AND/OR INTERFACE STRATEGY IN RESPECT OF EXISTING RURAL USES,
- NEIGHBOURHOOD CENTRE CONCEPT PLAN AND DETAILED AREA PLAN WHERE INCLUDED WITHIN LSP AREA,
- NEIGHBOURHOOD NODE CONCEPT PLAN AND DETAILED AREA PLAN.

B. LOCAL STRUCTURE PLANS SUBDIVISION AND DEVELOPMENT OF THE SUBJECT AREA IS TO BE IN ACCORDANCE WITH AN ENDORSED APPLICABLE LOCAL STRUCTURE PLAN.

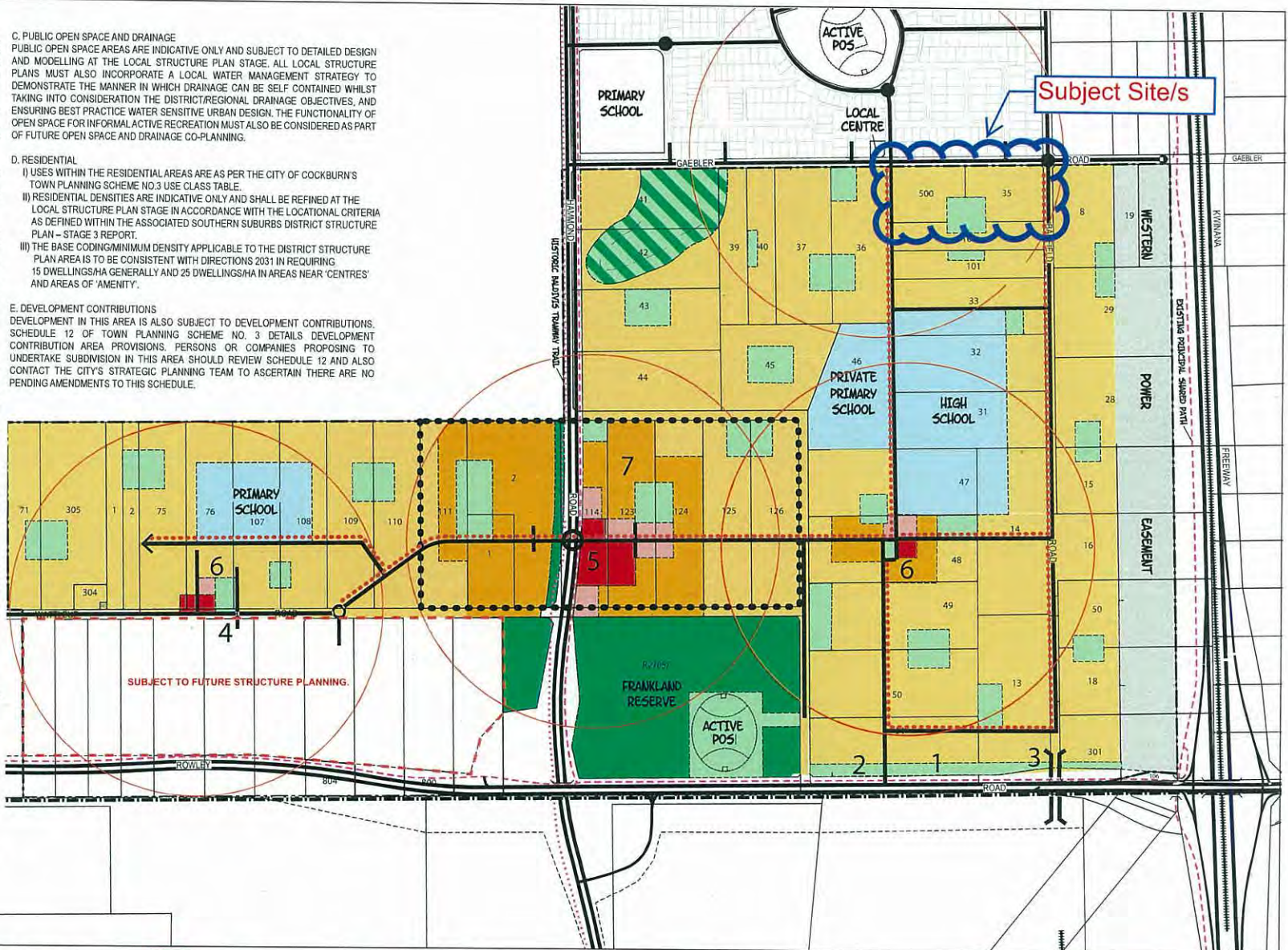
C. PUBLIC OPEN SPACE AND DRAINAGE
PUBLIC OPEN SPACE AREAS ARE INDICATIVE ONLY AND SUBJECT TO DETAILED DESIGN AND MODELLING AT THE LOCAL STRUCTURE PLAN STAGE. ALL LOCAL STRUCTURE PLANS MUST ALSO INCORPORATE A LOCAL WATER MANAGEMENT STRATEGY TO DEMONSTRATE THE MANNER IN WHICH DRAINAGE CAN BE SELF CONTAINED WHILST TAKING INTO CONSIDERATION THE DISTRICT/REGIONAL DRAINAGE OBJECTIVES, AND ENSURING BEST PRACTICE WATER SENSITIVE URBAN DESIGN. THE FUNCTIONALITY OF OPEN SPACE FOR INFORMAL ACTIVE RECREATION MUST ALSO BE CONSIDERED AS PART OF FUTURE OPEN SPACE AND DRAINAGE CO-PLANNING.

D. RESIDENTIAL

- USES WITHIN THE RESIDENTIAL AREAS ARE AS PER THE CITY OF COCKBURN'S TOWN PLANNING SCHEME NO.3 USE CLASS TABLE.
- RESIDENTIAL DENSITIES ARE INDICATIVE ONLY AND SHALL BE REFINED AT THE LOCAL STRUCTURE PLAN STAGE IN ACCORDANCE WITH THE LOCATIONAL CRITERIA AS DEFINED WITHIN THE ASSOCIATED SOUTHERN SUBURBS DISTRICT STRUCTURE PLAN - STAGE 3 REPORT.
- THE BASE CODING/MINIMUM DENSITY APPLICABLE TO THE DISTRICT STRUCTURE PLAN AREA IS TO BE CONSISTENT WITH DIRECTIONS 2031 IN REQUIREING 15 DWELLINGS/HA GENERALLY AND 25 DWELLINGS/HA IN AREAS NEAR 'CENTRES' AND AREAS OF 'AMENITY'.

E. DEVELOPMENT CONTRIBUTIONS

DEVELOPMENT IN THIS AREA IS ALSO SUBJECT TO DEVELOPMENT CONTRIBUTIONS. SCHEDULE 12 OF TOWN PLANNING SCHEME NO. 3 DETAILS DEVELOPMENT CONTRIBUTION AREA PROVISIONS. PERSONS OR COMPANIES PROPOSING TO UNDERTAKE SUBDIVISION IN THIS AREA SHOULD REVIEW SCHEDULE 12 AND ALSO CONTACT THE CITY'S STRATEGIC PLANNING TEAM TO ASCERTAIN THERE ARE NO PENDING AMENDMENTS TO THIS SCHEDULE.



SUBJECT TO FUTURE STRUCTURE PLANNING.

FIGURE 7

City of
Cockburn



0 250m
SCALE 1:12,500

Residential Density
High
Medium

Local Centre
(Pedestrian Based Retail)
Mixed Business / Commercial /
Home Based Business
Community Facilities /
Schools etc
Western Power Easement
Conservation Category
Wetland (In accordance with DEC
Geomorphic Wetlands Swan Coastal Plain dataset)

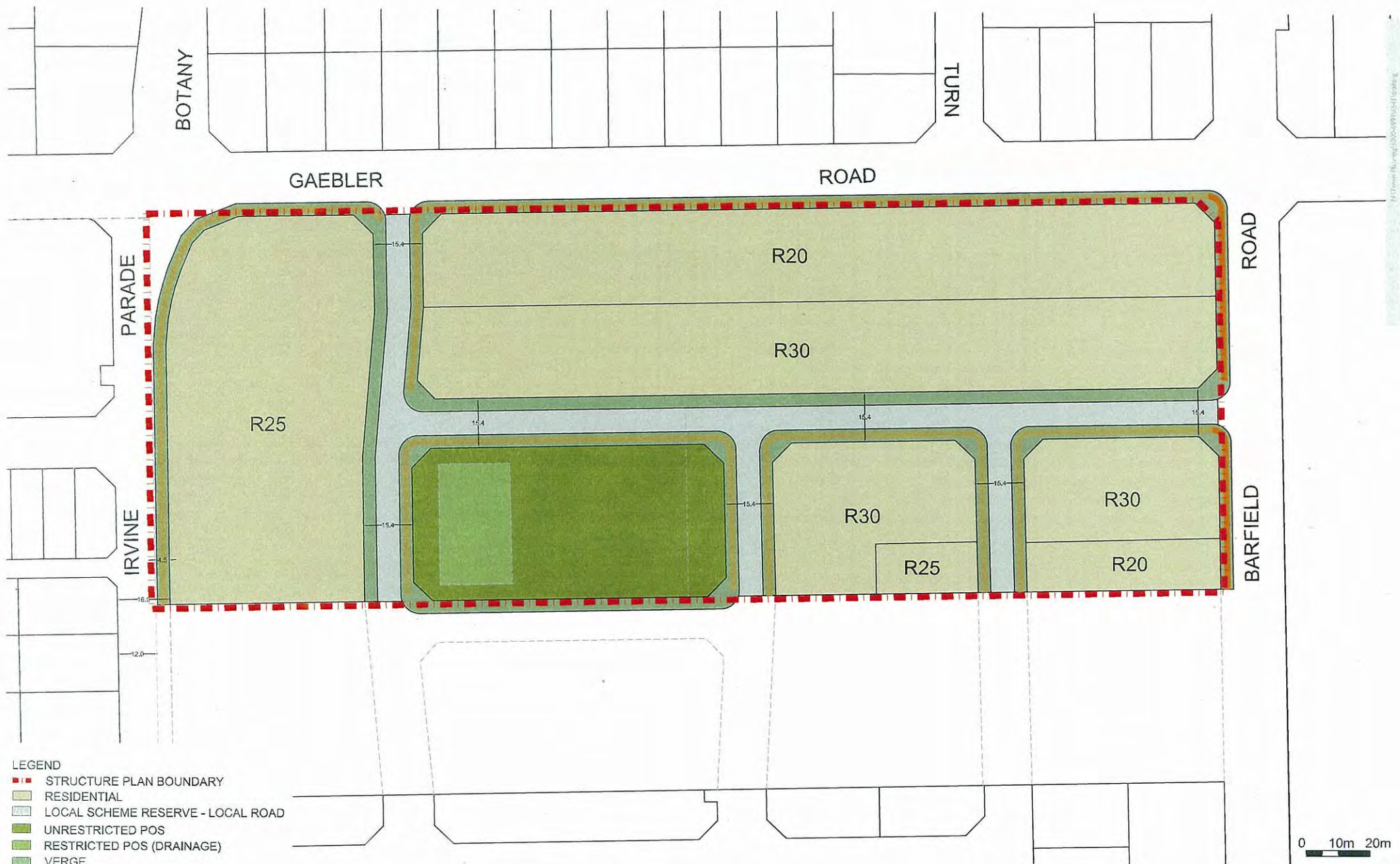
Key Open Space Areas:
Public Open Space
Regional Open Space

Key Road Structure (Existing and Proposed)
Major Shared Path
Historic Baldwin
Tramway Trail
400m Walkable Catchment
Central Precinct

DRAFT

SOUTHERN SUBURBS
DISTRICT STRUCTURE PLAN
- STAGE 3, HAMMOND PARK / WATTLEUP

Figure 7



LEGEND

- STRUCTURE PLAN BOUNDARY
- RESIDENTIAL
- LOCAL SCHEME RESERVE - LOCAL ROAD
- UNRESTRICTED POS
- RESTRICTED POS (DRAINAGE)
- VERGE
- INDICATIVE LAYOUT
- RESIDENTIAL DENSITY CODE
- FOOTPATH
- DUAL USE PATH

Note: Road reserves and carriageways are indicative only and subject to detailed engineering design.

date	17 May 2012	plans	6541	scale	1:750 @ A2
designer	R Thompson	prepared by	K Trenberth	used	051201 LSP
client	Level 3, 269 Newcastle Street, Northbridge, Western Australia, 6000				
email	greg@gregrowe.com.au	web	gregrowe.com.au	tel	08 9221 1971 fax
mobile	08 9221 1971	fax	08 9221 1971	email	greg@gregrowe.com.au
address	lot 9001 gaebler road and lot 35 (No.19) barfield road				
title	local structure plan				
pos	pos / south west tel +612 9552 8785 email m.van@gregrowe.com.au				
mid west	tel +612 9552 8785 email g.regrowe@gregrowe.com.au				
planning	tel +612 9173 4333 email p.murphy@gregrowe.com.au				

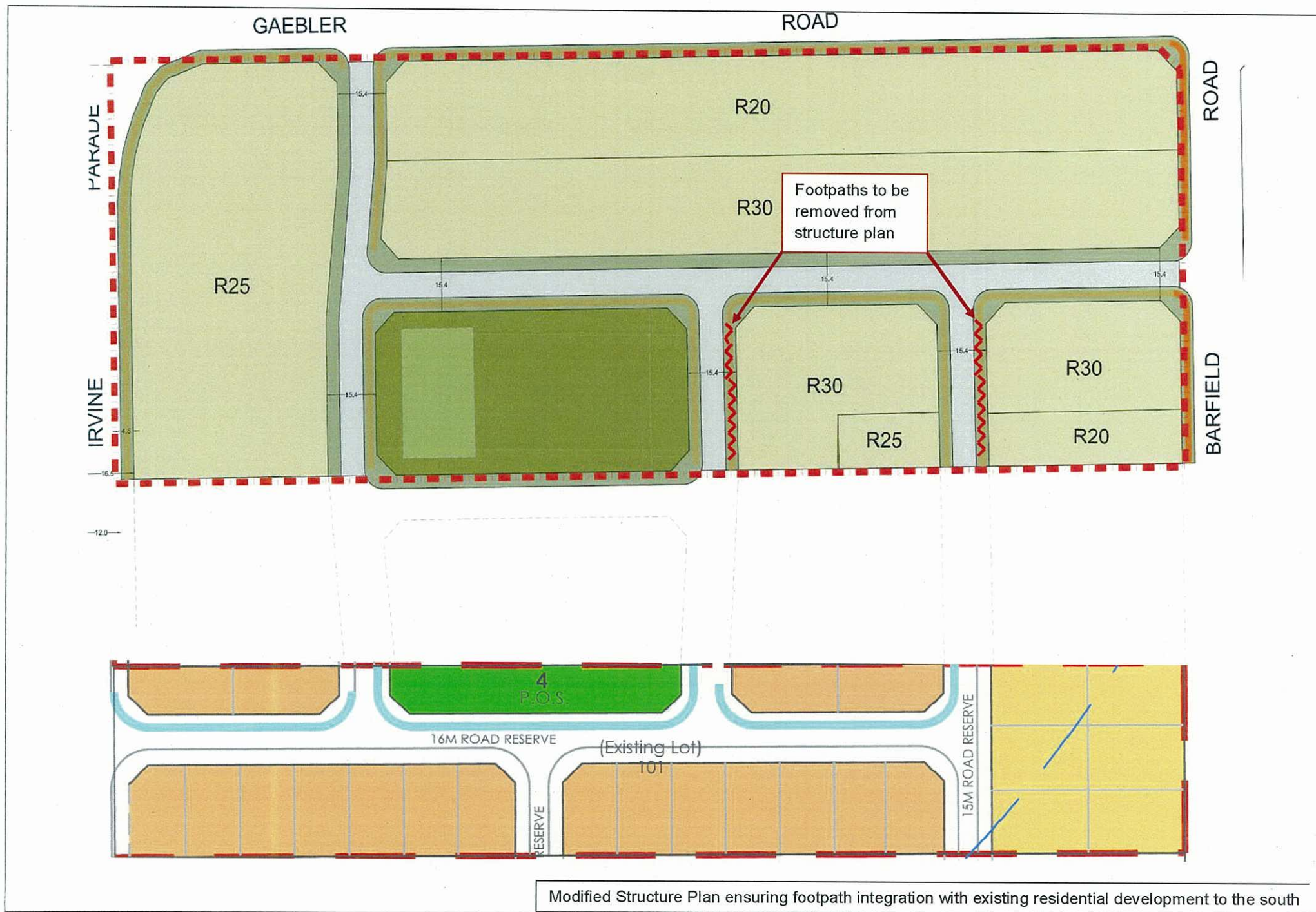
GREG ROWE & associates

FOCUSSED ON ACHIEVEMENT

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Attach 3



Modified Structure Plan ensuring footpath integration with existing residential development to the south

SCHEDULE OF SUBMISSIONS
PROPOSED STRUCTURE PLAN – LOT 9001 GAEBLER ROAD AND LOT 35 BARFIELD ROAD, HAMMOND PARK

NO.	NAME/ADDRESS	SUBMISSION	COUNCIL'S RECOMMENDATION
1	Telstra Forecasting & Area Planning Locked Bag 2525 PERTH WA 6001	<p>NO OBJECTION</p> <p>1. Thank you for the above advice. At present, Telstra Corporation Limited has no objection. I have recorded it and look forward to further documentation as the development progresses.</p> <p>For any network extension that may be required for any development within the area concerned, the owner/developer will have to submit an application before construction is due to start on the Telstra Smart Community website: http://www.telstra.com.au/smart-community/developers/ or to NBN Co.</p> <p>I add this information about NBN Co. as it is not known when services will be available from NBN Co. More information regarding NBN Co. can be found on their website http://www.nbnco.com.au/ . Telstra may provide services if NBN Co. cannot.</p>	<p>1. Noted. The advice provided from Telstra relates to subdivision/development works and will be implemented as part of a future subdivision application for the subject land.</p>
2	Department of Environment and Conservation PO Box 1167 BENTLEY DC WA 6983	<p>NO OBJECTION</p> <p>1. DEC advises it has no objection to the proposed structure plan however provides the following comments:</p> <p>A. DEC is aware there are some areas of remnant vegetation on site however on review of the structure plan report it is clear this vegetation is degraded, containing no threatened flora and minimal fauna habitat value.</p> <p>B. DEC also notes that a section of the site is mapped as high risk of disturbing Acid Sulphate Soils (ASS) and Potential Acid Sulphate Soils.</p>	<p>1. Noted.</p> <p>1(A).Noted.</p> <p>1(B).Noted. The advice relates to subdivision/development works and will</p>

NO.	NAME/ADDRESS	SUBMISSION	COUNCIL'S RECOMMENDATION
		<p>Due to the risk of disturbing ASS during development, DEC recommends the conduction of detailed soil investigations at further planning stages, prior to subdivision, and the preparation and implementation of ASS and dewatering management plans where appropriate.</p>	<p>be implemented as part of a future subdivision application for the subject land.</p>
3	<p>Department of Water PO Box 100 PERTH WA 6845</p>	<p>NO OBJECTION</p> <p>1. Thank you for your letter dated 8 June 2012. The Corporation offers the following comments in regard to this proposal.</p> <p>A. Water Reticulated water is currently available to the subject area by extension. All water main extensions required for the development site must be laid within the existing and proposed road reserves, on the correct alignment and in accordance with the Utility Providers Code of Practice.</p> <p>B. Wastewater The subject area can be connected to the existing gravity sewer network. Reticulated sewerage is currently available to the subject area by extension. All sewer mains extensions required for the development site should be laid within road reserves on the correct alignment in accordance with the Utility Providers Code of Practice.</p> <p>C. Drainage The subject area falls within the Southern Lakes Drainage Catchment. The subject area will be affected by a Special Developer Contribution area for drainage. Urban Water Management Water strategy and management issues should be addressed in accordance with the State Water Strategy 2003, State Water Plan 2007, and Department of Water document Better Urban Water Management.</p> <p>D. General Comments</p>	<p>1. Noted.</p> <p>1(A).Noted.</p> <p>1(B).Noted.</p> <p>1(C).Noted. The advice relates to subdivision/development works and will be implemented as part of a future subdivision application for the subject land.</p>

NO.	NAME/ADDRESS	SUBMISSION	COUNCIL'S RECOMMENDATION
		<p>The principle followed by the Water Corporation for the funding of subdivision or development is one of user pays. The developer is expected to provide all water and sewerage reticulation. A contribution for Water, Sewerage and Drainage headworks will also be required.</p> <p>In addition the developer may be required to fund new works or the upgrading of existing works and protection of all works. The Corporation's information system indicates the presence of Acid Sulphate Soils (ASS). The disturbance of Acid Sulphate Soils (ASS) in the subject area could have adverse changes to the quality of groundwater and the nearby waterways, leading to acidification of the water and damage to existing and future infrastructure resulting in increased development and maintenance costs.</p> <p>Water Corporation's recommendation is for the City of Cockburn to advise the developer to have management procedures in place to prevent the potentially unacceptable impacts associated with the disturbance of the ASS.</p>	<p>1(D).Noted. The advice relates to subdivision/development works and will be implemented as part of a future subdivision application for the subject land.</p>



Existing



Proposed

View north east from Kwinana Freeway



Existing



Proposed

View east from Kwinana Freeway



Existing



Proposed

View south east from Kwinana Freeway



Existing



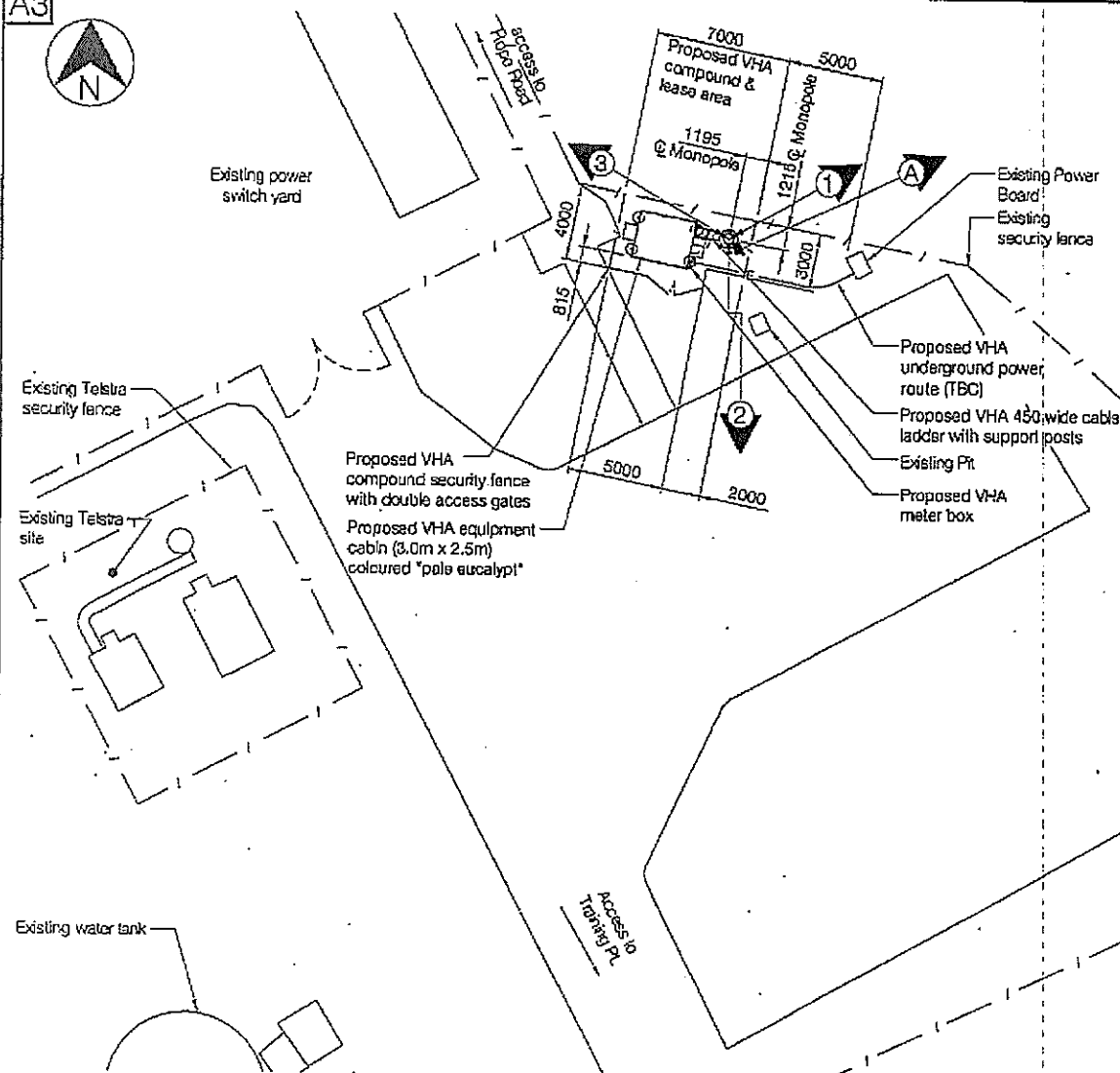
Proposed

View north west from Turtle Point Cove

A3

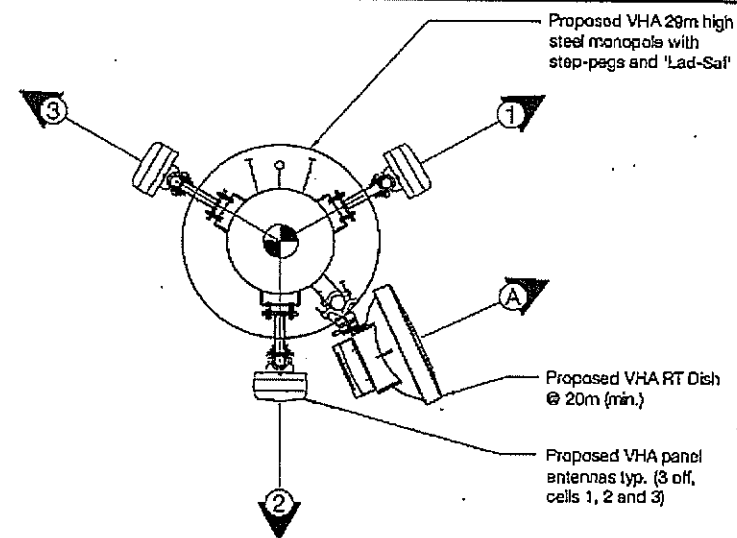
Antenna Configuration

	Cell 1	Cell 2	Cell 3	RT Dish A
Symbol	①	②	③	A
Orientation	60°	180°	300°	85°
Antenna Type	Kathrein 742 266	Kathrein 742 266	Kathrein 742 266	Ø600
Antenna Height	27.96m	27.96m	27.96m	20.00m (min.)
No. of Antennas	1 off	1 off	1 off	1 off
No. of MHA/TMA/ODU	1 off	1 off	1 off	1 off (ODU)
Feeder Type	2 x AVA5-50	2 x AVA5-50	2 x AVA5-50	LDF4-50
Feeder Length (Approx.)	31m	31m	31m	20m (min.)
Status	Proposed	Proposed	Proposed	Proposed
Destination Site Number				6044
Destination Site Name				Canning Vale



Site Setout Plan

Scale 1:250



Plan @ EL 31.90m

Scale 1:50

Notes:

1. All orientations are in degrees relative to A.M.G. North.
2. Proposed VHA power route to be confirmed.
3. Proposed VHA transmission TBC.

Antenna Type	Antenna Size
Kathrein 742 266	2516H x 262W x 139D

Datum Point	AMG Co-ordinates	Zone	Ground Level
+	E 391 500 N 6 448 642	50	EL 0.00m AHD RL 44.00m

REV	DATE	REVISION DESCRIPTION	CAUTION
D	10/01/11	ANTENNA HEIGHT REVISED	CAUTION
C	09/01/11	SITE ADDRESS CHANGED	CAUTION
B	21/01/11	VHA INSTALLATION RELOCATED AND RT DISH ADDED	CAUTION
A	01/06/10	PRELIMINARY ISSUE	CAUTION



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www.isp.com.au

VHA
VHA SITE 6339
SOUTH LAKES
LOT 12 (90) TRAINING PLACE
JANDAKOT, WA 6164

TITLE		
SITE SETOUT PLAN		
DRAWING STATUS: PRELIMINARY	DRAWING NO: 6339-G2	REV: D

Attach 2

Note:

Proposed VHA antenna access is via step-pegs and 'Lad-Saf' by qualified personnel.

REV	DATE	DESCRIPTION
0	15/01/11	AS PER APPROVED
1	15/01/11	AS PER APPROVED
2	15/01/11	AS PER APPROVED
3	15/01/11	AS PER APPROVED
4	15/01/11	AS PER APPROVED
5	15/01/11	AS PER APPROVED
6	15/01/11	AS PER APPROVED
7	15/01/11	AS PER APPROVED
8	15/01/11	AS PER APPROVED
9	15/01/11	AS PER APPROVED
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99	15/01/11	AS PER APPROVED
100	15/01/11	AS PER APPROVED



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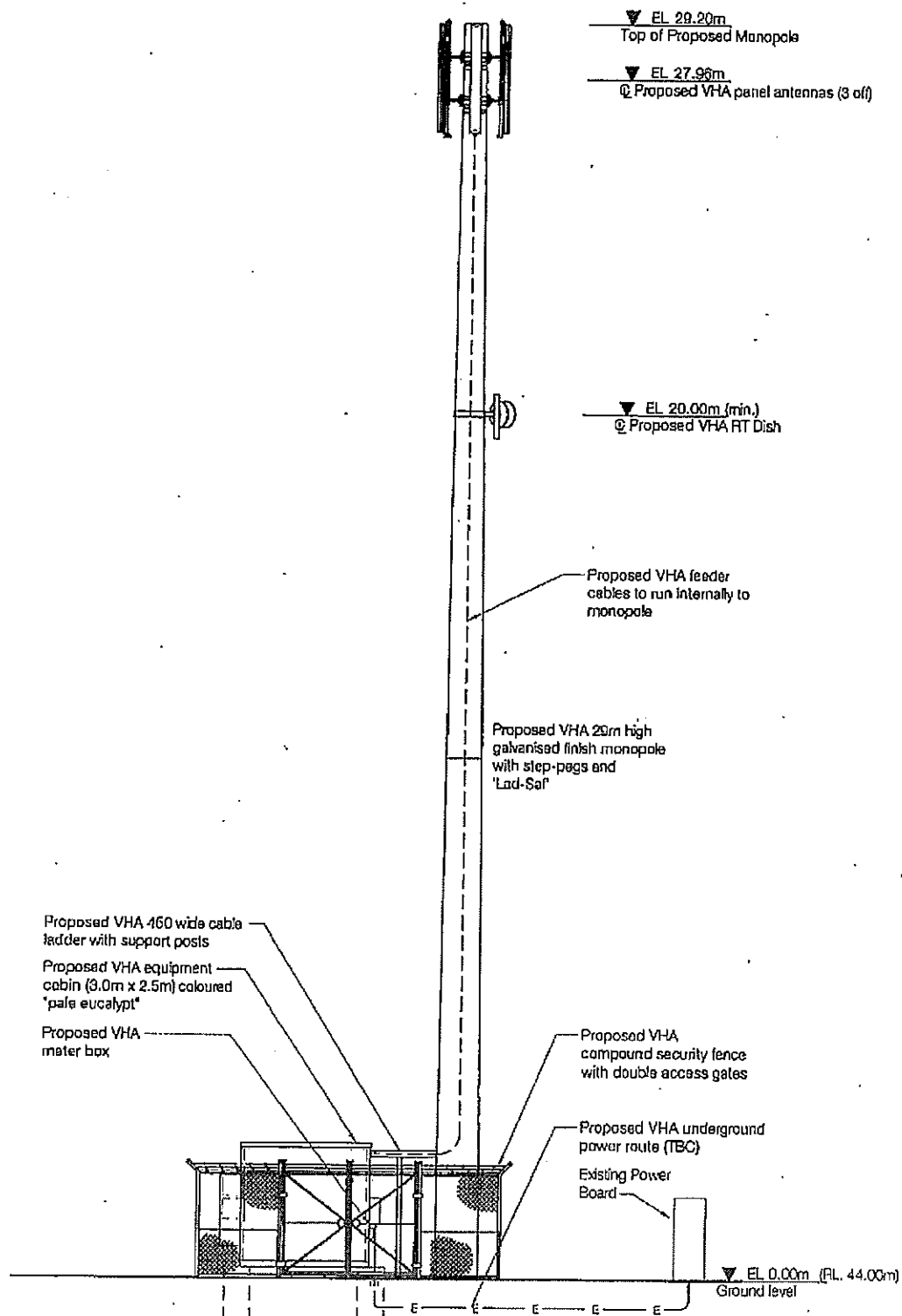
VHA
VHA SITE 6339
SOUTH LAKES
LOT 12 (80) TRAINING PLACE
JANDAKOT, WA 6164

SITE ELEVATION

PRELIMINARY

6339-G3

Antenna Type	Antenna Size
Kathrein 742 266	2516H x 262W x 139D



South West Elevation

Scale 1:100

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BASEPLAN SOURCE: HEARNS.COM



SCALE 1:7,500 @ A4
DATE 8 February 2011
FILE 110208 2224 Fig3aer.dwg
REVISION A

LOT 12 (90) TRAINING PLACE
JANDAKOT
WESTERN AUSTRALIA

FIGURE 3: AERIAL PHOTOGRAPH



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ABN 60 002 649 229

Summary of Estimated RF EME Levels around the Mobile Phone Base Station at Lot 12, Training Place, Jandakot WA 6164

Introduction:

Date: 21/5/2012

NSA Site No: 6164002

This report summarises the estimated maximum cumulative radiofrequency (RF) electromagnetic energy (EME) levels at ground level emitted from the existing Mobile Phone Base Station antennas at Lot 12, Training Place Jandakot WA 6164. Maximum EME levels are estimated in 360° circular bands out to 500m from the base station. The procedures for making the estimates have been developed by the Australian Radiation Protection And Nuclear Safety Agency (ARPANSA)¹. These are documented in the ARPANSA Technical Report; "Radio Frequency EME Exposure Levels - Prediction Methodologies" which is available at <http://www.arpansa.gov.au>

EME Health Standard

ARPANSA, an Australian Government agency in the Health and Ageing portfolio has established a Radiation Protection Standard² specifying limits for continuous exposure of the general public to RF transmissions at frequencies used by mobile phone base stations. Further information can be gained from the ARPANSA web site.

The Australian Communications and Media Authority (ACMA)³ mandates exposure limits for continuous exposure of the general public to RF EME from mobile phone base stations. Further information can be found at the ACMA website <http://emr.acma.gov.au>

Existing Site Radio Systems

Telstra / GSM900	Optus / GSM900	Optus Vodafone Joint Venture / WCDMA2100	Telstra / WCDMA850
------------------	----------------	---	--------------------

Table of Predicted EME Levels – Existing

Distance from the antennas at Lot 12, Training Place in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site (% of ARPANSA exposure limits ²) Public exposure limit = 100%
0m to 50m	0.12%
50m to 100m	0.5%
100m to 200m	0.51%
200m to 300m	0.34%
300m to 400m	0.15%
400m to 500m	0.083%
Maximum EME level 104.21 m, from the antennas at Lot 12, Training Place	0.51%

Note: Estimation for the maximum level of RF EME at 1.5m above the ground from the existing antennas assuming level ground. The estimated levels have been calculated on the maximum mobile phone call capacity anticipated for this site. This estimation does not include possible radio signal attenuation due to buildings and the general environment. The actual EME levels will generally be significantly less than predicted due to path losses and the base station automatically minimising transmitter power to only serve established phone calls⁵. Where applicable, particular locations of interest in the area surrounding the base station, including topographical variations, are assessed in Appendix A "Other areas of Interest" table on the last page.

Summary – Existing Radio Systems

RF EME levels have been estimated from the existing antennas at Lot 12, Training Place Jandakot WA 6164 . The maximum cumulative EME level at 1.5 m above ground level is estimated to be 0.51 % of the ARPANSA public exposure limits.

Existing and Proposed Site Radio Systems

Telstra / GSM900	Optus / GSM900	Optus Vodafone Joint Venture / WCDMA2100	Telstra / WCDMA850
Optus / WCDMA900 (proposed)	Vodafone / GSM900 (proposed)	Vodafone Hutchison Australia / WCDMA850 (proposed)	

Table of Predicted EME Levels – Existing and Proposed

Distance from the antennas at Lot 12, Training Place in 360° circular bands	Maximum Cumulative EME Level – All carriers at this site (% of ARPANSA exposure limits ²) Public exposure limit = 100%
0m to 50m	0.21%
50m to 100m	0.58%
100m to 200m	0.6%
200m to 300m	0.45%
300m to 400m	0.23%
400m to 500m	0.13%
Maximum EME level 144.64 m, from the antennas at Lot 12, Training Place	0.6%

Note: Estimation for the maximum level of RF EME at 1.5m above the ground from the existing and proposed antennas assuming level ground. The estimated levels have been calculated on the maximum mobile phone call capacity anticipated for this site. This estimation does not include possible radio signal attenuation due to buildings and the general environment. The actual EME levels will generally be significantly less than predicted due to path losses and the base station automatically minimising transmitter power to only serve established phone calls⁵. Where applicable, particular locations of interest in the area surrounding the base station, including topographical variations, are assessed in Appendix A "Other areas of Interest" table on the last page.

Summary – Existing and Proposed Radio Systems

RF EME levels have been estimated from the existing and proposed antennas at Lot 12, Training Place Jandakot WA 6164. The maximum cumulative EME level at 1.5 m above ground level is estimated to be 0.6 % of the ARPANSA public exposure limits.

Reference Notes:

1. The Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) is a Federal Government agency incorporated under the Health and Ageing portfolio. ARPANSA is charged with responsibility for protecting the health and safety of people, and the environment, from the harmful effects of radiation (ionising and non-ionising).
2. Australian Radiation Protection and Nuclear Safety Agency (ARPANSA), 2002, 'Radiation Protection Standard: Maximum Exposure Levels to Radiofrequency Fields — 3 kHz to 300 GHz', Radiation Protection Series Publication No. 3, ARPANSA, Yallambie Australia. [Printed version: ISBN 0-642-79400-6 ISSN 1445-9760] [Web version: ISBN 0-642-79402-2 ISSN 1445-9760]
3. The Australian Communications and Media Authority (ACMA) is responsible for the regulation of broadcasting, radiocommunications, telecommunications and online content. Information on EME is available at <http://emr.acma.gov.au/>
4. The EME predictions in this report assume a near worst-case scenario including:
 - base station transmitters operating at maximum power (no automatic power reduction)
 - simultaneous telephone calls on all channels
 - an unobstructed line of sight view to the antennas.
 In practice a worst-case scenario is rarely the case. There are often trees and buildings in the immediate vicinity, and cellular networks automatically adjust transmit power to suit the actual telephone traffic. The level of EME may also be affected where significant landscape features are present and predicted EME levels might not be the absolute maximum at all locations.
5. Further explanation of this report may be found in "Understanding the ARPANSA Environmental EME Report" and other documents on the ARPANSA web site, <http://www.arpansa.gov.au>

Issued by: Kordia, Data reference file – Jandakot WA 6164 - 20120521124550

Appendix A**Table of Other Areas of Interest**

Additional Locations	Height / Scan relative to location ground level	Maximum Cumulative EME Level All Carriers at this site (% of ARPANSA exposure limits ²) Public exposure limit = 100%
ACIF Code Section 5.5 - community consultation plan new sites	n/a	Existing Site Update - No additional locations identified. Refer to previous table for the environmental EME assessment
Topography/Buildings	n/a	No locations identified
Other (e.g. significant previous community concern)	n/a	No locations identified

Note: Estimation for the maximum EME levels at selected areas of interest over a height range relative to the specific ground level at the area of interest. This table includes any existing and proposed radio systems.

Estimation Notes / Assumptions – Other Areas of Interest

Variable ground topography has been included in the assessment of the "Other Areas of Interest" as per ARPANSA methodology

SCHEDULE OF SUBMISSIONS

PROPOSED TELECOMMUNICATIONS MONOPOLE TOWER AND EQUIPMENT CABIN Lot (12) No. 90 Training Place, Jandakot

No.	Name/address	Submission	Councils Recommendation
1	Mrs. M Hodgson 10 Turtle Point Cove Jandakot WA 6164	Objection There is already a "Tower" on the Leeming side of the Railway Lines, in clear view. So that would make 2 towers. We have enough issues around here with the Railway Line, not to mention the heavy duty traffic on Berrigan Drive.	Noted. As can be seen there is no room to co-locate any additional antennas on the existing pole and there is need for additional/upgraded mobile phone coverage in the area resulting in the need for a new pole.
2	Mr. David Brennan 21 Turtle Point Cove Jandakot WA 6164	Objection A telecommunications tower already exists adjacent to the Freeway which already exposes us to radiation fields and undesirable high impact effects. Therefore planning a second high impact in such close proximity doubles the exposure and risks. Making this proposal totally unacceptable.	<p>Noted. In liaising with the applicant, Vodafone Network Pty Ltd takes the health and safety of the public extremely seriously and acts in accordance with all legislation and standards. Vodafone relies on the expert advice of national and international health authorities such as the Australian Radiation Protection and Nuclear Safety Agency (ARPANSA) and the World Health Organisation (WHO) for overall assessments of health and safety impacts.</p> <p>The consensus is that there is no substantiated scientific evidence of health effects from EME generated by radio frequency technology, including mobile phones and base stations, when used in accordance with applicable standards. Australia's Standard for EME is designed to protect all sectors of the public wherever they are in relation to the proposed base station, 24 hours a day.</p> <p>All carriers are required to comply with Federal government standards incorporating substantial safety margins to address concerns for potentially</p>

No.	Name/address	Submission	Councils Recommendation
			<p>sensitive groups in the community (such as children, pregnant women, the infirm and aged). The EME predictive report provided to Council conducted by Vodafone (copy herewith) indicates that this facility is estimated to equate to a maximum of 0.51% (one 200th) of the Australian Communications and Media Authority (ACMA) mandated exposure limits, which is very low relative to other sources of EME that can currently be found in the environment.</p> <p>Should adjacent residents request, Vodafone would be pleased to undertake a post-installation EME assessment, in order to confirm the proposed facility complies with the exposure limits set by the Australian Communications and Media Authority (ACMA).</p> <p>Please note the EME report provided gives the estimated cumulative EME level for all current and proposed infrastructures on site.</p>
3	Mr. J Bishop 12 Dowell Place Bibra Lake WA 6163	<p>Objection</p> <p>As we are across the freeway from this development we have no objections to the structure or radiation as we are out of sight. However, why does "public purpose" land have to be alienated for this development? There would seem to be ample industrial locations adjacent – why lose public amenity land forever?</p>	<p>There is already an existing telecommunications monopole at the site, which is located in an area used by Western Power for electricity supply, storage and maintenance, adjacent to high voltage transmission lines, a railway line, the Kwinana Freeway and an electrical sub-station and is considered to be the most suitable site from a visual amenity aspect. The monopole has been limited to 29 metres with close mounted antennas to align with existing infrastructure in the immediate area to reduce the visual impact.</p>

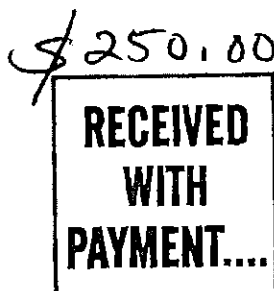
No.	Name/address	Submission	Councils Recommendation
			<p>The land is under the management of Western Power for use as electricity supply, storage, maintenance and training centre for State electricity provision and services. The Site also contains an existing electrical sub-station. Accordingly the site is seen as the most suitable in the area for the infrastructure. There are also existing telecommunications facilities on the site.</p>
4	<p>Mr. Leon Taylor 3 Turtle Point Cove Jandakot WA 6164</p>	<p>Objection I raise an object to the High Impact Telecommunications Tower due to the lack of information regarding the following:</p> <p>A. Safety - Will there be any safety risk associated with the tower in regard to radiation form micro waves / high voltage / electromagnetic.</p> <p>B. Impact on Property value - Currently my properties value is affected by the rail running behind my house. Adding a telecommunication tower close by will potentially have a further negative effect. Rightly or wrongly the general perception of the community sees these towers as having negative impacts.</p>	<p>A. Noted. Response provided above under submission no. 2.</p> <p>B. It is not uncommon for mobile telephone network base station facilities to be located in and adjacent to residential areas. The facility has been designed and sited so as to minimise the visual impact on surrounding residential development and the proposed facility is not anticipated to have a significant detrimental effect on the visual amenity of the area.</p> <p>Property values may increase or decrease for a variety of reasons. However, Vodafone is not aware of any credible evidence to suggest that the installation of the telecommunications facility in the vicinity of a property would influence property values. Notwithstanding, property values are speculative and are not valid town planning</p>

No.	Name/address	Submission	Councils Recommendation
		<p>C. Eye sore - Will the tower be visible from my property or other properties. Has an alternative site for the tower been investigated? Were it will not have an impact on residential areas, such as the Jandakot Industrial area which is currently being developed. As would be a better alternative. I would appreciate it, if a member of the council could supply answers to my questions. I can be contact via email - leon.taylor@maca.net.au or mobile 0429464740 Regards Leon Taylor</p>	<p>considerations.</p> <p>C. In order to provide the community with effective telecommunications coverage, Carriers need to provide telecommunications infrastructure in the locality where coverage has been identified as inadequate, such as in this area. Investigation of various other sites within the area was undertaken and a number of factors, including surrounding buildings, topography, radiofrequency and commercial considerations, separation from sensitive sites (schools, day care centres aged care etc) were assessed. In consideration all the factors detailed, this site was selected as the most appropriate in the area.</p>
5	<p>JT & LJ Watson 81 Parkway Road Bibra Lake WA 6163</p>	<p>Objection</p> <p>From the front and backyard of our property at 81 Parkway Road Bibra Lake we can see several transmission power poles plus a telecommunication tower. All these poles and towers already create visual pollution we see every day. Any more infrastructures will increase the visual pollution and further devalue our property which occurred when Western Power installed the power transmission lines and towers.</p> <p>We are also concerned that this extra infrastructure could possibly increase the electromagnetic emissions already being emitted from the existing western power substation and telecommunication tower which could create some health problems further down the track.</p> <p>Being a long time resident and ratepayer of the Bibra Lake area we already have our fair share of visual pollution and certainly don't want any more towers to further downgrade the area and decrease the value of properties.</p>	<p>Noted. Response provided above in response to submissions no. 2 and 3.</p>

No.	Name/address	Submission	Councils Recommendation
		I would hope that the City of Cockburn does not approve the application should it be referred to Council for determination.	
6	Dawn Lloyd 79 Glen Iris Drive Jandakot WA 6164	Objection <ul style="list-style-type: none"> - Health Safety Issue; - Visual Pollution; and - Encroachment on land reserved for 'Public Purpose' - 	Noted. Response provided above in response to submissions no. 2 and 3.
7	Lyn & Isabelle Utting 99 Glen Iris Drive Jandakot WA 6164	Objection We object to the high impact telecommunication monopole, there is already a Telstra Monopole on the above mentioned site we do not want a second one, owing to the concerns of the enormous electrical power and magnetic emissions, they are a health hazard. I worry about my family and neighbours.	Noted. Response provided above in response to submission no. 2.
8	Robert Jennings 19 Turtle Point Cove Jandakot WA 6164	No Objection I have no objections to the proposal unless it is likely to interfere with existing mobile phone, internet or television reception or services at my address and as long as there is no known affects or impacts to public health or safety.	Noted. Will improve mobile phone reception and not cause any undue health or safety impacts.
9	A & G Trovato 89 Glen Iris Drive Jandakot WA 6164	No Objection No comments.	Noted.

OUR REF: RIC GEN

14 December 2011

City of Cockburn
PO Box 1215,
Bibra Lake DC WA 6965

CITY OF COCKBURN RECEIVED	
18 DEC 2011	
FILE No. 451765	COPY
ORIGINAL L. GATT	
COPY	

ATTENTION - LEE GATT - LANDS DEPARTMENT

Dear Lee,

RE: REQUEST FOR ROAD CLOSURE - PORTION OF RUTHERFORD ENTRANCE, SUCCESS (ADJACENT TO LOT 443)

Roberts Day Planning acts on behalf of our client Gold Estates Australia (1903) Limited who are the landowners of Lot 443 Rutherford Entrance, Success.

We seek a formal resolution from the City of Cockburn to close portion of the road reserve that currently houses a Western Power transformer. It is proposed to amalgamate the transformer site land into the adjoining lot (refer to attached plan). Lot 443 Rutherford Entrance has recently been subject to approval for subdivision from the Western Australian Planning Commission (WAPC Ref 144726) (refer to attached plan).

We attach an email from Western Power confirming that it supports the re-location of the transformer from its current location.

The applicants agree to pay all costs involved in the closure and amalgamation process.

We wish to have this matter dealt with as soon as possible and as such, respectfully request that the City commence newspaper advertising and agency referrals at your earliest convenience so that the Council may make a resolution at the next available Council meeting in February 2012.

Should you require any further information or clarification please contact me on 9218 8700 or tracy.mcque@robertsday.com.au

Yours sincerely

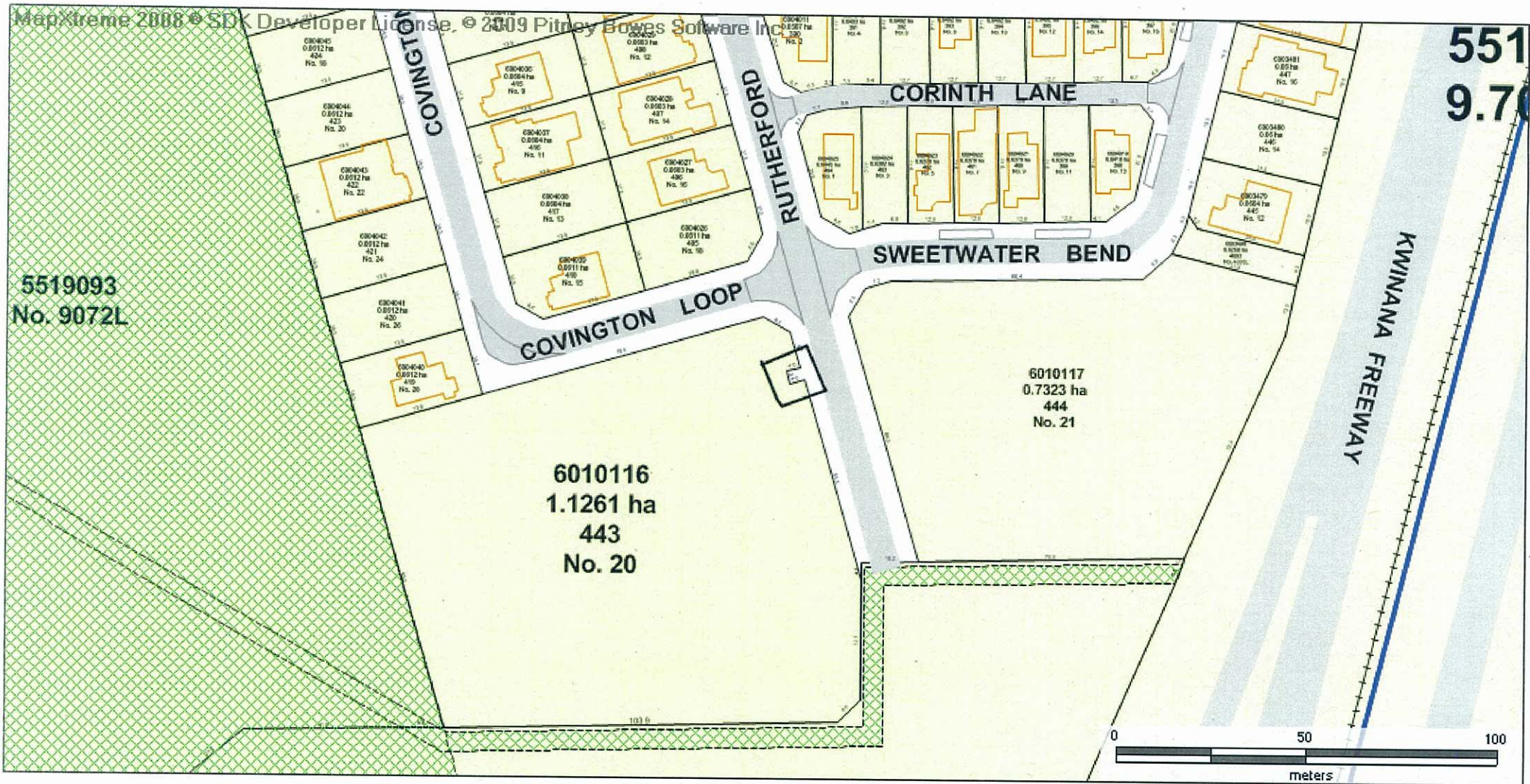
ROBERTS DAY PTY LTD

TRACY MCQUE
SENIOR URBAN PLANNER

att

cc: David Gregg - Richard Noble Pty Ltd - Level 1 / 189 Hay Street SUBIACO WA 6008
John Grierson via john.grierson@ghd.com.au

perth | sydney | melbourne



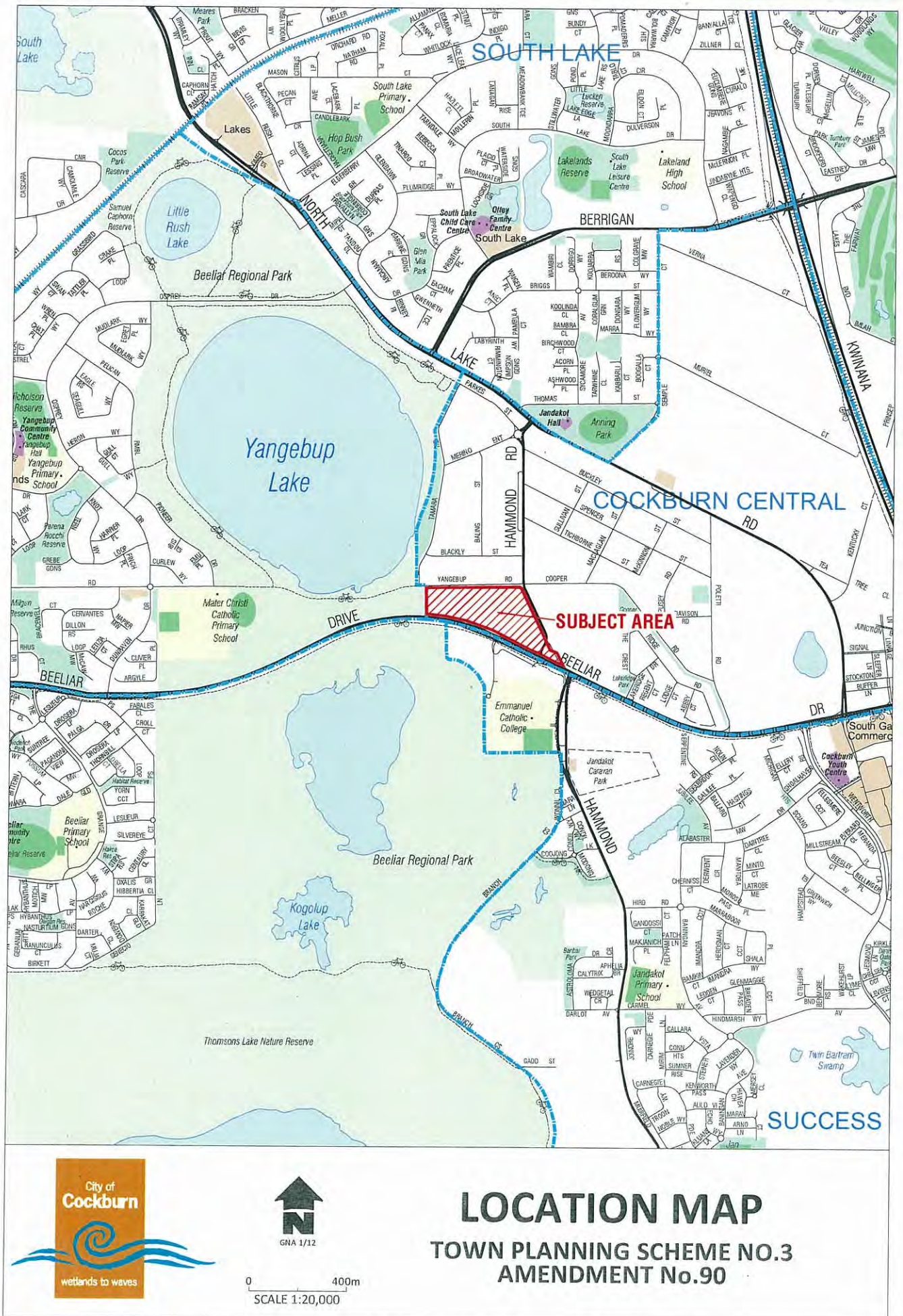




FIGURE 2



burgess design group

PO Box 374 Northbridge WA 6965
W www.burgessdesigngroup.com.au

P (08) 9328 6411
F (08) 9328 6515

Plan No: ALE-COC-10-01a_AERIAL Client: Tony & John Alessandrini
Date: 21.02.12 Planner: TD

LEGEND

 Subject Land (7.628ha)



NORTH

All areas and dimensions are subject to survey, engineering and detailed design and may change without notice. © Copyright of Burgess Design Group.

0 20 40 60 80 100m
SCALE 1:2000 (A3)

Aerial Photograph

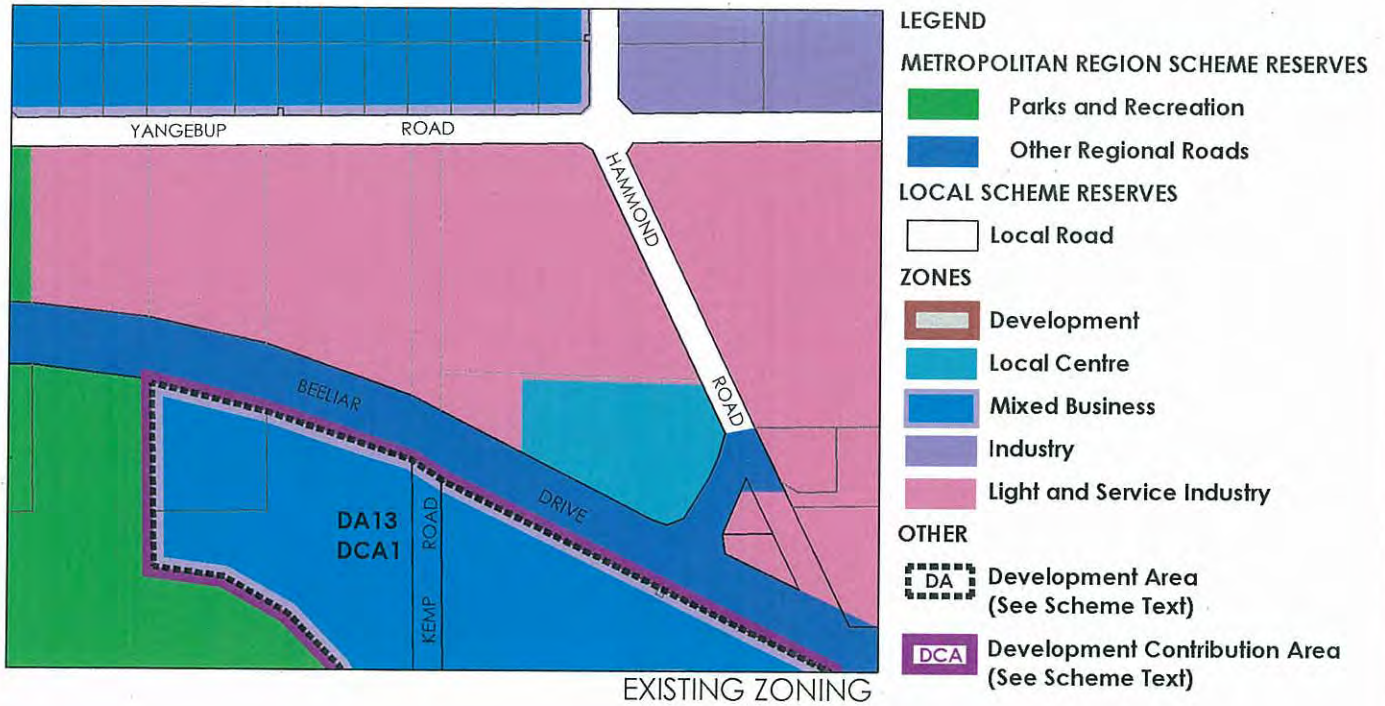
Lots 1 and 803 Yangebup Road; Portion of Lot 802 Yangebup Road;
Lots 7,99,146 and 147 Hammond Road; a portion of the Local Road reserve;
and Lot 4308 Beeliar Drive, Cockburn Central

CITY OF COCKBURN

Attach 2

CITY OF COCKBURN TOWN PLANNING SCHEME No.3 PROPOSED AMENDMENT No.90

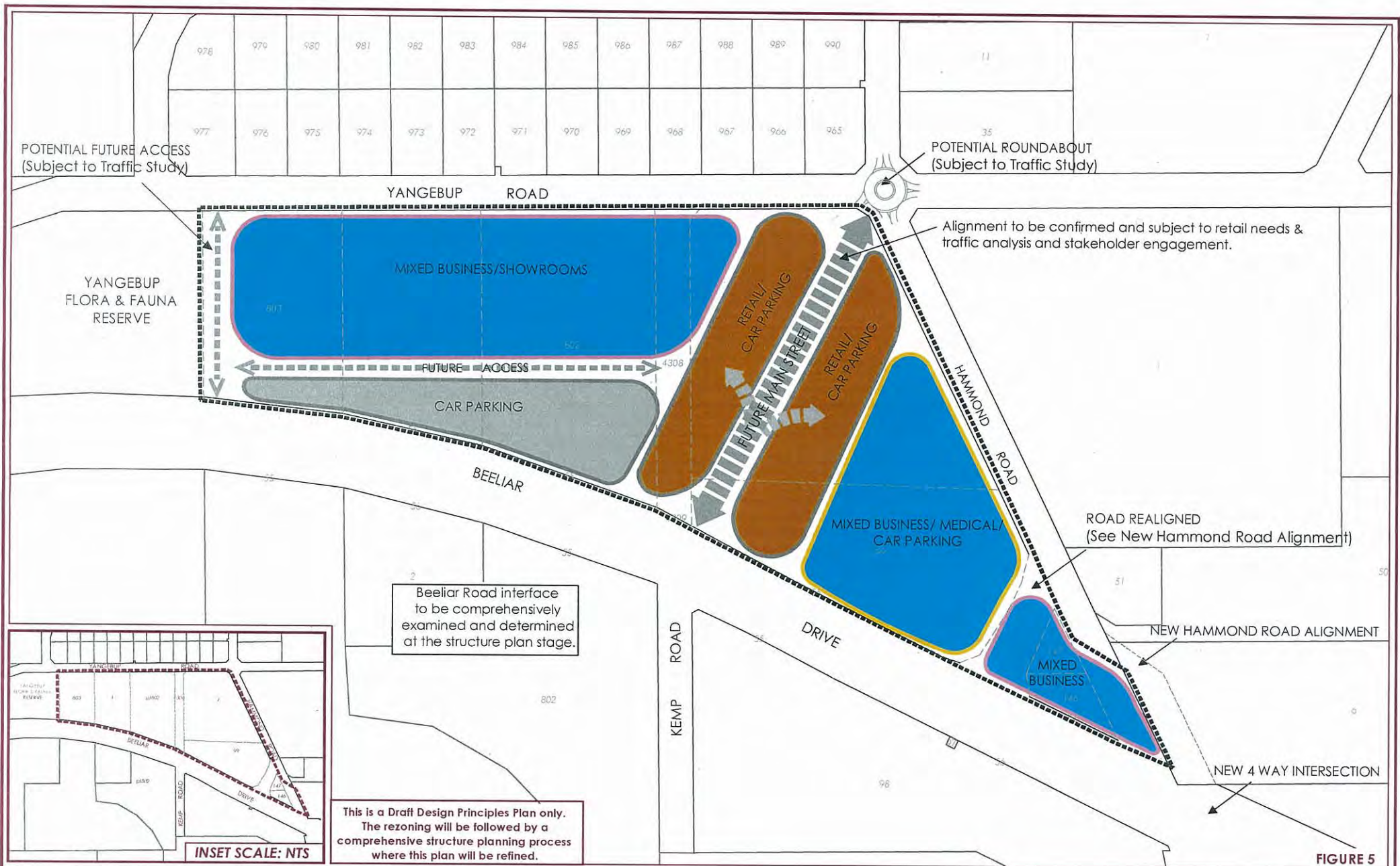
LOTS 1 & 803 YANGETUP ROAD; PORTION OF LOT 802 YANGETUP ROAD; LOT &,99,146 AND 147 HAMMOND ROAD; A PORTION OF LOCAL ROAD RESERVE AND LOT 4308 BEELIAR DRIVE, COCKBURN CENTRAL



NORTH

0 50 75 100 150
SCALE 1:5,000 (A4)

FIGURE 4



LEGEND

Subject Land



NORTH

All areas and dimensions are subject to survey, engineering and detailed design and may change without notice. © Copyright of Burgess Design Group.

Design Principles Plan
 Lots 1 and 803 Yangebup Road; Portion of Lot 802 Yangebup Road;
 Lots 7, 99, 146 and 147 Hammond Road a portion of Local Road reserve;
 and Lot 4308 Beeliar Drive, Cockburn Central

CITY OF COCKBURN

burgess design group
 120th Avenue - Suite 100

P.O. Box 374 Northbridge WA 6861
 W www.burgessdesigngroup.com.au

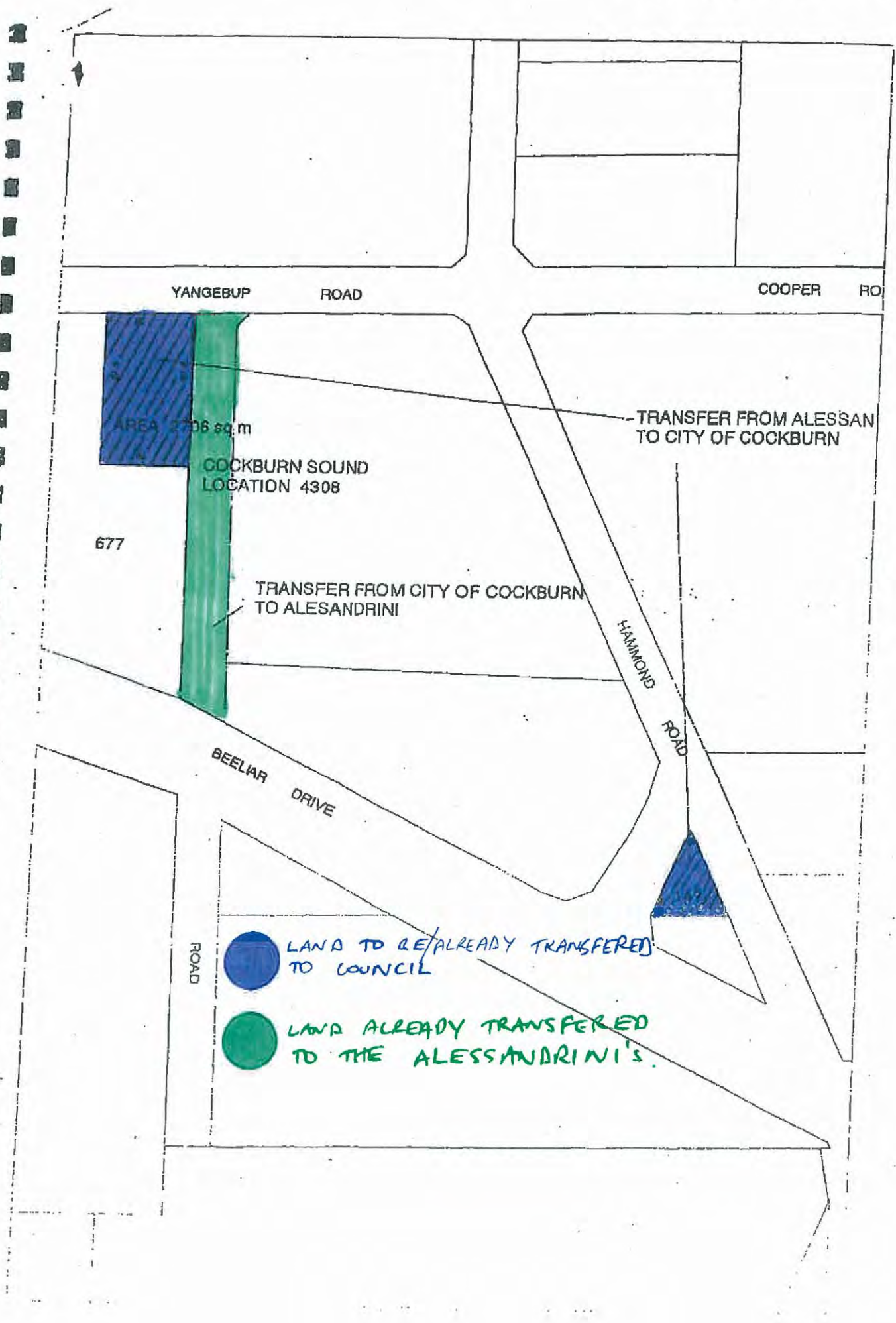
T (08) 9228 4411
 F (08) 9228 4511

Plan No: ALE COC-1-6a
 Date: 21.02.12

Client: Tony & John Alfesandini
 Planner: TD

SCALE 1:2000 A3

Attach 4





ORIGINAL SIZE A1

CITY OF COCKBURN
9 COLEVILLE CRESCENT, SPEARWOOD WA 6103
PHONE: (08) 9411 3444 FAX: (08) 9347 1730

TITLE
BEELIAR DRIVE & HAMMOND ROAD
PROPOSED 4-WAY INTERSECTION
CONCEPT PLAN

DESIGNED	S. ROGERS	APPROVER		SCALE	1 : 500	DWG No.	Job No.
DRAWN	S.R. / S.C.						
CHECKED	S. LEE	DATE				SHEET No.	REV

Attach 6

SCHEDULE OF SUBMISSIONS

PROPOSED SCHEME AMENDMENT NO. 90 TO TOWN PLANNING SCHEME NO 3 – REZONING LOTS 1, 803 & PORTION OF LOT 802 YANGETUP ROAD; LOTS 7, 99, 146 & 147 HAMMOND ROAD; PORTION OF LOCAL ROAD RESERVE AND; LOT 4308 BEELIAR DRIVE, COCKBURN CENTRAL FROM 'LIGHT AND SERVICE INDUSTRY' AND 'LOCAL CENTRE' TO 'DEVELOPMENT' ZONE WITH A DEVELOPMENT AREA 35 DESIGNATION; AND AMENDING SCHEDULE 11 TO ADD DA 35 COCKBURN CENTRAL WEST

No.	Name/address	Submission	Council's recommendation
1	Western Power Locked Bag 2520 PERTH WA 6000	<p>Support: There are no objections; however, there are overhead powerlines and/or underground cables, adjacent to or traversing across the proposed area of works. Therefore, the following should be considered, prior to any proposed works commencing</p> <p>1) Working in proximity to Western Power Distribution Lines - All work must comply with Worksafe Regulation 3.64 - Guidelines for Work in the Vicinity of Overhead Power Lines. If any work is to breach the minimum safe working distances a Request to Work in Vicinity of Powerlines form must be submitted.</p> <p>For more information on this please visit the Western Power Website links below: http://www.westernpower.com.au/safety/Electrical Safety at Work.html http://www.westernpower.com.au/safety/DialBeforeYouDig.html or www.1100.com.au http://www.commerce.wa.gov.au/WorkSafe/</p> <p>Please note: Western Power must be contacted on 13 10 87, if your proposed works involve: A) Any changes to existing ground levels around poles and structures. B) Working under overhead powerlines and/or over underground cables. Western Power is obliged to point out that any change to the existing (power) (power) system; if required, is the responsibility of the individual developer.</p>	<p>Noted.</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>
2	Norm Walkerden Telstra, Forecasting & Area Planning Locked Bag 2525 PERTH WA 6001	<p>Support: Thank you for the above advice. At present, Telstra Corporation Limited has no objection. I have added it to our database and look forward to further documentation as the development progresses.</p> <p>A network extension may be required for any development within the area concerned, the</p>	<p>Noted</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>

No.	Name/address	Submission	Council's recommendation
		<p>owner/developer will have to submit an application before construction is due to start to NBNCo or the Telstra Smart Community website: http://www.telstra.com.au/smart-community/developers/ .</p> <p>More information regarding NBNCo can be found on their website http://www.nbnco.com.au/ .</p> <p>I add this information about NBNCo as it is not known when services will be available from NBNCo. Telstra may provide services if NBNCo cannot.</p> <p>Please dial 1100 (Dial before You Dig) for location of existing services.</p>	
3	Public Transport Authority 116 West Parade PERTH WA 6000	<p>Support:</p> <p>No objections</p> <p>Not affecter – railway station ect down the road.</p> <p>No objections</p>	<p>Noted</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>
4	Vepco Pty Ltd PO Box 3015 SUCCESS WA 6964	<p>Support:</p> <p>Owner</p> <p>Lot 6 – Unit 6 – 33 Hammond Road COCKBURN CENTRAL WA 6163</p> <p>We have no comment as this proposed scheme does not affect our property.</p>	<p>Noted</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>
5	Emmanuel Catholic College Board 19 Dusenbergs Mews ATWELL WA 6164	<p>Support:</p> <p>The Board has a key role in the oversight and management of the College, including the movement of vehicular traffic and safety of students and staff travelling to and from the College utilising public thoroughfares</p> <p>Emmanuel Catholic College, 122 Hammond Road, SUCCESS, WA</p> <p>The Board submits that this development presents as an excellent opportunity for safe pedestrian and cycle-ways to be erected on Hammond Road to the College up to Yangebup Road, and further, Yangebup Road to the Regional.Park. The City of Cockburn may in its view consider erection in addition to the above is also warranted on safety grounds. The Board remains vigilant to protect the safety of staff and students as far as is reasonably possible. Please don't hesitate to contact me should further information be</p>	<p>Noted. The erection of pedestrian and cycle ways along Hammond Road and Yangebup Road sit outside the remit of this scheme amendment.</p> <p>However, it should also be noted that resulting from this scheme amendment, the City of Cockburn is in the process of designing the realignment of</p>

No.	Name/address	Submission	Council's recommendation
		required.	<p>Hammond Road (north of Beeliar Drive) so that it aligns with Hammond Road to the south of Beeliar Drive to form a four-way intersection controlled with traffic lights. This is currently subject to negotiations and a separate process by Council once the final design of the new intersection is complete.</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>
6	Kevin & Ingrid C Pausin 9 Newmark Turn NORTH COOGEE WA 6163	<p>No Objection Owner & Occupier</p> <p>Lot 974, Unit 2 437 Yangebup Road, COCKBURN CENTRAL WA 6164</p> <p>We don't object to the rezoning to Mixed Use however We object to any redevelopment that will have showrooms rear entry and service areas facing Yangebup Road. Stringent rules to be in place to ensure this is not an eye sore from Yangebup Road properties.</p>	<p>Noted. Detailed design has not been considered at this Scheme Amendment stage and would be subject of review at the Local Structure Plan stage and through Detailed Area Plans.</p> <p>No change is recommended to the proposal based on this submission.</p>
7.	Joe Cordina (Acting Principal) Emmanuel Catholic College 122 Hammond Road	<p>Comment</p> <p>Acting Principal of Emmanuel Catholic College in vicinity of development with students who will travel through this area to School.</p>	<p>Noted. The erection of pedestrian and cycle ways along Hammond Road and Yangebup Road sit outside</p>

No.	Name/address	Submission	Council's recommendation
	SUCCESS WA 6964	The College would like actual pedestrian / cycle way, Bitumen, like the one on Beeliar Drive to be placed along Hammond Road to the College up to Yangebup Road, then up to Yangebup Road to the Regional Park. This is to ensure safety of our students travelling to the college through this new development.	<p>the remit of this scheme amendment.</p> <p>However, it should be noted that the City of Cockburn is in the process of designing the realignment of Hammond Road (north of Beeliar Drive) so that it aligns with Hammond Road to the south of Beeliar Drive to form a four-way intersection controlled with traffic lights. This will be the subject of a separate process and negotiations by Council once the final design of the new intersection is complete.</p> <p>No change is recommended to the proposal based on this submission.</p>
8.	Walter Lenz 58 Canns Road BEDFORDALE WA 6112	<p>Support (with Modifications)</p> <p>As owner of lot 6 (103) Hammond Road Cockburn Central</p> <p>My property has been approved as a tavern site and as such should be included in the proposed rezoning. It would fit perfectly into the main street concept.</p>	<p>Not Supported. The inclusion of this property in the development area is not recommended as, without the adjacent properties on the eastern side of Hammond Road being included, the site is too isolated from the</p>

No.	Name/address	Submission	Council's recommendation
			<p>remainder of the proposed rezoning. The section of Hammond Road in front of this property is an important transport connection and may be unsuitable to apply main street principles.</p> <p>No change is recommended to the proposal based on this submission.</p>
9.	Silverline Projects 62 Castellon Crescent COOGEE WA 6166	<p>Support</p> <p>I am happy for the development to proceed, But I will not support any buildings which has rear or backyards facing my property. This will not get my approval</p>	<p>Noted. Detailed design has not been considered at this Scheme Amendment stage and would be subject of review at the Local Structure Plan stage and through Detailed Area Plans.</p> <p>No change is recommended to the proposal based on this submission.</p>
10.	I Raffa 4/437 Yangebup Road COCKBURN CENTRAL WA 6163	<p>Support</p> <p>Happy to support zoning, pending rear of buildings/yards are not facing Yangebup Road.</p>	<p>See comment above</p> <p>No change is recommended to the proposal based on this submission.</p>
11.	C Alvard 1/437 Yangebup Road	<p>Support</p> <p>Happy to support subdivision zoning change providing back of buildings not facing front of</p>	<p>See comment above</p> <p>No change is</p>

No.	Name/address	Submission	Council's recommendation
	COCKBURN CENTRAL WA 6163	my building. Yangebup Road should be main access to showroom.	recommended to the proposal based on this submission.
12.	Ashis Parajuli Main Roads WA PO Box 6202 EAST PERTH WA 6892	<p>Support</p> <p>Thank you for your letter dated 28 May 2012 requesting comments on the Amendment No 90 to Town Planning Scheme No.3.</p> <p>Main Roads has no objection to the amendment provided that the transport assessment is undertaken in accordance with Western Australian Planning Commission's Transport Assessment Guidelines for the Local Structure Plan (LSP). Main Roads would provide comments during the development of LSP.</p>	<p>Noted.</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>
13	Warren Mitchell Department of Indigenous Affairs PO Box 3153 EAST PERTH WA 6892	<p>Thank you for your correspondence dated 18th May 2012 seeking our comment on Proposed Scheme Amendment No. 90 to Town Planning Scheme No. 3. This amendment seeks to rezone land in the locality of Cockburn Central (Lots 1 and 803 Yangebup Road, a portion of Lot 802 Yangebup Road, Lots 7, 99, 146 and 147 Hammond Road, Lot 4308 Beeliar Drive and a portion of Local Road Reserve within the area defined by these lots) from 'Light Service and Industry' to 'Development' zone with a 'Development Zone 35' designation, and amending Schedule 11 to add DA 35 to Cockburn Central West.</p> <p>The details of the proposed amendments have been provided to the Department of Indigenous Affairs (DIA) in the report "Proposed Scheme Amendment No. 90 to Town Planning Scheme No. 3," with the specific location of the areas to be affected attached in Figure 4.</p> <p>The information you provided has been reviewed and based on that information it is advised that there are no registered Aboriginal heritage sites as currently mapped on the Register of Aboriginal Sites in the area under consideration. This land is however in close proximity (approximately 2.5 km or less) to a number of Aboriginal archaeological sites: DIA 18937 (<i>Yangebup Lake</i>), DIA 120 (<i>Kogolup Lake</i>), DIA 18752 (<i>Camp Site</i>), DIA 3428 (<i>Hammond Road Swamp</i>), DIA 3423 (<i>Forrest Road</i>), DIA 25019 (<i>Beeliar Regional Park 1</i>), DIA 25020 (<i>Beeliar Regional Park 2</i>), and DIA 25022 (<i>Beeliar Regional Park 4</i>). The high number and close proximity of these sites suggests the possibility that there are unregistered Aboriginal heritage within the area that is to be rezoned.</p>	<p>Noted. The site is subject to procedures as established in the Aboriginal Heritage Act 1972.</p> <p>No change is recommended to the proposal based on this submission.</p>

No.	Name/address	Submission	Council's recommendation
		<p>All Aboriginal heritage sites (whether known to the DIA or not) are protected under the <i>Aboriginal Heritage Act, 1972</i> (AHA). Where rezoning of land is occurring for the purposes of development, we would like to reinforce that under the <i>AHA</i> it is the responsibility of the developer to inform its personnel and agents of the heritage values in the areas in question and assess the risks of potential impacts to Aboriginal heritage sites. It is recommended that advice on compliance with the <i>AHA</i> be provided to all parties affected by the proposed rezoning. Please find below a link to our Due Diligence Guidelines for assistance that will help in identifying the risk that proposed activities may have on adversely impacting Aboriginal heritage values:</p> <p>http://www.dia.wa.gov.au/Documents/HeritageCulture/Heritage%20management/AHA Due Diligence Guidelines.pdf</p> <p>Should cultural material or a new site be discovered, there is an obligation upon your organisation under section 15 of the <i>AHA</i> to report the information to the Registrar of Aboriginal Sites. If you have any questions regarding this matter, please contact Senior Heritage Officer Warren Mitchell on 6551 8136.</p>	
14	Brett Dunn Department of Water PO Box 332 MANDURAH WA 6210	<p>Support</p> <p>Thank you for the above referral dated 28 May 2012. The Department of Water (DoW) has no objections to the proposal, however wishes to provide the following advice.</p> <p>Urban Water Management</p> <p>Consistent with <i>Better Urban Water Management</i> (BUWM) (WAPC, 2008) and policy measures outlined in <i>State Planning Policy 2.9</i>, the proposed future Local Structure Plan (LSP) should be supported by an approved Local Water Management Strategy (LWMS) to provide proof of concept for the management of water with regard to quantity and quality. Guidelines with regard to the preparation of an LWMS can be found on the Departments website www.water.wa.gov.au.</p>	<p>Noted.</p> <p>No change is recommended (or requested) to the proposal based on this submission.</p>

No.	Name/address	Submission	Council's recommendation
		<p>Groundwater</p> <p>The subject area is located within the Cockburn Groundwater Area as proclaimed under the <i>Rights in Water and Irrigation Act 1914</i>. Any groundwater abstraction in this proclaimed area for purposes other than domestic and/or stock watering taken from the superficial aquifer is subject to licensing by the Department of Water. The issuing of a groundwater license is not guaranteed but if issued will contain a number of conditions that are binding upon the licensee.</p>	

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

OCM 9/8/2012 - Agenda Item 15.1

Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064413	10154	AUST TAXATION DEPT PAYROLL DEDUCTIONS	5/06/2012	52,538.00
EF064414	11865	VALMA LUCY OLIVER MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064415	11867	KEVIN JOHN ALLEN MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	1,833.33
EF064416	12740	MAYOR LOGAN HOWLETT MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	6,166.67
EF064417	15883	TONY ROMANO - COUNCILLOR MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064418	19059	CAROL REEVE-FOWKES MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064419	20634	LEE-ANNE SMITH MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064420	21185	BART HOUWEN MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064421	23338	STEVE PORTELLI MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064422	23339	STEPHEN PRATT MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064423	23340	SHAHYAZ MUBARAKAI MONTHLY COUNCILLOR ALLOWANCE	8/06/2012	583.33
EF064424	10102	ATWELL PRIMARY SCHOOL COMMUNITY GRANT	7/06/2012	900.00
EF064425	10176	BEELIAR PRIMARY SCHOOL COMMUNITY/SUSTAINABILITY GRANT	7/06/2012	2,150.00
EF064426	10249	BURDIYA ABORIGINAL CORPORATION CO-HEALTH INNOVATION / COMMUNITY GRANT	7/06/2012	3,509.29
EF064427	10314	CHURCHES COMMISSION ON EDUCATION DONATION	7/06/2012	18,000.00
EF064428	10324	CITY OF COCKBURN PIPE BAND DONATION	7/06/2012	8,000.00
EF064429	10344	BUSINESS FOUNDATIONS INC. SPONSORSHIP	7/06/2012	10,000.00
EF064430	10354	COCKBURN COMMUNITY AND CULTURAL COUNCIL DONATION / YOUTH ART SCHOLARSHIP	7/06/2012	1,000.00
EF064431	10418	COUPLERS O'CONNOR HARDWARE SUPPLIES	7/06/2012	57.53
EF064432	10483	LANDGATE MAPPING/LAND TITLE SEARCHES	7/06/2012	3,048.17
EF064433	10580	FC COURIERS COURIER SERVICES	7/06/2012	1,866.14
EF064434	10597	FLEXI STAFF PTY LTD EMPLOYMENT SERVICES	7/06/2012	7,499.46
EF064435	10694	HAMILTON SENIOR HIGH SCHOOL CULTURAL / SUSTAINABILITY GRANT	7/06/2012	4,400.00
EF064436	10779	J F COVICH & CO PTY LTD ELECTRICAL SERVICES	7/06/2012	16,068.80
EF064437	10787	JANDAKOT ACCIDENT REPAIR CENTRE PANEL BEATING SERVICES	7/06/2012	1,656.04
EF064438	10803	GECKO CONTRACTING TURF & LANDSCAPE MTNCE MOWING/LANDSCAPING SERVICES	7/06/2012	828.85
EF064439	10814	JR & A HERSEY PTY LTD SAFETY CLOTHING SUPPLIES	7/06/2012	79.20
EF064440	10859	LAKELAND SENIOR HIGH SCHOOL ELECTRICAL CONSUMPTION REIMBURSEMENT	7/06/2012	2,750.00

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064441	10888	LJ CATERERS CATERING SERVICES	7/06/2012	7,459.50
EF064442	10944	MCLEODS LEGAL SERVICES	7/06/2012	9,348.53
EF064443	10953	MELVILLE-COCKBURN CHAMBER OF COMMERCE SPONSORSHIP	7/06/2012	20,000.00
EF064444	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	7/06/2012	189.87
EF064445	11406	SOUTH LAKE OTTEY FAMILY & NEIGHBOURHOOD CENTRE CO-HEALTH INNOVATION / SUSTAINABILITY	7/06/2012	10,000.00
EF064446	11408	SOUTH LAKE PRIMARY SCHOOL COMMUNITY/SUSTAINABILITY GRANT	7/06/2012	2,464.00
EF064447	11447	SPEARWOOD DALMATINAC CLUB INC COMMUNITY GRANT	7/06/2012	11,210.00
EF064448	11505	STATE LIBRARY OF WESTERN AUSTRALIA BOOK SUPPLIES	7/06/2012	1,092.30
EF064449	11598	PERTH WALDORF SCHOOL SUSTAINABLE EVENTS GRANT	7/06/2012	2,200.00
EF064450	11651	TREE WATERING SERVICES TREE WATERING SERVICES	7/06/2012	12,430.00
EF064451	11657	TRUCKLINE PARTS CENTRES AUTOMOTIVE SPARE PARTS	7/06/2012	8.18
EF064452	11709	VOLUNTEER HOME SUPPORT INC CULTURAL GRANT	7/06/2012	5,000.00
EF064453	11789	WALGA ADVERTISING/TRAINING SERVICES	7/06/2012	13,313.94
EF064454	11810	ABAXA PREVIOUSLY WH LOCATIONS LOCATING SERVICES	7/06/2012	202.13
EF064455	12013	KOMATSU AUSTRALIA PTY LTD EARTHMOVING EQUIPMENT	7/06/2012	1,196.39
EF064456	12355	FREMANTLE WOMENS HEALTH CENTRE COMMUNITY GRANT	7/06/2012	7,128.00
EF064457	13590	FRIENDS OF WOODMAN POINT RECREATION CAMP COMMUNITY GRANT	7/06/2012	2,575.98
EF064458	13910	ATO - DEPUTY COMMISSIONER OF TAXATION FBT RETURN	7/06/2012	38,641.58
EF064459	14273	THE PLAY FACTORY PLAYGROUP SUSTAINABILITY GRANT	7/06/2012	2,713.00
EF064460	14593	AUSTREND INTERNATIONAL PTY LTD ALUMINIUM SUPPLIES	7/06/2012	4,158.00
EF064461	15269	PLAYGROUP WA (INC) COMMUNITY GRANT	7/06/2012	4,950.00
EF064462	15363	JONES LANG LASALLE (WA) PTY LTD SHOP RENT - GATEWAY SHOPPING CENTRE	7/06/2012	20,594.77
EF064463	16631	LUBA KAMBOURAKIS REIMBURSEMENT OF EXPENSES	7/06/2012	420.00
EF064464	16728	LANDCARE SOLUTIONS SUSTAINABILITY GRANT	7/06/2012	1,127.50
EF064465	16985	WA PREMIX CONCRETE SUPPLIES	7/06/2012	1,469.60
EF064466	17393	ATWELL PLAYGROUP COMMUNITY GRANT	7/06/2012	2,000.00
EF064467	18040	CONSTABLE CARE CHILD SAFETY FOUNDATION DONATION	7/06/2012	10,000.00
EF064468	18433	CENTREPOINT CHURCH CULTURAL GRANT	7/06/2012	3,000.00

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064469	18533	FRIENDS OF THE COMMUNITY INC. COMMUNITY GRANT	7/06/2012	3,080.00
EF064470	18591	WESTERN AUSTRALIAN LAND AUTHORITY FEASIBILITY STUDY - COCKBURN CENTRAL STAGE 1	7/06/2012	275,000.00
EF064471	18734	P & R EDWARDS ENTERTAINMENT SERVICES	7/06/2012	150.00
EF064472	19419	MARGOT TOBIN EXPENSE REIMBURSEMENT	7/06/2012	889.90
EF064473	19545	GRASSWEST BUILDING & GARDEN MAINTENANCE	7/06/2012	3,917.50
EF064474	21143	ATWELL COLLEGE COMMUNITY GRANT	7/06/2012	2,200.00
EF064475	21290	ONSITE RENTALS EQUIPMENT HIRE /TOILETS ETCE	7/06/2012	150.48
EF064476	21297	MATER CHRISTI PLAYGROUP INC COMMUNITY GRANT	7/06/2012	5,500.00
EF064477	21384	ALLIANCE EQUIPMENT FINANCE PTY LTD LEASE FINANCING SERVICES	7/06/2012	1,123.75
EF064478	21726	JUNE BENNETT ARTWORK - SHOW OFF EXHIBITION	7/06/2012	500.00
EF064479	21916	DAVIES FIRST NATIONAL REAL ESTATE CONSULTANCY SERVICES - REAL ESTATE	7/06/2012	4,639.25
EF064480	22006	NATIVE ANIMAL REHABILITATION CENTRE COUNCIL DONATION	7/06/2012	22,500.00
EF064481	22272	JESSICA COX YOUTH ART SCHOLARSHIP	7/06/2012	350.00
EF064482	22328	MONICA WARD JUNIOR TRAVEL ASSISTANCE	7/06/2012	350.00
EF064483	22332	MACQUARIE EQUIPMENT RENTALS PTY LTD LEASE RENTAL	7/06/2012	1,659.68
EF064484	22519	LAUREN YERKOVICH JUNIOR TRAVEL ALLOWANCE	7/06/2012	350.00
EF064485	22653	PCYC FREMANTLE SPONSORSHIP	7/06/2012	200.00
EF064486	22716	PHOENIX LACROSSE CLUB SPONSORSHIP / SPORTS EQUIPMENT GRANT	7/06/2012	11,000.00
EF064487	22757	JEFF JONES SALARY PACKAGED LAPTOP REIMBURSEMENT	7/06/2012	1,488.60
EF064488	22806	AUSTRALIAN FUEL DISTRIBUTORS PTY LTD FUEL SUPPLIES	7/06/2012	20,607.79
EF064489	23302	BUILDING SERVICES BOARD BUILDING SERVICES LEVIES	7/06/2012	2,448.00
EF064490	23526	NEIL ALLEN EXPENSES REIMBURSEMENT	7/06/2012	302.96
EF064491	23736	THE COCOA CONNECTIONS SUSTAINABILITY GRANT	7/06/2012	2,200.00
EF064492	23932	KIDS ARE KIDS! THERAPY & EDUCATION CENTRE INC COMMUNITY GRANT	7/06/2012	9,347.80
EF064493	23933	SPEARWOOD ALTERNATIVE SCHOOL P & C COMMUNITY GRANT	7/06/2012	7,250.70
EF064494	23934	ROBERT NYLANDER SUSTAINABILITY GRANT	7/06/2012	2,000.00
EF064495	23935	SUPERIOR BUSINESS NERTWORKS SUSTAINABILITY GRANT	7/06/2012	1,994.00
EF064496	23936	JODY LANGE SUSTAINABILITY GRANT	7/06/2012	2,000.00

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Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064497	23937	AARON COX YOUTH ART SCHOLARSHIP	7/06/2012	350.00
EF064498	23938	AIMEE COX YOUTH ART SCHOLARSHIP	7/06/2012	500.00
EF064499	23939	MURRAY SANTICH SAFETY PRESCRIPTION GLASSES SUBSIDY	7/06/2012	250.00
EF064500	23940	MONIQUE KICKETT TRAINEESHIP EXPENSES REIMBURSEMENT	7/06/2012	74.65
EF064501	23941	SHANE PALMER EXPENSES REIMBURSEMENT	7/06/2012	145.29
EF064502	23942	CRAIGE KAZMIEROWSKI JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064503	23943	JETT WRIGHT JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064504	23944	JOSHUA COLLARD JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064505	23945	JOSIAH LALOH JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064506	23946	KHRISTINA BATT JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064507	23947	MITCHELL CHASE JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064508	23948	TOBIAS WOLOWSKI JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064509	23949	KAHRA ANA SPRLYAN JUNIOR TRAVEL ALLOWANCE	7/06/2012	400.00
EF064510	23950	LARA ZIMDAHL JUNIOR TRAVEL ASSISTANCE	7/06/2012	400.00
EF064511	23951	JESSIE MCDONALD JUNIOR TRAVEL ASSISTANCE	7/06/2012	400.00
EF064512	23952	CHRISTOPHER MINUTILLO JUNIOR TRAVEL ASSISTANCE	7/06/2012	400.00
EF064513	23953	JOHN CHEGWIDDEN JUNIOR TRAVEL ASSISTANCE	7/06/2012	400.00
EF064514	23954	MIRANDA BRAGANZA JUNIOR TRAVEL ASSISTANCE	7/06/2012	400.00
EF064515	23955	MIKAYLA REPPUCCI JUNIOR TRAVEL ASSISTANCE	7/06/2012	350.00
EF064516	23956	MELVILLE WATER POLO CLUB INC SPONSORSHIP	7/06/2012	10,000.00
EF064517	23957	COCKBURN MASTERS SWIMMING CLUB INC SPONSORSHIP	7/06/2012	10,000.00
EF064518	23958	SCOTT FREDERICK UTTLEY SPONSORSHIP	7/06/2012	2,000.00
EF064519	23959	SECOND HARVEST (AUST) INC COMMUNITY GRANT	7/06/2012	9,735.00
EF064520	23960	ROD & NONI LOWTHER EXPENSES REIMBURSEMENT	7/06/2012	759.60
EF064521	23961	SANDRA SWANN SALARY PACKAGED LAPTOP REIMBURSEMENT	7/06/2012	928.20
EF064522	23962	STEVEN SALLUR SALARY PACKAGED LAPTOP REIMBURSEMENT	7/06/2012	586.90
EF064523	23963	MELODY WAEREA UNIFORM EXPENSES REIMBURSEMENT	7/06/2012	824.00
EF064524	10154	AUST TAXATION DEPT PAYROLL DEDUCTIONS	8/06/2012	184,836.96

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064525	18389	GAVIN CONSTRUCTION BUILDING CONSTRUCTION SERV - SES HEADQUARTERS	8/06/2012	414,949.69
EF064526	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	8/06/2012	6,132.07
EF064527	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	8/06/2012	649,558.17
EF064528	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	8/06/2012	31,898.65
EF064529	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	5/06/2012	2,998.80
EF064530	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	5/06/2012	4,300.36
EF064531	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	5/06/2012	2,412.36
EF064532	11001	MUNICIPAL EMPLOYEES UNION PAYROLL DEDUCTIONS	5/06/2012	795.40
EF064533	11856	WA LOCAL GOVERNMENT SUPER PLAN PAYROLL DEDUCTIONS	5/06/2012	337,302.48
EF064534	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	5/06/2012	1,140.80
EF064535	11859	STAFF SOCIAL CLUB PAYROLL DEDUCTIONS	5/06/2012	52.80
EF064536	11860	45S CLUB PAYROLL DEDUCTIONS	5/06/2012	56.00
EF064537	18005	COLONIAL FIRST STATE PAYROLL DEDUCTIONS	5/06/2012	344.29
EF064538	18247	ELLIOTT SUPERANNUATION FUND PAYROLL DEDUCTIONS	5/06/2012	171.63
EF064539	18432	HESTA SUPER FUND PAYROLL DEDUCTIONS	5/06/2012	2,127.59
EF064540	18718	HEALTH SUPER FUND PAYROLL DEDUCTIONS	5/06/2012	923.88
EF064541	18719	COLONIAL FIRST STATE - DAVID GIBSON PAYROLL DEDUCTIONS	5/06/2012	180.02
EF064542	18795	SUPERWRAP PAYROLL DEDUCTIONS	5/06/2012	325.39
EF064543	19193	REST SUPERANNUATION PAYROLL DEDUCTIONS	5/06/2012	35.29
EF064544	19343	WATSON SUPERANNUATION FUND PAYROLL DEDUCTIONS	5/06/2012	410.30
EF064545	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	5/06/2012	3,085.64
EF064546	19727	MTAA SUPER FUND PAYROLL DEDUCTIONS	5/06/2012	4.75
EF064547	19997	AUSTRALIANSUPER PAYROLL DEDUCTIONS	5/06/2012	9,327.22
EF064548	20019	FIDUCIAN SUPERANNUATION SERVICE PAYROLL DEDUCTIONS	5/06/2012	518.72
EF064549	20056	CBUS PAYROLL DEDUCTIONS	5/06/2012	564.89
EF064550	20217	DOWNING SUPERANNUATION FUND PAYROLL DEDUCTIONS	5/06/2012	2,835.64
EF064551	20300	CATHOLIC SUPER & RETIREMENT FUND PAYROLL DEDUCTIONS	5/06/2012	584.79
EF064552	20337	THE LLOYDS SUPERANNUATION FUND PAYROLL DEDUCTIONS	5/06/2012	1,566.28

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064553	20755	COLONIAL FIRST STATE - ROBERT GRAEME WATSON PAYROLL DEDUCTIONS	5/06/2012	376.20
EF064554	20978	MARITIME SUPER - SEAFARERS DIVISION PAYROLL DEDUCTIONS	5/06/2012	372.53
EF064555	21365	ING LIFE - ONEANSWER PERSONAL SUPER PAYROLL DEDUCTIONS	5/06/2012	110.71
EF064556	21526	TASPLAN SUPER PAYROLL DEDUCTIONS	5/06/2012	77.24
EF064557	21921	MAURICIO FAMILY SELF MANAGED SUPER FUND PAYROLL DEDUCTIONS	5/06/2012	1,664.16
EF064558	21996	ANZ ONEANSWER PERSONAL SUPER PAYROLL DEDUCTIONS	5/06/2012	343.52
EF064559	22067	STEPHENS SUPERANNUATION FUND PAYROLL DEDUCTIONS	5/06/2012	656.53
EF064560	22477	HOEHN SUPER FUND PAYROLL DEDUCTIONS	5/06/2012	22.60
EF064561	22857	ANZ ONEANSWER PERSONAL SUPER PAYROLL DEDUCTIONS	5/06/2012	455.09
EF064562	22901	FONTANA SUPER PLAN PAYROLL DEDUCTIONS	5/06/2012	1,127.73
EF064563	23552	AGEST SUPER PAYROLL DEDUCTIONS	5/06/2012	236.88
EF064564	23695	NETWEALTH INVESTMENT & SUPERANNUATION PAYROLL DEDUCTIONS	5/06/2012	979.80
EF064565	23856	W & E MARCHBANK SUPERANNUATION FUND PAYROLL DEDUCTIONS	5/06/2012	192.34
EF064566	10102	ATWELL PRIMARY SCHOOL COMMUNITY GRANT	18/06/2012	580.00
EF064567	10154	AUST TAXATION DEPT PAYROLL DEDUCTIONS	18/06/2012	60,194.00
EF064568	10365	COC VOLUNTARY SES EXPENSE REIMBURSEMENTS	18/06/2012	2,287.83
EF064569	10402	COOGEE PRIMARY SCHOOL COMMUNITY GRANT	18/06/2012	890.00
EF064570	10590	FIRE & EMERGENCY SERVICES AUTH OF WA ESL 4TH QUARTERLY CONTRIBUTION	18/06/2012	924,326.20
EF064571	10694	HAMILTON SENIOR HIGH SCHOOL CULTURAL / SUSTAINABILITY GRANT	18/06/2012	2,200.00
EF064572	10788	JANDAKOT VOLUNTEER BUSH FIRE BRIGADE EXPENSE REIMBURSEMENTS	18/06/2012	2,179.08
EF064573	10838	KERRY STREET COMMUNITY SCHOOL COMMUNITY GRANT	18/06/2012	660.00
EF064574	10937	NELSON MAURICIO UNIVERSITY REIMBURSEMENT - MBA	18/06/2012	3,600.00
EF064575	10944	MCLEODS LEGAL SERVICES	18/06/2012	14,104.51
EF064576	11333	SHELFORD CONSTRUCTIONS PTY LTD CONSTRUCTION SERVICES	18/06/2012	6,833.75
EF064577	11399	SOUTH COOGEE VOLUNTEER BUSHFIRE BRIGADE EXPENSE REIMBURSEMENTS	18/06/2012	3,095.00
EF064578	11447	SPEARWOOD DALMATINAC CLUB INC COMMUNITY GRANT	18/06/2012	16,296.20
EF064579	11722	WA HINO SALES & SERVICE REPAIRS/MAINTENANCE SERVICES	18/06/2012	587.45
EF064580	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	18/06/2012	20,490.45

CITY OF COCKBURN
MUNICIPAL BANK ACCOUNT

Cheque/ EFT	Account No.	Account/Payee	Date	Value
EF064581	11841	YANGEBUP FAMILY CENTRE INC DONATION	18/06/2012	7,971.49
EF064582	12542	SEALIN GARLETT CEREMONIAL SERVICES	18/06/2012	400.00
EF064583	12565	SOUTHERN METRO REGIONAL COUNCIL -LOANS QUARETERLY LOAN REPAYMENT	18/06/2012	340,405.70
EF064584	12656	COOGEE BEACH SURF LIFESAVING CLUB INC POOR GROVE SLSC DEVELOPMENT COSTS	18/06/2012	479,486.48
EF064585	15363	JONES LANG LASALLE (WA) PTY LTD SHOP RENT - GATEWAY SHOPPING CENTRE	18/06/2012	591.23
EF064586	16050	SOUTH METROPOLITAN PERSONNEL EMPLOYMENT SERVICES	18/06/2012	4,400.00
EF064587	17270	COCKBURN LAKES AMATEUR FOOTBALL CLUB REIMBURSEMENT/DONATIONS	18/06/2012	1,397.00
EF064588	19540	THE CANCER COUNCIL WA WORLDS BIGGEST MORNING TEA	18/06/2012	507.50
EF064589	20488	BRIDGET NORTON ARTIST	18/06/2012	434.50
EF064590	21382	BERNADETTE TRIPOLI MEMBERSHIP FEES CONTRIBUTION	18/06/2012	50.00
EF064591	21916	DAVIES FIRST NATIONAL REAL ESTATE CONSULTANCY SERVICES - REAL ESTATE	18/06/2012	13,686.75
EF064592	23473	MAX FAIRCLOUGH PHOTOGRAPHY PHOTOGRAPHY SERVICES	18/06/2012	250.00
EF064593	23662	CHRISTINA KENNINGTON RATES REFUND	18/06/2012	451.62
EF064594	23979	ANN GERLACH EXPENSES REIMBURSEMENT	18/06/2012	275.00
EF064595	23980	STEVE SMITH SAFETY PRESCRIPTION GLASSES SUBSIDY	18/06/2012	250.00
EF064596	23981	KIM ALDRIDGE SAFETY PRESCRIPTION GLASSES SUBSIDY	18/06/2012	250.00
EF064597	22873	IMPERATIVEGEAR.COM SURVIVAL KITS	22/06/2012	13,208.45
EF064598	10154	AUST TAXATION DEPT PAYROLL DEDUCTIONS	25/06/2012	185,990.96
EF064599	10888	LJ CATERERS CATERING SERVICES	25/06/2012	2,895.00
EF064600	10944	MCLEODS LEGAL SERVICES	25/06/2012	2,703.29
EF064601	11294	SAFEMAN (WA) PTY LTD PROTECTIVE CLOTHING/EQUIPMENT	25/06/2012	1,137.32
EF064602	12676	VANDA BACICH EXPENSES REIMBURSEMENT	25/06/2012	631.91
EF064603	17705	OFFICE OF CRIME PREVENTION REFUND GRANT FUNDED PROJECT	25/06/2012	3,770.00
EF064604	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	25/06/2012	6,132.07
EF064605	22110	BRUCE MENTZ EXPENSES REIMBURSEMENT	25/06/2012	149.55
EF064606	23338	STEVE PORTELLI MONTHLY CLR ALLOWANCE/REIMB. OF EXPENSES	25/06/2012	747.57
EF064607	23339	STEPHEN PRATT MONTHLY CLR ALLOWANCE/REIMB. OF EXPENSES	25/06/2012	1,081.50
EF064608	10001	3M AUSTRALIA PTY LTD SOFTWARE MAINTENANCE	30/06/2012	324.50

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EF064609	10023	ACTIV FOUNDATION INC PACKAGING SERVICES	30/06/2012	4,454.37
EF064610	10058	ALSCO PTY LTD HYGIENE SERVICES/SUPPLIES	30/06/2012	680.73
EF064611	10071	AUSTRALASIAN PERFORMING RIGHT ASSOC. LTD LICENCE - PERFORMING RIGHTS	30/06/2012	870.21
EF064612	10082	ARMANDOS SPORTS SPORTING GOODS	30/06/2012	2,258.30
EF064613	10086	ARTEIL WA PTY LTD ERGONOMIC CHAIRS	30/06/2012	2,941.71
EF064614	10091	ASLAB PTY LTD ASPHALTING SERVICES/SUPPLIES	30/06/2012	15,832.02
EF064615	10145	AUST MAYORAL AVIATION COUNCIL AMAC FEES	30/06/2012	1,243.00
EF064616	10160	DORMA AUTOMATICS AUTOMATIC DOOR SERVICES	30/06/2012	1,412.40
EF064617	10184	BENARA NURSERIES PLANTS	30/06/2012	31,115.83
EF064618	10190	BETTA TURF TURFING SERVICES	30/06/2012	4,752.00
EF064619	10206	BOB COOPER OUTBACK SURVIVAL PTY LTD REPAIRS/MAINTENANCE SERVICES	30/06/2012	300.00
EF064620	10207	BOC GASES GAS SUPPLIES	30/06/2012	2,983.78
EF064621	10219	BOUSFIELDS MENSWEAR CLOTHING SUPPLIES	30/06/2012	385.00
EF064622	10220	BOYA EQUIPMENT EQUIPMENT SUPPLIES	30/06/2012	398.09
EF064623	10221	BP AUSTRALIA LIMITED DIESEL/PETROL SUPPLIES	30/06/2012	10,699.54
EF064624	10226	BRIDGESTONE AUSTRALIA LTD TYRE SERVICES	30/06/2012	34,721.72
EF064625	10231	BROOKS HIRE HIRE SERVICES - EQUIPMENT	30/06/2012	1,289.42
EF064626	10236	BG & E PTY LTD CONSULTANCY SERVICES	30/06/2012	1,925.00
EF064627	10246	BUNNINGS BUILDING SUPPLIES PTY LTD HARDWARE SUPPLIES	30/06/2012	887.50
EF064628	10247	BUNZL AUSTRALIA LTD PAPER/PLASTIC/CLEANING SUPPLIES	30/06/2012	3,482.00
EF064629	10256	CABLE LOCATES & CONSULTING LOCATING SERVICES	30/06/2012	3,331.63
EF064630	10283	CENTRAL INSTITUTE OF TECHNOLOGY TRAINING SERVICES	30/06/2012	1,650.00
EF064631	10287	CENTRELINE MARKINGS LINEMARKING SERVICES	30/06/2012	550.00
EF064632	10295	CHALLENGER INSTITUTE OF TECHNOLOGY - BEACONSFIELD TRAINING SERVICES	30/06/2012	10,272.00
EF064633	10296	CHALLENGER TAFE - FREMANTLE TRAINING SERVICES - BUSINESS	30/06/2012	606.00
EF064634	10333	CJD EQUIPMENT PTY LTD HARDWARE SUPPLIES	30/06/2012	694.84
EF064635	10335	CLASSIC HIRE EQUIPMENT HIRING SERVICES	30/06/2012	1,743.50
EF064636	10338	TRANSPACIFIC CLEANAWAY WASTE DISPOSAL SERVICES	30/06/2012	110,545.67

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EF064637	10346	COATES HIRE OPERATIONS PTY LTD EQUIPMENT HIRING SERVICES	30/06/2012	9,736.32
EF064638	10348	COCA COLA AMATIL SOFT DRINK SUPPLIES	30/06/2012	2,927.24
EF064639	10352	COCKBURN BOWLING & RECREATION CLUB BOWLING EQUIPMENT	30/06/2012	1,776.00
EF064640	10353	COCKBURN CEMENT LTD RATES REFUND	30/06/2012	808.37
EF064641	10358	COCKBURN LIQUOR CENTRE LIQUOR SUPPLIES	30/06/2012	1,457.27
EF064642	10359	COCKBURN PAINTING SERVICE PAINTING SUPPLIES/SERVICES	30/06/2012	1,485.00
EF064643	10360	COCKBURN PARTY HIRE HIRE OF PARTY EQUIPMENT	30/06/2012	6,354.60
EF064644	10368	COCKBURN WETLANDS EDUCATION CENTRE COMMUNITY GRANT	30/06/2012	2,699.45
EF064645	10371	COLIN LOCKLEY TRANSPORT SERVICES	30/06/2012	4,851.00
EF064646	10375	VEOLIA ENVIRONMENTAL SERVICES WASTE SERVICES	30/06/2012	4,235.45
EF064647	10384	COMMUNICATIONS AUSTRALIA PTY LTD COMMUNICATION SERVICES	30/06/2012	10,249.80
EF064648	10386	COMMUNITY NEWSPAPER GROUP ADVERTISING SERVICES	30/06/2012	1,832.60
EF064649	10394	CD'S CONFECTIONERY WHOLESALERS CONFECTIONERY	30/06/2012	2,081.89
EF064650	10408	COOLBELLUP NEWSAGENCY NEWSPAPER SUPPLIES	30/06/2012	347.55
EF064651	10422	REITSEMA PACKAGING ROAD LITTER BAGS	30/06/2012	1,300.99
EF064652	10454	DARLING DOWNS DRILLING BORE PUMP INSTALLATION SERVICES	30/06/2012	41,923.70
EF064653	10460	DAVID WILLS & ASSOCIATES CONSULTANCY SERVICES	30/06/2012	7,700.00
EF064654	10483	LANDGATE MAPPING/LAND TITLE SEARCHES	30/06/2012	12,919.11
EF064655	10496	DICK SMITH ELECTRONICS ELECTRICAL SUPPLIES	30/06/2012	912.95
EF064656	10522	DYMOCKS HAY ST BOOKS	30/06/2012	779.39
EF064657	10526	E & MJ ROSHER PTY LTD MOWER PARTS	30/06/2012	4,143.30
EF064658	10535	ECOSYSTEM MANAGEMENT SERVICES PLANTS	30/06/2012	46,298.78
EF064659	10537	EDUCATIONAL ART SUPPLIES CO ART/CRAFT SUPPLIES	30/06/2012	219.76
EF064660	10550	EMERALD PEST CONTROL PEST CONTROL SERVICES	30/06/2012	264.00
EF064661	10557	ENVAR SERVICE PTY LTD PREVENTATIVE MAINTENANCE SERVICES	30/06/2012	5,781.32
EF064662	10580	FC COURIERS COURIER SERVICES	30/06/2012	1,554.04
EF064663	10597	FLEXI STAFF PTY LTD EMPLOYMENT SERVICES	30/06/2012	149,794.15
EF064664	10609	FORESTVALE TREES P/L PLANTS - TREES/SHRUBS	30/06/2012	3,520.00

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EF064665	10641	GALVINS PLUMBING PLUS PLUMBING SERVICES	30/06/2012	2,072.29
EF064666	10655	GHD PTY LTD CONSULTANCY SERVICES	30/06/2012	25,979.64
EF064667	10664	GOLDER ASSOCIATES CONSULTANCY SERVICES	30/06/2012	5,885.00
EF064668	10666	GOLDNET SECURITY SECURITY SERVICES/PRODUCTS	30/06/2012	340.00
EF064669	10679	GRASSTREES AUSTRALIA PLANTS & PLANTING SERVICES	30/06/2012	35,337.50
EF064670	10683	GRONBEK SECURITY LOCKSMITH SERVICES	30/06/2012	3,367.59
EF064671	10692	AECOM AUSTRALIA PTY LTD CONSULTANCY SERVICES	30/06/2012	9,900.00
EF064672	10694	HAMILTON SENIOR HIGH SCHOOL CULTURAL / SUSTAINABILITY GRANT	30/06/2012	3,000.00
EF064673	10697	HARDWARE DISTRIBUTORS WA HARDWARE SUPPLIES	30/06/2012	1,442.07
EF064674	10709	HECS FIRE FIRE SYSTEM MAINTENANCE	30/06/2012	242.00
EF064675	10711	HERALD PUBLISHING COMPANY PTY LTD ADVERTISING SERVICES	30/06/2012	599.50
EF064676	10726	HOLTON CONNOR ARCHITECTS & PLANNERS ARCHITECTURAL SERVICES	30/06/2012	7,700.00
EF064677	10732	HORIZONS WEST BUS & COACHLINES TRANSPORTATION SERVICES	30/06/2012	1,078.00
EF064678	10737	RAIN SCAPE WATERWISE SOLUTIONS RETICULATION/IRRIGATION SUPPLIES	30/06/2012	20,843.77
EF064679	10743	ICON-SEPTECH PTY LTD DRAINAGE PRODUCTS	30/06/2012	27,908.54
EF064680	10776	ITALIA STONE GROUP PTY LTD LAND PURCHASE	30/06/2012	18,508.60
EF064681	10779	J F COVICH & CO PTY LTD ELECTRICAL SERVICES	30/06/2012	7,202.33
EF064682	10783	JANDAKOT METAL INDUSTRIES METAL SUPPLIES	30/06/2012	2,882.00
EF064683	10794	JASON SIGNMAKERS BUS SHELTER FABRICATION WORKS	30/06/2012	252,837.10
EF064684	10799	JGB CRANES PTY LTD HIRING SERVICES	30/06/2012	546.48
EF064685	10803	GECKO CONTRACTING TURF & LANDSCAPE MTNCE MOWING/LANDSCAPING SERVICES	30/06/2012	150,183.10
EF064686	10814	JR & A HERSEY PTY LTD SAFETY CLOTHING SUPPLIES	30/06/2012	2,204.40
EF064687	10817	JUST A BUNCH FLOWER DELIVERIES	30/06/2012	3,387.50
EF064688	10836	KERB DOCTOR SUPPLY & LAY KERBING	30/06/2012	2,722.50
EF064689	10878	ABNOTE AUSTRALASIA PTY LTD PRINTING SERVICES	30/06/2012	759.00
EF064690	10879	LES MILLS AEROBICS INSTRUCTION/TRAINING SERVICES	30/06/2012	1,034.26
EF064691	10884	WSP BUILDINGS PTY LTD CONSULTANCY SERVICES	30/06/2012	5,412.00
EF064692	10892	LOCAL GOVT MANAGERS AUSTRALIA SUBSCRIPTION	30/06/2012	107.50

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EF064693	10903	LOVEGROVE TURF SERVICES PTY LTD TURF MAINTENANCE SERVICES	30/06/2012	1,012.00
EF064694	10906	AUSTRALIAN PLANT WHOLESALERS VARIOUS PLANTS	30/06/2012	924.00
EF064695	10913	MACDONALD JOHNSTON ENGINEERING CORP REPAIR SERVICES	30/06/2012	6,412.62
EF064696	10923	MAJOR MOTORS PTY LTD REPAIRS/MAINTENANCE SERVICES	30/06/2012	1,174.33
EF064697	10938	MAXWELL ROBINSON & PHELPS PEST & WEED MANAGEMENT	30/06/2012	15,595.55
EF064698	10939	LINFOX ARMAGUARD BANKING SECURITY SERVICES	30/06/2012	1,374.72
EF064699	10942	MCGEES PROPERTY PROPERTY CONSULTANCY SERVICES	30/06/2012	6,600.00
EF064700	10944	MCLEODS LEGAL SERVICES	30/06/2012	5,655.95
EF064701	10959	AUSTRAL BRICK BRICK PALLETS	30/06/2012	334.25
EF064702	10960	METRO FILTERS FILTER SUPPLIES	30/06/2012	22.50
EF064703	10972	MIRACLE RECREATION EQUIPMENT PLAYGROUND/PARK EQUIPMENT	30/06/2012	5,011.60
EF064704	10976	MISTYS COFFEE LOUNGE CATERING SERVICES	30/06/2012	242.50
EF064705	10990	MOWER CITY SALES & SERVICES PTY LTD LAWN MOWING EQUIPMENT	30/06/2012	962.90
EF064706	10991	BEACON EQUIPMENT MOWING EQUIPMENT	30/06/2012	759.00
EF064707	10997	WILSON PARKING AUSTRALIA SECURITY SERVICES	30/06/2012	189,235.84
EF064708	11004	MURDOCH UNIVERSITY OFFICE OF FINANCE ANALYSING SERVICES	30/06/2012	1,161.60
EF064709	11026	NESTLE FOOD SERVICES CATERING SUPPLIES	30/06/2012	378.00
EF064710	11028	NEVERFAIL SPRINGWATER LIMITED BOTTLED WATER SUPPLIES	30/06/2012	971.65
EF064711	11036	NORTH LAKE ELECTRICAL ELECTRICAL SERVICES	30/06/2012	9,866.52
EF064712	11039	NOVUS AUTO GLASS WINDSCREEN REPAIR SERVICES	30/06/2012	565.00
EF064713	11055	OFFICE LINE OFFICE FURNITURE	30/06/2012	19,159.80
EF064714	11068	VODAFONE HUTCHISON AUSTRALIA PTY LTD PAGING SERVICES	30/06/2012	1,803.56
EF064715	11070	OTIS ELEVATOR COMPANY ELEVATOR REPAIRS/MAINTENANCE	30/06/2012	1,750.29
EF064716	11077	P & G BODY BUILDERS PTY LTD PLANT BODY BUILDING SERVICES	30/06/2012	1,120.90
EF064717	11087	PAPER PRINT & DESIGN PRINTING SERVICES	30/06/2012	113.30
EF064718	11136	DONEGAN ENTERPRISES FENCING REPAIRS/MAINTENANCE	30/06/2012	38,348.75
EF064719	11155	PK PRINT PTY LTD PRINTING SERVICES	30/06/2012	503.00
EF064720	11164	PMP PRINT PTY LTD PRINTING SERVICES	30/06/2012	274.99

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EF064721	11182	PREMIUM BRAKE & CLUTCH SERVICE BRAKE SERVICES	30/06/2012	587.40
EF064722	11206	QUALSIGN SIGN SUPPLIES	30/06/2012	8.69
EF064723	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	30/06/2012	6,484.49
EF064724	11214	RAECO INTERNATIONAL PTY LTD STATIONERY SUPPLIES	30/06/2012	642.99
EF064725	11235	REINFORCED CONCRETE PIPES PTY LTD CONCRETE PIPE SUPPLIES	30/06/2012	14,350.26
EF064726	11243	REPCO AUTO PARTS AUTO SUPPLIES	30/06/2012	1,917.48
EF064727	11244	RESEARCH SOLUTIONS PTY LTD CUSTOMER SATISFACTION SURVEY	30/06/2012	48,910.10
EF064728	11257	RNR CONTRACTING PTY LTD SUPPLY & DELIVER EMULSION	30/06/2012	27,638.27
EF064729	11264	ROCLA PIPELINE PRODUCTS CONCRETE LINER SUPPLIES	30/06/2012	11,847.00
EF064730	11267	ROLLOWAYS ENTERTAINMENT SERVICES	30/06/2012	140.00
EF064731	11284	ROYAL LIFE SAVING SOCIETY AUSTRALIA TRAINING SERVICES	30/06/2012	1,160.00
EF064732	11294	SAFEMAN (WA) PTY LTD PROTECTIVE CLOTHING/EQUIPMENT	30/06/2012	1,813.68
EF064733	11307	SATELLITE SECURITY SERVICES PTY LTD SECURITY SERVICES	30/06/2012	11,122.26
EF064734	11308	SBA SUPPLIES HARDWARE SUPPLIES	30/06/2012	1,051.85
EF064735	11318	SELECT SECURITY WA PTY LTD SECURITY SERVICES	30/06/2012	448.70
EF064736	11328	SHACKS HOLDEN VEHICLE PURCHASES	30/06/2012	117.88
EF064737	11331	SHAWMAC PTY LTD CONSULTANCY SERVICES - CIVIL	30/06/2012	2,750.00
EF064738	11332	SHEET METAL FABRICATORS SPEARWOOD METAL FABRICATION	30/06/2012	500.00
EF064739	11337	SHERIDANS FOR BADGES NAME BADGES & ENGRAVING	30/06/2012	259.81
EF064740	11361	SIGMA CHEMICALS PTY LTD CHEMICAL SUPPLIES	30/06/2012	1,290.20
EF064741	11376	SLICKER STICKERS STICKER SUPPLIES	30/06/2012	1,844.68
EF064742	11380	SNAP PRINTING FREMANTLE PRINTING SERVICES	30/06/2012	3,830.40
EF064743	11387	BIBRA LAKE SOILS SOIL & LIMESTONE SUPPLIES	30/06/2012	151.00
EF064744	11425	SOUTHERN METROPOLITAN REGIONAL COUNCIL WASTE DISPOSAL GATE FEES	30/06/2012	742,903.09
EF064745	11453	SPEARWOOD NEWSROUND NEWSPAPER SUPPLIES	30/06/2012	922.90
EF064746	11459	SPEARWOOD VETERINARY HOSPITAL VETERINARY SERVICES	30/06/2012	2,123.00
EF064747	11463	SPECTRUM CABINETS CABINET SUPPLIES	30/06/2012	1,265.00
EF064748	11470	SPORTSWORLD OF WA SPORT SUPPLIES	30/06/2012	1,385.45

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EF064749	11483	ST JOHN AMBULANCE AUST WA OPERATIONS FIRST AID COURSES	30/06/2012	199.00
EF064750	11496	STANLEE WA LTD CATERING EQUIPMENT/SUPPLIES	30/06/2012	1,145.70
EF064751	11505	STATE LIBRARY OF WESTERN AUSTRALIA BOOK SUPPLIES	30/06/2012	1,252.90
EF064752	11511	STATEWIDE BEARINGS BEARING SUPPLIES	30/06/2012	60.88
EF064753	11520	STOP & COPY PRINT CENTRE PTY LTD COPYING SERVICES	30/06/2012	738.00
EF064754	11525	STRACHAN RA & TD PLUMBING SERVICES	30/06/2012	2,200.00
EF064755	11546	T FAULKNER & CO INSTALLATIONS/SUPPLY OF HAND RAILS	30/06/2012	15,216.50
EF064756	11557	TECHNOLOGY ONE LTD IT CONSULTANCY SERVICES	30/06/2012	192,676.35
EF064757	11568	THE AUST GOVT DIRECTORY ADVERTISING SERVICES	30/06/2012	550.00
EF064758	11603	THE SIGN SHOP - FREMANTLE SIGNS	30/06/2012	352.00
EF064759	11613	TIMEZONE FREMANTLE ENTERTAINMENT SERVICES	30/06/2012	350.00
EF064760	11625	TOTAL EDEN PTY LTD RETICULATION SUPPLIES	30/06/2012	126,440.60
EF064761	11642	TRAILER PARTS PTY LTD TRAILER PARTS	30/06/2012	66.33
EF064762	11651	TREE WATERING SERVICES TREE WATERING SERVICES	30/06/2012	15,491.90
EF064763	11652	TRENCHBUSTERS HIRING SERVICES	30/06/2012	2,228.60
EF064764	11655	TRISLEYS HYDRAULIC SERVICES PTY LTD POOL EQUIPMENT/REPAIRS	30/06/2012	939.55
EF064765	11657	TRUCKLINE PARTS CENTRES AUTOMOTIVE SPARE PARTS	30/06/2012	2,012.71
EF064766	11663	TUDOR HOUSE BANNERS/FLAGS	30/06/2012	812.00
EF064767	11667	TURFMASTER FACILITY MANAGEMENT TURFING SERVICES	30/06/2012	759.88
EF064768	11669	TYCO SERVICES FIRE ALARM SYSTEM REPAIRS	30/06/2012	283.80
EF064769	11690	URBAN DEVELOPMENT INSTITUTE OF AUSTRALIA WA CONSULTANCY SERVICES - PLANNING	30/06/2012	1,825.00
EF064770	11697	VAT MAN-FAT FILTERING SYSTEMS FILTER CLEANING SERVICES	30/06/2012	631.50
EF064771	11701	VIBRA INDUSTRIAL FILTRATION A/ASIA FILTER SUPPLIES	30/06/2012	281.82
EF064772	11715	WA BLUEMETAL ROADBASE SUPPLIES	30/06/2012	55,964.53
EF064773	11722	WA HINO SALES & SERVICE REPAIRS/MAINTENANCE SERVICES	30/06/2012	1,428.77
EF064774	11726	WA LIMESTONE LIMESTONE SUPPLIES	30/06/2012	878,690.03
EF064775	11729	WA MOBILE PHONE INSTALLATIONS INSTALLATION SERVICES	30/06/2012	299.00
EF064776	11743	WA COUNCIL OF SOCIAL SERVICE INC TRAINING SERVICES	30/06/2012	1,760.00

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EF064777	11749	WARRENS EARTHMOVING CONTRACTORS EARTHMOVING SERVICES	30/06/2012	3,135.00
EF064778	11773	WESFARMERS LANDMARK LIMITED CHEMICAL SUPPLIES	30/06/2012	3,922.64
EF064779	11789	WALGA ADVERTISING/TRAINING SERVICES	30/06/2012	16,436.53
EF064780	11793	WESTERN IRRIGATION PTY LTD IRRIGATION SERVICES/SUPPLIES	30/06/2012	112,759.82
EF064781	11795	WESTERN POWER ELECTRICAL SERVICES - COOLBELLUP UNDERGROUND PWR	30/06/2012	609,463.00
EF064782	11805	WESTPLAN DESIGN & CONSTRUCTION CONSTRUCTION SERVICES	30/06/2012	385.00
EF064783	11806	WESTRAC PTY LTD REPAIRS/MTNCE - EARTHMOVING EQUIPMENT	30/06/2012	1,661.58
EF064784	11810	ABAXA PREVIOUSLY WH LOCATIONS LOCATING SERVICES	30/06/2012	18,542.43
EF064785	11822	WOOD & GRIEVE ENGINEERS ENGINEERING CONSULTANCY SERVICES	30/06/2012	15,543.00
EF064786	11824	WORK CLOBBER SAFETY CLOTHING	30/06/2012	83.00
EF064787	11828	WORLDWIDE ONLINE PRINTING - O'CONNOR PRINTING SERVICES	30/06/2012	9,848.63
EF064788	11835	WURTH AUSTRALIA PTY LTD HARDWARE SUPPLIES	30/06/2012	2,473.47
EF064789	11841	YANGEBUP FAMILY CENTRE INC DONATION	30/06/2012	1,865.00
EF064790	11972	COBEY MAINTENANCE SERVICES TURF MANAGEMENT	30/06/2012	62,869.76
EF064791	11974	GREENWASTE SERVICES MULCHING/SHREDDING SERVICES	30/06/2012	9,528.75
EF064792	11987	SAFETY ZONE AUSTRALIA PTY LTD SAFETY EQUIPMENT	30/06/2012	140.36
EF064793	11990	EARTHCARE (AUSTRALIA) P/L LANDSCAPING SERVICES	30/06/2012	2,758.80
EF064794	12014	TUTT BRYANT EQUIPMENT EXCAVATING/EARTHMOVING EQUIPMENT	30/06/2012	3,003.40
EF064795	12018	O'CONNOR LAWMOWER & CHAINSAW CENTRE MOWING EQUIPMENT/PARTS/SERVICES	30/06/2012	2,740.00
EF064796	12060	WBHO CIVIL PTY LTD TRADING AS: CECK PTY LTD CIVIL CONSTRUCTION SERVICES - HWRP CELL 7	30/06/2012	551,806.14
EF064797	12123	TRANEN PTY LTD PLANT SUPPLIES	30/06/2012	23,255.35
EF064798	12153	HAYS PERSONNEL SERVICES PTY LTD EMPLOYMENT SERVICES	30/06/2012	42,703.15
EF064799	12193	SAGE CONSULTING ENGINEERS P/L CONSULTING SERVICES	30/06/2012	2,475.00
EF064800	12207	CIVICA PTY LTD SOFTWARE SUPPORT/LICENCE FEES	30/06/2012	49,861.69
EF064801	12219	PARKS AND LEISURE AUSTRALIA SUBSCRIPTION RENEWAL	30/06/2012	1,155.00
EF064802	12320	MUNDARING GARDEN CENTRE PLANT SUPPLIES	30/06/2012	1,501.30
EF064803	12394	MP ROGERS & ASSOCIATES PTY LTD CONSULTANCY SERVICES - MARINE	30/06/2012	27,818.71
EF064804	12415	FACE PAINTING FUN AND GAMES ENTERTAINMENT SERVICES	30/06/2012	285.00

CITY OF COCKBURN
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EF064805	12447	BORDER EDGE KERBING KERBING SERVICES	30/06/2012	19,019.00
EF064806	12497	TROPHY CHOICE TROPHY SUPPLIES	30/06/2012	160.00
EF064807	12589	AUSTRALIAN INSTITUTE OF MANAGEMENT TRAINING SERVICES	30/06/2012	2,190.00
EF064808	12694	SPECIALISED LIFTING SERVICE LIFTING EQUIPMENT & SERVICES	30/06/2012	78.86
EF064809	12712	MISS MAUD CATERING SERVICES	30/06/2012	226.35
EF064810	12779	WESTERN RESOURCE RECOVERY PTY LTD WASTE DISPOSAL SERVICES	30/06/2012	3,129.50
EF064811	12790	VARISIGNS SIGNAGE SERVICES	30/06/2012	1,314.64
EF064812	12791	ALCHEMY TECHNOLOGY COMPUTER SOFTWARE SERVICES	30/06/2012	7,273.20
EF064813	12796	MEDIA MONITORS AUSTRALIA PTY LTD MEDIA MONITORING SERVICES	30/06/2012	567.22
EF064814	12820	MONTELEONE FENCING FENCING SERVICES/MAINTENANCE	30/06/2012	8,483.20
EF064815	12983	IFAP- INDUSTRIAL FOUNDATION FOR ACCIDENT PREVENTION SAFETY COURSES	30/06/2012	1,945.57
EF064816	12985	IMPACT ENVIRONMENTAL CONSULTING PTY LTD	30/06/2012	1,746.90
EF064817	12998	PLAYRIGHT AUSTRALIA PTY LTD INSPECTION SERVICES - PLAYGROUNDS	30/06/2012	1,320.04
EF064818	12999	SV GLASS GLAZING SERVICES	30/06/2012	1,158.30
EF064819	13037	PPCA LTD LICENCE FEE - SOUND & MUSIC	30/06/2012	72.49
EF064820	13102	MICHAEL PAGE INTERNATIONAL EMPLOYMENT SERVICES	30/06/2012	19,372.18
EF064821	13111	OCE-AUSTRALIA LIMITED COPIERS/PRINTERS	30/06/2012	3,302.72
EF064822	13170	COUNTRYWIDE PUBLICATIONS BOOK SUPPLIES	30/06/2012	2,000.00
EF064823	13238	SPINELESS WONDERS INSECT WORKSHOP	30/06/2012	330.00
EF064824	13322	NILFISK ADVANCE CLEANING EQUIPMENT/SERVICES	30/06/2012	50.08
EF064825	13395	SUMIT DUTTA ENTERTAINMENT SERVICES	30/06/2012	1,705.00
EF064826	13409	KLEENIT CLEANING SERVICES	30/06/2012	19,887.00
EF064827	13462	ATI-MIRAGE PTY LTD TRAINING SERVICES	30/06/2012	7,716.16
EF064828	13476	THE HISTORICAL SOCIETY OF COCKBURN EXPENSES REIMBURSEMENT	30/06/2012	2,600.00
EF064829	13563	ECOJOBS ENVIRONMENTAL PERSONNEL EMPLOYMENT SERVICES	30/06/2012	11,171.33
EF064830	13582	DBS FENCING FENCING SERVICES	30/06/2012	4,510.00
EF064831	13671	CORPORATE EXPRESS AUSTRALIA LTD OFFICE/STATIONERY SUPPLIES	30/06/2012	10,794.07
EF064832	13764	DIMENSION DATA LEARNING SOLUTIONS COMPUTER SOFTWARE	30/06/2012	3,520.00

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EF064833	13767	ELLIOTTS IRRIGATION PTY LTD IRRIGATION SERVICES	30/06/2012	411.40
EF064834	13834	SULO MGB AUSTRALIA PTY LTD MOBILE GARBAGE BINS	30/06/2012	87,838.30
EF064835	14258	WARP GROUP PTY LTD ROAD CONSTRUCTION MATERIALS	30/06/2012	2,092.44
EF064836	14300	A & G CARPET CLEANING CARPET CLEANING SERVICES	30/06/2012	638.00
EF064837	14406	BANDICOOT NURSERY PLANT SUPPLY	30/06/2012	8,768.28
EF064838	14447	ANDOVER DETAILERS DETAILING SERVICES	30/06/2012	1,193.50
EF064839	14459	BIDVEST (WA) PTY LTD FOOD/CATERING SUPPLIES	30/06/2012	544.94
EF064840	14476	COCKBURN PLEASURE BOAT STORAGE STORAGE SERVICES	30/06/2012	1,782.00
EF064841	14593	AUSTREND INTERNATIONAL PTY LTD ALUMINIUM SUPPLIES	30/06/2012	5,505.50
EF064842	14615	GEON PRINTING & COMMUNICATIONS PRINTING SERVICES	30/06/2012	7,084.00
EF064843	14640	LANDMARK ENGINEERING & DESIGN OUTDOOR FURNITURE - PARKS/RESERVES	30/06/2012	10,285.00
EF064844	14667	APPEALING SIGNS SIGNS	30/06/2012	3,920.40
EF064845	14834	GILDEN TREE FARM PLANT/TREE SUPPLIES	30/06/2012	8,250.00
EF064846	14908	OAKVALE CAPITAL LIMITED CONSULTANCY SERVICES	30/06/2012	4,252.88
EF064847	15072	DRUM PRINT & PUBLICATIONS PRINTING SERVICES	30/06/2012	638.00
EF064848	15283	LASER CORPS WA AMUSEMENT PARK/CENTRE	30/06/2012	1,760.00
EF064849	15327	LKL CONTRACTING BOBCAT HIRE / LANDSCAPING SERVICES	30/06/2012	38,448.63
EF064850	15337	CHUBB SECURITY SERVICES LTD SECURITY SERVICES	30/06/2012	1,416.65
EF064851	15393	GREENWAY ENTERPRISES HARDWARE SUPPLIES	30/06/2012	163.46
EF064852	15462	GREENSLADES & CO P/L PET FOOD SUPPLIES	30/06/2012	79.90
EF064853	15515	ANYBODY'S FITNESS WATER AEROBICS	30/06/2012	320.00
EF064854	15541	JANDAKOT NEWS NEWSPAPER SUPPLIERS	30/06/2012	171.96
EF064855	15544	NNT CLOTHING - UNIFORMS	30/06/2012	494.40
EF064856	15550	APACE AID PLANTS & LANDSCAPING SERVICES	30/06/2012	26,430.95
EF064857	15588	NATURAL AREA MANAGEMENT & SERVICES WEED SPRAYING	30/06/2012	3,891.80
EF064858	15609	CATALYSE PTY LTD CONSULTANCY SERVICES	30/06/2012	27,720.00
EF064859	15678	A2Z PEST CONTROL PEST CONTROL	30/06/2012	525.00
EF064860	15760	FREMANTLE HOCKEY CLUB INC REGISTRATION FEES	30/06/2012	80.00

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EF064861	15785	DIEBACK TREATMENT SERVICES CONSULTANCY SERVICES - ENVIRONMENTAL	30/06/2012	1,023.00
EF064862	15850	ECOSCAPE ENVIRONMENTAL CONSULTANCY	30/06/2012	25,709.20
EF064863	15862	FREMANTLE MILK DISTRIBUTORS MILK DELIVERY	30/06/2012	1,887.45
EF064864	16050	SOUTH METROPOLITAN PERSONNEL EMPLOYMENT SERVICES	30/06/2012	235.15
EF064865	16079	WESTERN RECYCLING RECYCLING SERVICES	30/06/2012	99.00
EF064866	16089	HIGH PERFORMANCE WINDOW FILMS WINDOW TINTING SERVICES	30/06/2012	264.00
EF064867	16121	LEWIS HORNE ARTISTIC SERVICES	30/06/2012	3,300.00
EF064868	16189	CHIFLEY BUSINESS SCHOOL TRAINING SERVICES	30/06/2012	4,580.00
EF064869	16291	WA PROFILING ROAD PROFILING SERVICES	30/06/2012	31,467.70
EF064870	16363	ATCO GAS AUSTRALIA GAS SUPPLIES/SERVICES	30/06/2012	247.85
EF064871	16386	LITTLE RED APPLE PUBLISHING BOOK SUPPLIES	30/06/2012	16.00
EF064872	16396	MAYDAY EARTHMOVING GRADER HIRE	30/06/2012	22,533.50
EF064873	16403	ROBINSON BUILDTECH BUILDING SERVICES - ALTERATIONS	30/06/2012	14,279.10
EF064874	16432	SCARVACI'S IGA GROCERIES	30/06/2012	2,661.41
EF064875	16494	PERTHWASTE WASTE DISPOSAL SERVICES	30/06/2012	9,808.26
EF064876	16533	TOTAL PACKAGING PACKAGING	30/06/2012	710.05
EF064877	16568	BIOWISE SOIL SUPPLIES	30/06/2012	2,808.85
EF064878	16698	TIDY UP RUBBISH BAG SERVICE RUBBISH BAG SERVICE	30/06/2012	548.00
EF064879	16704	ACCIDENTAL FIRST AID SUPPLIES MEDICAL SUPPLIES	30/06/2012	1,508.68
EF064880	16706	COUNCIL ON THE AGEING (WA) INC EDUCATION SERVICES	30/06/2012	735.00
EF064881	16707	BIZQUIP SOLUTIONS COMPUTER HARDWARE	30/06/2012	10,279.50
EF064882	16894	TREBLEX INDUSTRIAL PTY LTD CHEMICALS - AUTOMOTIVE	30/06/2012	3,421.00
EF064883	16908	ND ENGINEERING ENGINEERING CONSULTANCY FOR NOISE LEVELS	30/06/2012	1,122.00
EF064884	16959	PERTH HOMEGUARD PTY LTD SECURITY PRODUCTS	30/06/2012	600.00
EF064885	16985	WA PREMIX CONCRETE SUPPLIES	30/06/2012	27,522.44
EF064886	17040	DEPARTMENT OF PREMIER AND CABINET PUBLICATIONS	30/06/2012	144.35
EF064887	17078	PHOENIX KNIGHTS FOOTBALL CLUB REGISTRATION FEES	30/06/2012	200.00
EF064888	17092	CENTRAL SCREENS SECURITY SYSTEMS/PRODUCTS	30/06/2012	260.00

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EF064889	17178	THE CLEAN UP COMPANY WASTE DISPOSAL SERVICES	30/06/2012	2,205.50
EF064890	17213	COCKBURN CITY SOCCER CLUB INC FLOODLIGHT FUNDING	30/06/2012	600.00
EF064891	17214	FLAMES NETBALL CLUB SPORTS CLUB	30/06/2012	159.00
EF064892	17301	GOOD READING MAGAZINE SUBSCRIPTION	30/06/2012	1,353.00
EF064893	17362	JOHN EARLEY TRAINING	30/06/2012	120.00
EF064894	17471	PIRTEK (FREMANTLE) PTY LTD HOSES & FITTINGS	30/06/2012	2,553.09
EF064895	17481	ADS AUTOMATION PTY LTD DOOR/GATE REPAIRS	30/06/2012	313.50
EF064896	17550	THE IRRIGATION ASSOCIATION OF AUST SUBSCRIPTION	30/06/2012	640.00
EF064897	17555	ALLEASING PTY LTD LEASE REPAYMENTS	30/06/2012	37,701.38
EF064898	17600	ERECTOR (WA) GUARD RAILS	30/06/2012	22,528.00
EF064899	17912	AEC GROUP LTD CONSULTANT	30/06/2012	32,115.60
EF064900	17922	KENNARDS HIRE PTY LTD - FREMANTLE EQUIPMENT HIRE	30/06/2012	2,040.00
EF064901	17942	MRS MAC'S FOOD SUPPLIES	30/06/2012	400.06
EF064902	17951	DEVELOPING SKILLS TRAINING SERVICES -	30/06/2012	1,765.50
EF064903	17966	GC SALES (WA) WASTE DISPOSAL EQUIPMENT	30/06/2012	170.50
EF064904	18017	INSTANT PRODUCTS GROUP HIRE OF PORTABLE TOILETS	30/06/2012	387.04
EF064905	18073	PARAMOUNT SECURITY SERVICES SECURITY SERVICES	30/06/2012	13,744.50
EF064906	18086	DONALD CANT WATTS CORKE (WA) P/L PROJECT MANAGEMENT SERVICES	30/06/2012	3,850.00
EF064907	18114	BOLLIG DESIGN GROUP P/L ARCHITECTURAL SERVICES	30/06/2012	31,941.80
EF064908	18126	DELL AUSTRALIA PTY LTD COMPUTER HARDWARE	30/06/2012	5,727.54
EF064909	18128	BESAM AUSTRALIA PTY LTD REPAIRS/MAINTENANCE SERVICES	30/06/2012	687.50
EF064910	18147	AURECON AUSTRALIA PTY LTD CONSULTANCY - CIVIL ENGINEERING	30/06/2012	19,767.00
EF064911	18203	NATSYN ENVIRONMENTAL PEST CONTROL	30/06/2012	700.00
EF064912	18216	REGEN4 ENVIRONMENTAL SERVICES CONSULTANCY - ENVIRONMENTAL	30/06/2012	1,656.05
EF064913	18265	FREMANTLE CITY DOCKERS FOOTBALL CLUB	30/06/2012	1,200.00
EF064914	18293	EASTERN PRESS PRINTING	30/06/2012	4,507.00
EF064915	18298	COOGEE BASKETBALL CLUB SPORTS CLUB	30/06/2012	720.00
EF064916	18299	FREMANTLE NETBALL ASSOCIATION SPORTS CLUB	30/06/2012	440.00

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EF064917	18313	CITY OF WHITTLESEA SEMINAR	30/06/2012	19,800.00
EF064918	18389	GAVIN CONSTRUCTION BUILDING CONSTRUCTION SERVICES - MULTIPLE PROJECTS	30/06/2012	948,697.33
EF064919	18433	CENTREPOINT CHURCH CULTURAL GRANT	30/06/2012	300.00
EF064920	18436	J.C.S PLUMBING SERVICES PLUMBING SERVICES	30/06/2012	561.00
EF064921	18508	JOHN TURNER BRICK LAY	30/06/2012	11,153.50
EF064922	18522	J & K HOPKINS FURNITURE	30/06/2012	409.00
EF064923	18533	FRIENDS OF THE COMMUNITY INC. COMMUNITY GRANT	30/06/2012	881.00
EF064924	18613	ECO-HIRE EQUIPMENT HIRE	30/06/2012	2,987.00
EF064925	18619	BRYCE & JENNY MURRAY BUS CONTRACTORS PTY LTD BUS HIRE	30/06/2012	121.00
EF064926	18695	MYAREE CRANE HIRE CRANE HIRE	30/06/2012	885.50
EF064927	18721	LINC INTEGRATED MARKETING MARKETING CONSULTANCY SERVICES	30/06/2012	6,477.16
EF064928	18731	OCCMEDIC MEDICAL SERVICES	30/06/2012	121.00
EF064929	18734	P & R EDWARDS ENTERTAINMENT SERVICES	30/06/2012	1,050.00
EF064930	18764	AFFIRMATIVE PAVING BRICK PAVING SERVICES	30/06/2012	1,540.00
EF064931	18799	DOWN TO EARTH TRAINING & ASSESSING TRAINING SERVICES	30/06/2012	3,465.00
EF064932	18946	ISIS CAPITAL LTD LEASE PAYMENTS	30/06/2012	48,149.51
EF064933	18962	SEALANES (1985) P/L CATERING SUPPLIES	30/06/2012	3,338.27
EF064934	19038	DOWSING CONCRETE CONCRETING SERVICES - BIBRA LAKE PROJECT	30/06/2012	329,846.28
EF064935	19058	VALENTINE'S CAMERA HOUSE FREMANTLE PHOTOGRAPHIC EQUIPMENT	30/06/2012	1,219.00
EF064936	19107	FOREVER SHINING MONUMENT	30/06/2012	5,635.48
EF064937	19323	DEPARTMENT FOR CHILD PROTECTION REFUND OF OVERPAYMENT OF GRANT FUNDS	30/06/2012	150.00
EF064938	19334	TAYLORS BIKESHOP BIKE SUPPLIES	30/06/2012	2,179.00
EF064939	19396	ACP EVENTS PARTY EQUIPMENT HIRE	30/06/2012	6,702.03
EF064940	19436	WHITCHURCH REFRIGERATION & AIRCONDITIONING AIR CONDITIONING SERVICES	30/06/2012	684.39
EF064941	19533	WOOLWORTHS LTD GROCERIES	30/06/2012	2,442.18
EF064942	19541	TURF CARE WA P/L TURF SERVICES	30/06/2012	616.00
EF064943	19545	GRASSWEST BUILDING & GARDEN MAINTENANCE	30/06/2012	3,500.00
EF064944	19546	THE BIG PICTURE FACTORY PRINTING SERVICES	30/06/2012	1,503.70

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EF064945	19623	ERGOLINK OFFICE FURNITURE	30/06/2012	528.88
EF064946	19628	PAPERBARK TECHNOLOGIES ARBORICULTURAL CONSULTANCY SERVICES	30/06/2012	7,721.00
EF064947	19629	MAIT INDUSTRIES PTY LTD IRRIGATION SERVICES	30/06/2012	2,772.00
EF064948	19652	TMS SERVICES SECURITY SERVICES	30/06/2012	3,461.06
EF064949	19657	BIGMATE MONITORING SERVICES PTY LTD COMPUTER HARDWARE/SOFTWARE	30/06/2012	1,771.06
EF064950	19755	EMBROIDME JOONDALUP EMBROIDERY	30/06/2012	858.00
EF064951	19795	FREMANTLE RUGBY LEAGUE CLUB INC REGISTRATION FEES	30/06/2012	510.00
EF064952	19830	AUTO MASTERS - SPEARWOOD MECHANICAL SERVICES	30/06/2012	3,635.89
EF064953	19847	PFD FOOD SERVICES PTY LTD CATERING SERVICES	30/06/2012	3,903.50
EF064954	19867	VERTICAL TELECOMS (WA) PTY LTD COMMUNICATIONS	30/06/2012	649.30
EF064955	19885	SAFEGUARD INDUSTRIES SECURITY SCREENS/DOORS	30/06/2012	100.00
EF064956	19967	FINGER FOOD CATERING CATERING SERVICES	30/06/2012	457.00
EF064957	20000	AUST WEST AUTO ELECTRICAL P/L AUTO ELECTRICAL SERVICES	30/06/2012	11,797.59
EF064958	20129	BRANDRITE PROMOTIONAL GOODS	30/06/2012	2,777.50
EF064959	20149	BUS & COACH INTERNATIONAL PTY LTD BUSES	30/06/2012	113.45
EF064960	20228	CONSTRUCTION INFORMATION SYSTEMS LTD SUBSCRIPTION SERVICES	30/06/2012	3,289.00
EF064961	20232	GEODETIC SUPPLIES & REPAIRS SURVEYING EQUIPMENT	30/06/2012	267.00
EF064962	20304	SOCIETY GENERALE AUSTRALIA BRANCH LEASE FINANCING SERVICES	30/06/2012	2,717.63
EF064963	20322	PLANTRITE PLANT SUPPLIES	30/06/2012	23,275.89
EF064964	20341	WILHELMINA MARIA HOUWEN GARDENING SERVICES	30/06/2012	1,440.00
EF064965	20427	ENVIRONMENT HOUSE INC ENVIRONMENT HOUSE	30/06/2012	1,089.00
EF064966	20439	ONYA INNOVATIONS ENVIRONMENTALLY FRIENDLY BAGS	30/06/2012	493.40
EF064967	20488	BRIDGET NORTON ARTIST	30/06/2012	24,750.00
EF064968	20535	HOME-GROWN THEATRE DRAMA CLASSES	30/06/2012	2,500.00
EF064969	20540	ALL THINGS THEATRE THEATRICAL SUPPLIES/SERVICES	30/06/2012	44.00
EF064970	20549	A1 CARPET, TILE & GROUT CLEANING CLEANING SERVICES - TILES/CARPET	30/06/2012	660.00
EF064971	20556	DVG MOUNTWAY MELVILLE PURCHASE OF NEW VEHICLE - 1DXD721	30/06/2012	38,539.99
EF064972	20583	ANIMAL PEST MANAGEMENT SERVICES FERAL ANIMAL CONTROL	30/06/2012	2,640.00

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EF064973	20618	AGPARTS WAREHOUSE PTY LTD SPRAY EQUIPMENT	30/06/2012	91.06
EF064974	20619	UNLTD ENERGY GROUP LTD PV POWER SYSTEMS	30/06/2012	20,314.51
EF064975	20622	BLADE SKATE SPORTING EQUIPMENT	30/06/2012	330.00
EF064976	20635	SCRD ENVIRONMENTAL PTY LTD RECYCLING SERVICES - COMPUTER	30/06/2012	4,980.36
EF064977	20703	MAGGIES KITCHEN CATERING	30/06/2012	245.00
EF064978	20707	HENNA MAGIC / CLAIRE'S CREATIVE ARTS ENTERTAINMENT - TATTOOS	30/06/2012	120.00
EF064979	20786	THE BUTCHER SHOP ARTISTIC SUPPLIES	30/06/2012	571.30
EF064980	20833	BOOMERS PLUMBING & GAS PLUMBING SERVICES	30/06/2012	367.40
EF064981	20857	DOCKSIDE SIGNS SIGN MAKERS	30/06/2012	286.00
EF064982	20863	APMM GROUP PTY LTD TRAINING/INSTRUCTION	30/06/2012	1,080.00
EF064983	20882	BELL-VISTA FRUIT & VEGETABLE FRUIT & VEGETABLE	30/06/2012	1,045.56
EF064984	20885	TACTILE INDICATORS (PERTH) PTY LTD TACTILES	30/06/2012	6,336.00
EF064985	20889	MACQUARIE EQUIPMENT FINANCE P/L LEASE FINANCING SERVICES	30/06/2012	41,749.34
EF064986	20924	INDIGO PERSONAL TRAINING PERSONAL TRAINING	30/06/2012	1,840.00
EF064987	20934	GREENLINE AG P/L AGRICULTURAL EQUIPMENT	30/06/2012	1,130.20
EF064988	20951	ELECTROFEN PTY LTD FENCING SERVICES	30/06/2012	940.50
EF064989	21120	SHOREWATER MARINE PTY LTD MARINE CONSTRUCTION SERVICES	30/06/2012	3,916.00
EF064990	21127	JOANNA AYCKBOURN INSTRUCTION - SINGING	30/06/2012	1,200.00
EF064991	21139	AUSTRAFFIC WA PTY LTD TRAFFIC SURVEYS	30/06/2012	1,694.00
EF064992	21151	PERTH WEB DESIGN WEB DESIGN SERVICES	30/06/2012	660.00
EF064993	21193	SPM CONSULTANTS PTY LTD CONSULTANCY SERVICES	30/06/2012	11,605.00
EF064994	21198	STUDIO KRAZE VIDEO PRODUCTIONS	30/06/2012	960.00
EF064995	21290	ONSITE RENTALS EQUIPMENT HIRE /TOILETS ETCE	30/06/2012	908.60
EF064996	21291	CHITTERING VALLEY WORM FARM ENVIRONMENTAL EDUCATION	30/06/2012	3,868.00
EF064997	21294	CAT HAVEN ANIMAL SERVICES	30/06/2012	165.00
EF064998	21363	TENDERLINK.COM PTY LTD COMPUTER SOFTWARE	30/06/2012	550.00
EF064999	21371	SANPOINT PTY LTD KERBING SERVICES	30/06/2012	57,536.49
EF065000	21397	THE PLAYROOM O'CONNOR TOYS AND GAMES	30/06/2012	400.00

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EF065001	21477	EMERGE ASSOCIATES LANDSCAPE CONSULTANTS	30/06/2012	1,595.00
EF065002	21529	BRAND SUCCESS PROMOTIONAL PRODUCTS	30/06/2012	6,229.85
EF065003	21589	SMALL TREE FARM SPECIALTY TREES	30/06/2012	907.50
EF065004	21594	GREENSENSE PTY LTD CONSULTANCY - CLIMATE	30/06/2012	13,515.70
EF065005	21606	TOWN & COUNTRY TREE SERVICE PTY LTD EARTHWORKS	30/06/2012	2,936.00
EF065006	21664	ACT INDUSTRIAL PTY LTD SKIP BINS - MANUFACTURE	30/06/2012	1,859.00
EF065007	21678	IANNELLO DESIGNS GRAPHIC DESIGN	30/06/2012	1,930.50
EF065008	21691	HIGHWAY1 AUSTRALIA PTY LTD INTERNET/WEB SERVICES	30/06/2012	10,435.00
EF065009	21694	UNITED EQUIPMENT PTY LTD USED EQUIPMENT	30/06/2012	481.80
EF065010	21748	SUPER A-MART PTY LTD SUPPLY OF FURNITURE	30/06/2012	1,104.75
EF065011	21750	GIANT AUTOS (1997) PTY LTD PURCHASE OF NEW VEHICLE	30/06/2012	17,691.27
EF065012	21778	HILTON SQUASH AND FITNESS SPORTING SERVICES	30/06/2012	200.00
EF065013	21792	ROTORVATION HELICOPTOR SERVICES AVIATION SERVICES	30/06/2012	2,280.00
EF065014	21794	PRACSYS MANAGEMENT SYSTEMS MARKET RESEARCH SERVICES	30/06/2012	646.25
EF065015	21796	GREEN LEAF GARDENS LANDSCAPING SERVICES	30/06/2012	6,948.00
EF065016	21815	CIVIL SURVEY SOLUTIONS CONSULTANCY - SURVEYING	30/06/2012	2,145.00
EF065017	21876	TODAE ENVIRONMENTAL PTY LTD SUSTAINABLE PROMOTION PRODUCTS	30/06/2012	1,734.70
EF065018	21879	SPOTLESS SERVICES AUSTRALIA LTD CLEANING SERVICES	30/06/2012	155,876.90
EF065019	21915	ECOWATER SERVICES PTY LTD MAINTENANCE SERVICES - WASTE SYSTEMS	30/06/2012	346.90
EF065020	21916	DAVIES FIRST NATIONAL REAL ESTATE CONSULTANCY SERVICES - REAL ESTATE	30/06/2012	20,173.04
EF065021	21933	SPIRAL WORKS PRODUCTIONS MULTIMEDIA SERVICES	30/06/2012	396.00
EF065022	21946	RYAN'S QUALITY MEATS MEAT SUPPLIES	30/06/2012	110.28
EF065023	21990	MEDIBANK HEALTH SOLUTIONS PTY LTD MEDICAL SERVICES	30/06/2012	3,852.20
EF065024	22109	PUBLIC LIBRARIES WESTERN AUSTRALIA INC PROFESSIONAL ORGANISATION	30/06/2012	150.00
EF065025	22122	PLATTERS 'R' US CATERING SERVICES	30/06/2012	2,677.50
EF065026	22125	JOSEPHINE JOLLY REFLEXOLOGIST	30/06/2012	1,280.00
EF065027	22126	HAPPY VALLEY RESOURCES P/L MOLTONI WASTE DISPOSAL	30/06/2012	6,578.00
EF065028	22133	AIR-BORN AMUSEMENTS AMUSEMENT SERVICES	30/06/2012	12,510.85

CITY OF COCKBURN
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EF065029	22169	GREENSTAR GROUP WA PTY LTD AIR CONDITIONING SERVICES	30/06/2012	8,107.67
EF065030	22177	ADVERTISING DESIGN SERVICES (WA) PTY LTD ADVERTISING DESIGN SERVICES	30/06/2012	11,643.50
EF065031	22192	VANESSA PAGET - BUSH WISDOM SURVIVAL EDUCATION/ENTERTAINMENT	30/06/2012	660.00
EF065032	22194	INDEPENDENT VALUERS OF WESTERN AUSTRALIA VALUATIONS	30/06/2012	825.00
EF065033	22242	ASPHALT SURFACES PTY LTD ASPHALTING SERVICES	30/06/2012	231,276.05
EF065034	22307	CREATIVE SPACES GRAPHIC DESIGN	30/06/2012	2,310.00
EF065035	22348	MAL ATWELL LEISURE GROUP AMUSEMENT, ENTERTAINMENT	30/06/2012	239.88
EF065036	22377	RAYS OUTDOORS CAMPING/OUTDOORS EQUIPMENT	30/06/2012	757.19
EF065037	22388	CARRINGTON'S TRAFFIC SERVICES TRAFFIC MANAGEMENT SERVICES	30/06/2012	50,644.03
EF065038	22389	PERTH PETROLEUM SERVICES CLEANING SERVICES - OIL SPILLS	30/06/2012	965.60
EF065039	22395	SEW OUTSIDE THE LINES JODY PEARL LANGE SEWING WORKSHOPS	30/06/2012	260.00
EF065040	22448	CAKES WEST PTY LTD CATERING	30/06/2012	147.15
EF065041	22505	TYRE RECYCLERS PTY LTD TYRE RECYCLING	30/06/2012	1,275.30
EF065042	22541	SURFING WESTERN AUSTRALIA INC. TRAINING SERVICES - SURFING	30/06/2012	672.00
EF065043	22553	BROWNES FOOD OPERATIONS CATERING SUPPLIES	30/06/2012	1,638.56
EF065044	22569	KINETIC HEALTH GROUP PTY LTD MEDICAL SERVICES	30/06/2012	3,250.50
EF065045	22572	IRONBARK ENVIRONMENTAL & SUSTAINABLE DEVELOPMENT CONSULTING SERVICES - ENVIRONMENTAL	30/06/2012	3,971.00
EF065046	22589	JB HI FI - COCKBURN ELECTRICAL EQUIPMENT	30/06/2012	620.00
EF065047	22600	CUBIC PROMOTIONS PTY LTD PROMOTIONAL PRODUCTS	30/06/2012	702.90
EF065048	22602	DENSFORD CIVIL PTY LTD STORMWATER DRAINAGE PROJECT - MILGUN/HAMMND PARK	30/06/2012	430,481.35
EF065049	22613	VICKI ROYANS ARTISTIC SERVICES	30/06/2012	400.00
EF065050	22619	KSC TRAINING TRAINING SERVICES	30/06/2012	1,280.00
EF065051	22653	PCYC FREMANTLE SPONSORSHIP	30/06/2012	600.00
EF065052	22681	ABBAY BLINDS PTY LTD BLINDS	30/06/2012	1,096.70
EF065053	22682	BEAVER TREE SERVICES PTY LTD TREE PRUNING SERVICES	30/06/2012	85,948.50
EF065054	22699	JACQUELINE GILES CONSULTANCY SERVICES	30/06/2012	9,428.80
EF065055	22737	CJS LIMESTONE CONTRACTORS PTY LTD LIMESTONE WORKS	30/06/2012	77,910.00
EF065056	22749	PEOPLE SOLUTIONS AUSTRALASIA PTY LTD CONSULTANCY - HR	30/06/2012	715.00

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EF065057	22752	ELGAS LIMITED GAS SUPPLIES	30/06/2012	105.60
EF065058	22805	COVS PARTS PTY LTD MOTOR PARTS	30/06/2012	5,303.76
EF065059	22806	AUSTRALIAN FUEL DISTRIBUTORS PTY LTD FUEL SUPPLIES	30/06/2012	170,546.07
EF065060	22848	SOLAR ASPECTS CONSULTANCY SERVICES - ENVIRONMENT	30/06/2012	3,500.00
EF065061	22904	UNIVERSITY OF MELBOURNE GRADUATE STUDENT ASS. BINDING SERVICES	30/06/2012	474.00
EF065062	22911	OILFIELD TRADERS AUSTRALIA WATER TRUCK HIRE	30/06/2012	7,854.00
EF065063	22949	TASHANA LEE TWEDDLE HEAVENSTRINGS ENTERTAINMENT SERVICES - MUSIC	30/06/2012	2,535.00
EF065064	22968	BAND & ENTERTAINMENT BOOKING OFFICE ENTERTAINMENT SERVICES	30/06/2012	1,500.00
EF065065	23031	ACT OUT ENTERTAINMENT SERVICES	30/06/2012	130.00
EF065066	23213	SPOTLESS FACILITY SERVICES PTY LTD LAUNDRY SERVICES	30/06/2012	811.21
EF065067	23214	OLD BRIDGE CELLARS LIQUOR SUPPLIES	30/06/2012	1,006.20
EF065068	23254	IBIS INFORMATION SYSTEMS PTY LTD COMPUTER SOFTWARE	30/06/2012	4,950.00
EF065069	23257	SOUNDGEAR AUSTRALIA AUDIO VISUAL EQUIPMENT	30/06/2012	218.20
EF065070	23288	ARIANE ROMMELE AMUSEMENT - CHILDREN'S ACTIVITIES	30/06/2012	490.00
EF065071	23309	FUN IN TRAINING AUSTRALIA PTY LTD FITNESS CLASSES-INSTRUCTIONS	30/06/2012	1,149.50
EF065072	23319	PINDAN PTY LTD BUILDING CONSTRUCTION SERVICES	30/06/2012	2,873.75
EF065073	23348	ZUMBA WITH HONEY FITNESS CLASSES	30/06/2012	500.50
EF065074	23357	KARMA HOLISTIC HEALTH YOGA CLASSES	30/06/2012	780.00
EF065075	23409	GLOBAL SYNTHETICS PTY LTD DRAINAGE, GEOTEXTILES	30/06/2012	69,507.46
EF065076	23414	THE MULTIPLE SCLEROSIS SOCIETY RATES REFUND	30/06/2012	13,222.00
EF065077	23510	BETTER WAYS FOUND PTY LTD CONSULTANCY SERVICES	30/06/2012	20,350.00
EF065078	23550	HENRICKS CONSULTING PTY LTD CONSULTANCY SERVICES - HUMAN RESOURCES	30/06/2012	484.00
EF065079	23555	J.R. BRADLEY CONSULTANCY SERVICES - ENVIRONMENTAL	30/06/2012	275.00
EF065080	23570	A PROUD LANDMARK PTY LTD LANDSCAPE CONTRUCTION SERVICES	30/06/2012	100,234.53
EF065081	23595	ANACONDA CAMPING EQUIPMET/SUPPLIES	30/06/2012	277.97
EF065082	23609	CLAIRE KING TRAINING/INSTRUCTIONS-VOCAL	30/06/2012	1,000.00
EF065083	23611	PHILLIP FARMER TRAINING SERVICES	30/06/2012	600.00
EF065084	23613	HAY GROUP PTY LTD CONSULTANCY - HR	30/06/2012	18,199.50

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EF065085	23617	AMLEC HOUSE PTY LTD CONSULTANCY - SERVICES	30/06/2012	4,752.00
EF065086	23625	VDM CONSULTING (WA) PTY LTD CONSULTANCY SERVICES	30/06/2012	2,585.00
EF065087	23628	DISMANTLE RECONDITIONED BICYCLES & BIKE EDUCATION	30/06/2012	2,310.00
EF065088	23669	WA IVECO PURCHASE OF NEW TRUCK - 1DXI015	30/06/2012	379,333.50
EF065089	23680	AUSSIE OUTDOOR ALFRESCO/CAFE BLINDS BIBRA LAKE FURNITURE - OUTDOOR (BLINDS)	30/06/2012	4,061.00
EF065090	23684	MEDIC ONE PTY LTD FIRST AID	30/06/2012	2,100.00
EF065091	23687	SECURE EVENTS & ASSETS PTY LTD SECURITY SERVICES	30/06/2012	7,913.33
EF065092	23688	SUREPAK (WA) PTY LTD BAGS, PLASTIC	30/06/2012	1,056.00
EF065093	23689	SCOPE GRAPHICS GRAPHIC DESIGN	30/06/2012	187.00
EF065094	23694	TIGER FITNESS (WA) PTY LTD GYM EQUIPMENT/SERVICE	30/06/2012	134.75
EF065095	23728	LAUREN ANDERSON CONTRACTING PHYSIOLOGY-EXERCISE	30/06/2012	600.00
EF065096	23736	THE COCOA CONNECTIONS SUSTAINABILITY GRANT	30/06/2012	198.00
EF065097	23738	HAMPA CATERING CATERING SERVICES/SUPPLIES	30/06/2012	1,255.00
EF065098	23768	JUNGLE PARTY ENTERTAINMENT SERVICES	30/06/2012	640.00
EF065099	23770	HEWSHOTT INTERNATIONAL NOISE ASSESSMENTS	30/06/2012	4,966.50
EF065100	23774	CREATIVE WELDING PTY LTD ARTISTIC SUPPLY	30/06/2012	1,100.00
EF065101	23776	KATH WHEATLEY PROPOSAL PRESENTATION SERVICES	30/06/2012	1,100.00
EF065102	23777	WOW WILDERNESS BOOT CLEANING STATION	30/06/2012	1,815.00
EF065103	23780	VANGUARD PRESS PRINTING SERVICES	30/06/2012	18,518.50
EF065104	23797	ONE ONE THREE PHOTOGRAPHY SERVICES	30/06/2012	1,386.00
EF065105	23806	PAVY RESOURCES CONSULTANCY - COMPUTER	30/06/2012	11,700.00
EF065106	23813	RIVERSIDE CHRISTIAN SOCCER CLUB REGISTRATION FEES-KIDSPORT	30/06/2012	380.00
EF065107	23817	ARUP PTY LTD CONSULTANCY-ENG, PLANNING, DESIGN	30/06/2012	14,270.03
EF065108	23818	AM & IE MUTCH ENGINEERING CONSULTANTS CONSULTANCY SERVICES	30/06/2012	17,479.00
EF065109	23821	TOM HASTE MUSICAL SERVICES	30/06/2012	1,300.00
EF065110	23822	URIMAT AUSTRALIA PLUMBING SUPPLIES	30/06/2012	3,065.40
EF065111	23823	J'S PAVING BRICK PAVING	30/06/2012	517.00
EF065112	23841	AUSTRALIAN LEADING LOCK SERVICE LOCKSMITH SERVICES	30/06/2012	230.00

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EF065113	23846	EMMA JACK TRAINING/INSTRUCTIONS	30/06/2012	2,575.00
EF065114	23851	ECO VIVA WATERPROOFING - MATS & CUSHIONS	30/06/2012	627.55
EF065115	23852	POLMAC TRAILER WORKS PURCHASE OF NEW TRAILER	30/06/2012	4,532.00
EF065116	23859	SCIENCE ALIVE TRAVELLING SHOW EDUCATION - KIDS	30/06/2012	900.00
EF065117	23863	HAMMOND PARK JUNIOR FOOTBALL CLUB (INC) REGISTRATION FEES	30/06/2012	190.00
EF065118	23865	PSYCHOZ PUBLICATIONS PTY LTD BOOKS/DVDS	30/06/2012	431.30
EF065119	23872	ASB MARKETING PTY LTD PROMOTIONAL PRODUCTS	30/06/2012	7,506.50
EF065120	23928	NATIONAL ABORIGINAL AND ISLANDER CHILD CARE MEMBERSHIP SUBSCRIPTION	30/06/2012	150.00
EF065121	23929	ANTIQUITEA HIRE-FUNCTION EQUIPMENT	30/06/2012	1,494.50
EF065122	23931	ATAC ANDREWS TRIMMING & CANVAS MOTOR TRIMMING CANVAS WORKS	30/06/2012	242.00
EF065123	23966	HEADY ENTERPRISES LANDSCAPING SERVICES	30/06/2012	6,000.00
EF065124	23969	BCA BUILDING CERTIFIERS & ASSESSORS SURVEYING SERVICES-BUILDING	30/06/2012	495.00
EF065125	23971	FIND WISE LOCATION SERVICES LOCATING SERVICES - UNDERGROUND	30/06/2012	1,564.20
EF065126	23974	CONCEPT AUDIO VISUAL (NSW) TRUST AUDIO VISUAL PRODUCTION SERVICES	30/06/2012	2,806.10
EF065127	23977	CONSTANT ENERGY SOFTWARE - COMPUTER	30/06/2012	99.00
EF065128	18178	GEORGE WESTON FOODS LTD RATES REFUND	29/06/2012	52,855.84
EF065129	19268	WESTERN AUSTRALIAN PLANNING COMMISSION RATES REFUND	29/06/2012	744.38
EF065130	22831	JAMES SHARPE CROSSOVER CONTRIBUTION	29/06/2012	300.00
EF065131	23489	JENNIFER ANNE MILLER CAT STERILISATION CONTRIBUTION	29/06/2012	50.00
EF065132	23994	MARTIN DONNELLY CROSSOVER CONTRIBUTION	29/06/2012	300.00
EF065133	23995	DANE ROBSON CROSSOVER CONTRIBUTION	29/06/2012	300.00
EF065134	23996	NICHOLE PIROMALLY CROSSOVER CONTRIBUTION	29/06/2012	300.00
EF065135	23997	WENDY WATSON CAT STERILISATION CONTRIBUTION	29/06/2012	100.00
EF065136	23998	ALANA PICCOLLI CAT STERILISATION CONTRIBUTION	29/06/2012	50.00
EF065137	23999	TAMATHA MOORE CAT STERILISATION CONTRIBUTION	29/06/2012	150.00
EF065138	24000	FAYE JANET JOHNSON CAT STERILISATION CONTRIBUTION	29/06/2012	20.00
EF065139	24001	NATASHA HOWELLS CAT STERILISATION CONTRIBUTION	29/06/2012	50.00
EF065140	24002	PATRICIA HARVEY CAT STERILISATION CONTRIBUTION	29/06/2012	50.00

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EF065141	24006	RAYNA BALTATZIDIS DOUBLE PAYMENT	29/06/2012	520.36
EF065142	24009	RM GODFREY RATES REFUND	29/06/2012	201.99
EF065143	24010	DM & M VLASICH RATES REFUND	29/06/2012	306.71
EF065144	24011	THD GROUP PTY LTD INTERIM ADJUSTMENT	29/06/2012	722.95
EF065145	24012	GLEN ALAN MCLEOD INTERIM ADJUSTMENT	29/06/2012	551.38
EF065146	24013	ESTATE OF SANTO LANZA INTERIM ADJUSTMENT	29/06/2012	1,377.32
EF065147	24014	LB & LI STIPINOVICH INTERIM ADJUSTMENT	29/06/2012	241.47
EF065148	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	29/06/2012	283,990.75
EF065149	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	29/06/2012	17,581.82
EF065150	10154	AUST TAXATION DEPT PAYROLL DEDUCTIONS	29/06/2012	67,120.00
EF065151	23250	DEPARTMENT OF PLANNING DAP APPLICATIONS & DAP FEES	29/06/2012	5,834.00
024875	13932	ARMAGUARD BANKING SERVICES	6/06/2012	5,453.80
024876	13932	ARMAGUARD BANKING SERVICES	13/06/2012	4,805.90
024877	13981	SOUTH LAKE LEISURE CENTRE PETTY CASH REIMBURSEMENT	13/06/2012	998.15
024878	10244	BUILDING & CONST INDUSTRY TRAINING FUND LEVY PAYMENT	8/06/2012	26,169.79
024879	10589	FINES ENFORCEMENT REGISTRY FINES ENFORCEMENT FEES	8/06/2012	6,966.00
024880	11760	WATER CORPORATION SEWER EASEMENT	8/06/2012	32.60
024881	10047	ALINTA GAS SUPPLIES	8/06/2012	3,074.45
024882	11758	WATER CORP WATER USAGE SUPPLIES	8/06/2012	1,699.35
024883	13932	ARMAGUARD BANKING SERVICES	20/06/2012	3,584.40
024884	23744	WA POLICE - STRATEGIC CRIME PREVENTION DIVISION GRANT ACQUITTAL	25/06/2012	6,882.61
024885	13932	ARMAGUARD BANKING SERVICES	27/06/2012	3,590.15
024886	12257	SENSIS PTY LTD ADVERTISING SERVICES	29/06/2012	520.92
024887	16940	RAC SECURITY SERVICES SECURITY SERVICES	29/06/2012	200.00
024888	17343	RAC BUSINESSWISE MEMBERSHIP SUBSCRIPTION	29/06/2012	7,138.95
024889	17798	WESTERN DIAGNOSTIC PATHOLOGY ANALYTICAL SERVICES	29/06/2012	210.21
024890	18217	METROPOLITAN OMNIBUS COMPANY BUS HIRE	29/06/2012	946.00
024891	19692	CATIA DOLZADELLI ARTWORK - SHOW OFF EXHIBITION	29/06/2012	1,015.00

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024892	21672	MEGA MUSIC AUSTRALIA MUSICAL INSTRUMENTS/SOUND EQUIPMENT	29/06/2012	1,386.00
024893	22680	LEONARD THORN EDUCATIONAL	29/06/2012	600.00
024894	22903	UNIQUE INTERNATIONAL RECOVERIES LLC DEBT COLLECTORS	29/06/2012	537.60
024895	23615	TRU BLU HIRE AUSTRALIA PTY LTD HIRE SERVICES	29/06/2012	188.10
024896	23698	BIKE FORCE SUCCESS BIKES - BIKE ACCESSORIES	29/06/2012	1,084.35
024897	23773	BRITT BANG MIKKELSEN ARTISTIC SERVICES	29/06/2012	500.00
024898	23862	GERALTON REGIONAL LIBRARY LOST ITEM REFUND	29/06/2012	29.55
024899	15476	DEPARTMENT OF HOUSING RATES REFUND	29/06/2012	351.86
024900	20679	OFFICE OF STATE REVENUE RATES REFUND	29/06/2012	358.68
024901	24003	COURTNEY SMITH RATES REFUND	29/06/2012	30.00
024902	24004	ANTHONY AND TERESITA BEEDHAM RATES REFUND	29/06/2012	109.67
024903	24005	FERNANDO TEIXEIRA RATES REFUND	29/06/2012	398.93
024904	24007	CAROLINE & JOHN D ROGAN RATES REFUND	29/06/2012	473.07
024905	24008	OJ & NA PESCU RATES REFUND	29/06/2012	1,503.57
024906	24015	PORT CATHERINE DEVELOPMENT P/L RATES REFUND	29/06/2012	3,645.74
024907	24016	FIVE ISLANDS ENTERPRISES PTY LTD RATES REFUND	29/06/2012	10,855.45
024908	24017	F.V. BULLOCK RATES REFUND	29/06/2012	466.67
024909	24018	W. & A. WILSON RATES REFUND	29/06/2012	846.64
024910	24019	J. E. BOOKER RATES REFUND	29/06/2012	268.61
024911	24020	E, B, STEVENS RATES REFUND	29/06/2012	383.88
024912	24021	VJ. & KL ROBERTS RATES REFUND	29/06/2012	557.00
024913	24022	D. M. BLAASCH RATES REFUND	29/06/2012	623.55
024914	24023	A. & B. STRK RATES REFUND	29/06/2012	632.27
024915	24024	W.R. & R.M. MATO RATES REFUND	29/06/2012	444.09
024916	24025	J. G. MARTIN RATES REFUND	29/06/2012	519.37
024917	24026	BARBARA ZIEMBIENSKI RATES REFUND	29/06/2012	363.72
024918	24027	LV. DHW. PRESTAGE RATES REFUND	29/06/2012	285.79
024919	24028	B. M. SMITH RATES REFUND	29/06/2012	620.21

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024920	24029	JR. & D. FISHER RATES REFUND	29/06/2012	670.95
024921	24032	KENNETH JAMES HICKS RATES REFUND	29/06/2012	413.99
024922	10047	ALINTA GAS SUPPLIES	29/06/2012	154.10
024923	99999	BLUEPRINT HOMES BUILDING PERMIT APPLICATION REFUND	29/06/2012	363.35
024924	99999	BLUEPRINT HOMES BUILDING PERMIT APPLICATION REFUND	29/06/2012	6.60
024925	99999	BLUEPRINT HOMES BUILDING PERMIT APPLICATION REFUND	29/06/2012	161.48
024926	99999	BLUEPRINT HOMES BUILDING PERMIT APPLICATION REFUND	29/06/2012	5.00
024927	99999	BLUEPRINT HOMES BUILDING PERMIT APPLICATION REFUND	29/06/2012	591.92
024928	99999	UNITED VOICE HALL BOND REFUND - JANDAKOT	29/06/2012	500.00
024929	99999	B N J DEVELOPMENTS BOND REFUND - LOT 7000 HAMMOND RD	29/06/2012	31,923.92
024930	99999	YARAN PROPERTY GROUP FENCING BOND REFUND - LOT 410 DURANGO TURN	29/06/2012	13,158.75
024931	99999	J CORPORATION T/AS HOMESTART BOND REFUND - 47 PLANTAGENET CRES	29/06/2012	13.22
024932	99999	MP ROGERS & ASSOCIATES PTY LTD PLANNING APPLICATION REFUND - 9099L MARABOO	29/06/2012	65.29
024933	99999	SHELFORD CONSTRUCTIONS PTY LTD PLANNING APPLICATION REFUND - 72 HAMILTON RD	29/06/2012	179.50
024934	99999	ONE STOP PATIO SHOP BUILDING PERMIT APPLICATION REFUND	29/06/2012	35.50
024935	99999	ONE STOP PATIO SHOP BUILDING PERMIT APPLICATION REFUND	29/06/2012	5.00
024936	99999	ONE STOP PATIO SHOP BUILDING PERMIT APPLICATION REFUND	29/06/2012	90.00
024937	99999	JODY MURPHY PLANNING APPLICATION REFUND - 2/16 HAMMOND RD	29/06/2012	278.00
024938	99999	BEST VALUE PATIOS & SHEDS PLANNING APPLICATION REFUND - 60 SYLVAN CRES	29/06/2012	139.00
024939	99999	RESIDENTIAL BUILDING WA PTY LTD PLANNING APPLICATION REFUND - 45 ARABELLA LP	29/06/2012	1,118.19
024940	99999	DAVID PETKOVICH PATIO APPLICATION REFUND	29/06/2012	417.00
024941	99999	AUSTRALAND DEVELOPMENT APPLICATION REFUND - MEDINA PDE ADD RETENTION HELD NIL LESS PRIOR PERIOD CANCELLED CHEQUES/EFTS	29/06/2012	4,253.91
024746	23662	CHRISTINA KENNINGTON	15/06/2012	-451.62
024838	23744	COMMISSIONER OF POLICE	25/06/2012	-6,256.92
		TOTAL		14,996,872.88
		TOTAL AS PER AP SOURCE 12GLACT9991000		14,996,872.88
		TOTAL AS PER TR SOURCE 12GLACT9991000		14,996,872.88

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		ADDITIONAL DIRECT PAYMENTS		
		BANK FEES		
		MERCHANT FEES COC		920.50
		MERCHANT FEES SLLC		1,051.92
		MERCHANT FEES VARIOUS OUT CENTRES		357.49
		FLEXIPHONE FEE NATIONAL BPAY CHARGE		864.83
		B POINT FEES		-
		RTGS/ACLR FEE		18.40
		NAB TRANSACT FEE		422.86
				3,636.00
		FAMILY DAY CARE AND IN HOME CARE PAYMENTS		
		FDC PAYMENTS		48,123.30
		IHC PAYMENTS		82,037.27
				130,160.57
		PAYROLL TRANSACTIONS		
		COC 01/06/12 CITY OF COCKBURN 042958		8232.75
		COC 05/06/12 CITY OF COCKBURN 042958		662274.04
		COC 05/06/12 CITY OF COCKBURN 042958		518.38
		COC 08/06/12 CITY OF COCKBURN 042958		9040.13
		COC 11/06/12 CITY OF COCKBURN 042958		4997.37
		COC 12/06/12 CITY OF COCKBURN 042958		225371.35
		COC 15/06/12 CITY OF COCKBURN 042958		5509.57
		COC 19/06/12 CITY OF COCKBURN 042958		667919.49
		COC 25/06/12 CITY OF COCKBURN 042958		1274.56
		COC 26/06/12 CITY OF COCKBURN 042958		233248.77
		COC 28/06/12 CITY OF COCKBURN 042958		8255.89
				1,826,642.30
		CREDIT CARD PAYMENTS		
		CBA CREDIT CARD PAYMENT		51,389.62
				51,389.62
		TOTAL PAYMENTS FOR JUNE		17,008,701.37

PAYMENT SUMMARY

CHEQUE PAYMENTS

024875 - 024941

CANCELLED PAYMENTS

024746; 024838

ELECTRONIC FUNDS TRANSFER PAYMENT

EF064413 – EF065151

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 June 2012

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Operating Revenue						
Governance	60,387,641	59,065,035	2%	1,322,606 ✓	59,065,035	56,844,860
Financial Services	558,893	479,750	16%	79,143	479,750	479,750
Information Services	630	3,627	-83%	(2,997)	3,627	3,627
Human Resource Management	202,475	156,709	29%	45,766	156,709	134,605
Library Services	61,986	44,043	41%	17,943	44,043	42,301
Community Services	6,051,601	5,788,170	5%	263,431 ✓	5,788,170	5,584,328
Human Services	6,555,262	6,159,556	6%	395,705 ✓	6,159,556	5,883,809
Development Services	3,005,381	3,453,296	-13%	(447,916) ✗	3,453,296	3,223,671
Planning Services	1,111,566	1,017,172	9%	94,394	1,017,172	961,287
Waste Services	30,454,378	29,636,081	3%	818,297 ✓	29,636,081	27,749,717
Parks & Environmental Services	397,782	493,632	-19%	(95,850)	493,632	21,332
Engineering Services	193,818	220,588	-12%	(26,770)	220,588	190,588
Infrastructure Services	61,700	129,355	-52%	(67,655)	129,355	9,355
	109,043,111	106,647,014	2%	2,396,097	106,647,014	101,129,231
Add: Net Restricted Grants & Contributions	2,063,274	995,683	107%	1,067,591	995,683	-
Add: Developer Contributions	225,349	122,645	84%	102,704	122,645	122,645
Total Operating Revenue	111,331,734	107,765,342	3%	3,566,392	107,765,342	101,251,876
Operating Expenditure						
Governance	(3,419,387)	(3,818,791)	-10%	399,403 ✓	(3,818,791)	(3,710,613)
Financial Services	(3,987,773)	(4,054,288)	-2%	66,515	(4,054,288)	(4,039,410)
Information Services	(3,393,167)	(3,501,405)	-3%	108,239 ✓	(3,501,405)	(3,235,980)
Human Resource Management	(1,962,930)	(2,136,454)	-8%	173,524 ✓	(2,136,454)	(2,128,850)
Library Services	(2,438,110)	(2,503,058)	-3%	64,948	(2,503,058)	(2,492,507)
Community Services	(9,626,494)	(10,071,145)	-4%	444,652 ✓	(10,071,145)	(9,781,640)
Human Services	(7,737,287)	(7,361,404)	5%	(375,883) ✗	(7,361,404)	(7,055,022)
Development Services	(4,159,719)	(4,346,836)	-4%	187,117 ✓	(4,346,836)	(3,998,596)
Planning Services	(1,729,311)	(1,824,929)	-5%	95,618	(1,824,929)	(1,652,398)
Waste Services	(20,116,887)	(20,074,019)	0%	(42,868)	(20,074,019)	(18,825,221)
Parks & Environmental Services	(9,921,719)	(9,955,692)	0%	33,974	(9,955,692)	(9,670,388)
Engineering Services	(6,831,339)	(7,135,038)	-4%	303,698 ✓	(7,135,038)	(7,105,038)
Infrastructure Services	(6,722,647)	(6,780,016)	-1%	57,370	(6,780,016)	(6,563,442)
	(82,046,769)	(83,563,075)	-2%	1,516,307	(83,563,075)	(80,259,105)

OCM 9/8/2012 Item 15.. 2 Attach

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 June 2012

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Less: Net Internal Recharging	3,013,080	3,039,131	-1%	(26,051)	3,039,131	3,452,355
Add: Reverse Impairment Charge - Investments	1,575,000	1,575,000	0%	-	1,575,000	-
Add: Depreciation on Non-Current Assets						
Computer & Electronic Equip	(359,844)	(310,480)	16%	(49,365)	(310,480)	(310,480)
Furniture & Equipment	(192,277)	(184,024)	4%	(8,253)	(184,024)	(184,024)
Plant & Machinery	(2,588,569)	(2,358,832)	10%	(229,737) X	(2,358,832)	(2,354,432)
Buildings	(3,078,764)	(3,007,448)	2%	(71,317)	(3,007,448)	(3,007,448)
Roads	(10,729,539)	(10,809,079)	-1%	79,539	(10,809,079)	(8,933,610)
Drainage	(2,470,854)	(2,597,754)	-5%	126,900 ✓	(2,597,754)	(2,597,754)
Footpaths	(891,314)	(893,113)	0%	1,799	(893,113)	(893,113)
Parks Equipment	(1,655,800)	(1,480,949)	12%	(174,851) X	(1,480,949)	(1,480,949)
	(21,966,962)	(21,641,679)	2%	(325,283)	(21,641,679)	(19,761,810)
Total Operating Expenditure	(99,425,650)	(100,590,623)	-1%	1,164,973	(100,590,623)	(96,568,561)
Change in Net Assets Resulting from Operations	11,906,084	7,174,719	66%	4,731,365	7,174,719	4,683,316
Non-Operating Activities						
Profit/(Loss) on Assets Disposal						
Plant & Machinery	364,965	24,246	1405%	340,719 ✓	24,246	(262,567)
Freehold Land	6,681,182	16,996,228	-61%	(10,315,046) X	16,996,228	1,589,090
Furniture & Office Equipment	(5,217)	-	0%	(5,217)	-	-
Buildings	-	-	0%	-	-	-
	7,040,930	17,020,474	-59%	(9,979,544)	17,020,474	1,326,523
Less: Underground Power Infrastructure Contribution	(1,823,373)	(1,821,485)	0%	(1,888)	(1,821,485)	(1,680,000)
Asset Acquisitions						
Land and Buildings	(13,670,301)	(21,999,950)	-38%	8,329,649 ✓	(21,999,950)	(25,494,334)
Infrastructure Assets	(22,773,828)	(30,018,326)	-24%	7,244,498 ✓	(30,018,326)	(15,139,696)
Plant and Machinery	(4,662,184)	(6,909,217)	-33%	2,247,032 ✓	(6,909,217)	(4,166,000)
Furniture and Equipment	(16,244)	(21,510)	-24%	5,266	(21,510)	(10,000)
Computer Equipment	(146,849)	(1,801,494)	-92%	1,654,646 ✓	(1,801,494)	(1,522,858)
Note 1.	(41,269,405)	(60,750,497)	-32%	19,481,091	(60,750,497)	(46,332,888)
Add: Transfer to Reserves	(36,296,780)	(48,039,052)	-24%	11,742,272 ✓	(48,039,052)	(21,152,573)
	(60,442,545)	(86,415,841)	-30%	25,973,296	(86,415,841)	(63,155,622)

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 30 June 2012

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget		Revised Budget	Adopted Budget
	\$	\$	%	\$		\$	\$
Add Funding from							
Grants & Contributions - Asset Development	8,828,942	10,892,658	-19%	(2,063,715) X		10,892,658	6,228,264
Less: held in restricted funds from prior years	(919,162)	(2,144,839)	-57%	1,225,676 ✓		(2,144,839)	(40,000)
Proceeds on Sale of Assets	7,570,652	21,806,291	-65%	(14,235,638) X		21,806,291	6,112,340
Reserves	25,864,940	40,268,198	-36%	(14,403,258) X		40,268,198	22,909,732
Loan Funds Raised	-	-	0%	-		-	9,500,000
Contributed Developer Assets	-	-	0%	-		-	-
	(19,097,173)	(15,593,533)	22%	(3,503,640)		(15,593,533)	(18,445,286)
 Less: Transfer from Reserves - Impaired Investments	(1,575,000)	(1,575,000)	0%	-		(1,575,000)	-
 Non-Cash/Non-Current Item Adjustments							
Depreciation on Assets	21,966,962	21,641,679	2%	325,283 ✓		21,641,679	19,761,810
Profit/(Loss) on Assets Disposal	(7,040,930)	(17,020,474)	-59%	9,979,544 ✓		(17,020,474)	(1,326,523)
Non-Current Accrued Debtors	(40,488)	-	0%	(40,488)		-	-
Non-Current Leave Provisions	300,586	-	0%	300,586 ✓		-	-
Net Change in Restricted/Committed Cash	(228,068)	1,149,156	-120%	(1,377,224) X		1,149,156	40,000
Deferred Pensioners Adjustment	-	-	0%	-		-	-
	(5,714,111)	(11,398,172)	-50%	5,684,061		(11,398,172.29)	30,001
 Opening Funds	12,101,318	12,112,479	0%	(11,162)		12,112,479	-
Closing Funds	Note 2, 3. 6,387,207	714,305	794%	5,672,902		714,306	30,000
	-	-		-		-	-

Notes to Statement of Financial Activity

Note 1.

Additional information on the capital works program including committed orders at end of month:

	Actuals	Commitments at Month End	Commitments & Actuals YTD	YTD Revised Budget	Full Year Revised Budget	Uncommitted at Month End
	\$	\$			\$	\$
Assets Classification						
Land and Buildings	(13,670,301)	(13,830,178)	(27,500,478)	(21,999,950)	(21,999,950)	(5,500,529)
Infrastructure Assets	(22,773,828)	(8,388,177)	(31,162,005)	(30,018,326)	(30,018,326)	(1,143,679)
Plant and Machinery	(4,662,184)	(2,517,697)	(7,179,881)	(6,909,217)	(6,909,217)	(270,664)
Furniture and Equipment	(16,244)	(7,352)	(23,596)	(21,510)	(21,510)	(2,086)
Computer Equipment	(146,849)	(651,049)	(797,898)	(1,801,494)	(1,801,494)	1,003,596
	(41,269,405)	(25,394,453)	(66,663,859)	(60,750,497)	(60,750,497)	(5,913,362)

Note 2.

Closing Funds in the Financial Activity Statement are represented by:

	Actuals	YTD Revised Budget	Full Year Revised Budget	Adopted Budget
	\$	\$	\$	\$
Current Assets				
Cash & Investments	75,964,663	65,283,019	65,283,019	46,918,494
Rates Outstanding	1,155,492	(0)	(0)	(0)
Rubbish Charges Outstanding	232,587	125,168	125,168	-
Sundry Debtors	6,461,929	6,209,619	6,209,619	0
GST Receivable	28,260	(10,872)	(10,872)	-
Prepayments	310,033	321,611	321,611	-
Accrued Debtors	749,497	883,100	883,100	-
Stock on Hand	41,804	49,662	49,662	-
	84,944,265	72,861,306	72,861,306	46,918,494
Current Liabilities				
Creditors	(11,344,983)	(3,492,247)	(3,492,247)	0
Income Received in Advance	(613,054)	(508,872)	(508,872)	-
GST Payable	-	24,077	24,077	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(2,535,512)	(2,337,886)	(2,337,886)	-
Provision for Long Service Leave	(1,750,150)	(1,750,150)	(1,750,150)	-
	(16,243,699)	(8,065,078)	(8,065,078)	0
Net Current Assets	68,700,566	64,796,228	64,796,228	46,918,494
Add: Non Current Investments	7,956,474	-	-	-
	76,657,040	64,796,228	64,796,228	46,918,494
Less: Restricted/Committed Assets				
Cash Backed Reserves #	(61,850,503)	(59,324,517)	(59,324,517)	(40,928,495)
Deposits & Bonds Liability *	(2,904,509)	(2,406,562)	(2,406,562)	(2,500,000)
Grants & Contributions Unspent *	(5,514,822)	(2,350,844)	(2,350,843)	(3,459,999)
	6,387,207	714,305	714,306	30,000
Closing Funds (as per Financial Activity Statement)	6,387,207	714,305	714,306	30,000

See attached Reserve Fund Statement

* See attached Restricted Funds Analysis

Note 3.

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

Ledger	Project/ Activity	Description	Council Resolution	Classification	Non Change - (Non Cash Items) Adjust.	Increase in Available Cash	Decrease in Available Cash	Amended budget Running Balance
					\$	\$	\$	\$
		Budget Adoption		Closing Funds Surplus(Deficit)				30,000
GL	105	Increase in Financial Assistant Grants	-	Operating Revenue		96,002		126,002
CW	2039	Reduction in Road Design expenditure due to ABC adjustments to Assets Services and GIS salaries	-	Operating Expenditure		10,327		136,329
GL	200	Reimbursement of Health staff salaries from Naval Base Reserve	-	Operating Expenditure		5,563		141,891
OP	9589	Balancing Private Lesson Activity project to include both income and expenditure	-	Operating Expenditure			8,500	133,391
GL	323	Receive more lease revenue	-	Operating Revenue		7,410		140,801
OP	9353	Budget is no longer required	-	Operating Expenditure		15,000		155,801
Various		Mid-Year Budget Review movements	4709 OCM09/02/12			216,905		372,706
GL	475	New lease revenue	-	Operating Revenue		7,200		379,906
OP	9408	Error in adopted budget	-	Operating Expenditure		6,000		385,906
PL	5421	Depreciation allocation for Mayor's vehicle	4709 OCM09/02/12			4,400		390,306
OP	9114	Budget is no longer required	-	Operating Expenditure		3,000		393,306
GL	323	Signage error		Operating Income		11,000		404,306
OP	8574	Eliminate loan funding from Underground Power		Operating Expenditure		280,000		684,306
OP	9768	LGIS bonus pool		Operating Income		30,000		714,306
				Closing Funds Surplus (Deficit)	0	692,806	8,500	714,306

Statement of Comprehensive Income *by Nature and Type*

for the period ended 30 June 2012

		Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
		\$	\$	\$	\$	\$	\$
OPERATING REVENUE							
01 Rates		50,802,085	50,201,341	600,744	50,802,085	50,201,341	49,291,816
05 Fees and Charges	Note 1	42,700,999	41,700,247	1,000,752	42,700,999	41,700,247	39,598,773
10 Grants and Subsidies		10,528,642	9,618,544	910,098	10,528,642	9,618,544	7,233,689
15 Contributions, Donations and Reimbursements		1,412,114	567,339	844,775	1,412,114	567,339	426,573
20 Interest Earnings		5,969,921	5,672,478	297,443	5,969,921	5,672,478	4,672,478
25 Other revenue and Income		(82,027)	5,394	(87,420)	(82,027)	5,394	28,548
Total Operating Revenue		111,331,734	107,765,342	3,566,392	111,331,734	107,765,342	101,251,876
OPERATING EXPENDITURE							
50 Employee Costs - Salaries & Direct Oncosts	Note 2	(35,679,666)	(35,239,618)	(440,048)	(35,679,666)	(35,239,618)	(35,005,932)
51 Employee Costs - Indirect Oncosts		(1,193,056)	(1,166,207)	(26,849)	(1,193,056)	(1,166,207)	(1,134,290)
55 Materials and Contracts	Note 3	(30,661,939)	(31,794,806)	1,132,867	(30,661,939)	(31,794,806)	(31,444,256)
65 Utilities		(3,415,822)	(4,080,049)	664,227	(3,415,822)	(4,080,049)	(4,027,549)
70 Interest Expenses		-	-	-	-	-	-
75 Insurances		(1,726,128)	(1,709,878)	(16,250)	(1,726,128)	(1,709,878)	(1,669,000)
80 Other Expenses		(7,795,157)	(7,997,518)	202,361	(7,795,157)	(7,997,518)	(6,978,078)
85 Depreciation on Non Current Assets		(21,966,962)	(21,641,679)	(325,283)	(21,966,962)	(21,641,679)	(19,761,810)
96 Internal Recharging (Unbalanced)		-	11,754	(11,754)	(10,327)	1,428	424,978
Add Back: Indirect Costs Allocated to Capital Works		3,013,080	3,027,377	(14,297)	3,023,407	3,037,704	3,027,377
Total Operating Expenditure		(99,425,650)	(100,590,623)	1,164,973	(99,425,650)	(100,590,623)	(96,568,561)
CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES							
		11,906,084	7,174,719	4,731,365	11,906,084	7,174,719	4,683,316
NON-OPERATING ACTIVITIES							
11 Capital Grants & Subsidies		6,504,614	8,308,535	(1,803,921)	6,504,614	8,308,535	3,549,764
16 Contributions - Asset Development		2,324,329	2,584,123	(259,794)	2,324,329	2,584,123	2,678,500
95 Profit/(Loss) on Sale of Assets		7,040,930	17,020,474	(9,979,544)	7,040,930	17,020,474	1,326,523
57 Acquisition of Crown Land for Roads		-	-	-	-	-	-
58 Underground Power Scheme		(1,823,373)	(1,821,485)	(1,888)	(1,823,373)	(1,821,485)	(1,680,000)
Total Non-Operating Activities		14,046,499	26,091,646	(12,045,147)	14,046,499	26,091,646	5,874,787
NET RESULT							
		25,952,583	33,266,366	(7,313,783)	25,952,583	33,266,366	10,558,103

Notes to Statement of Comprehensive Income

Note 1.

Additional information on main sources of revenue in fees & charges.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
<u>Community Services:</u>				
Recreational Services	559,467	462,655	462,655	462,655
South Lake Leisure Centre	2,586,266	2,634,020	2,634,020	2,598,953
Law and Public Safety	2,351,002	2,207,000	2,207,000	2,148,950
	5,496,736	5,303,675	5,303,675	5,210,558
<u>Waste Services:</u>				
Waste Collection Services	14,510,108	14,435,000	14,435,000	14,235,000
Waste Disposal Services	15,903,437	15,133,000	15,133,000	13,465,000
	30,413,546	29,568,000	29,568,000	27,700,000
	35,910,281	34,871,675	34,871,675	32,910,558

Note 2.

Additional information on Salaries and Direct On-Costs by each Division.

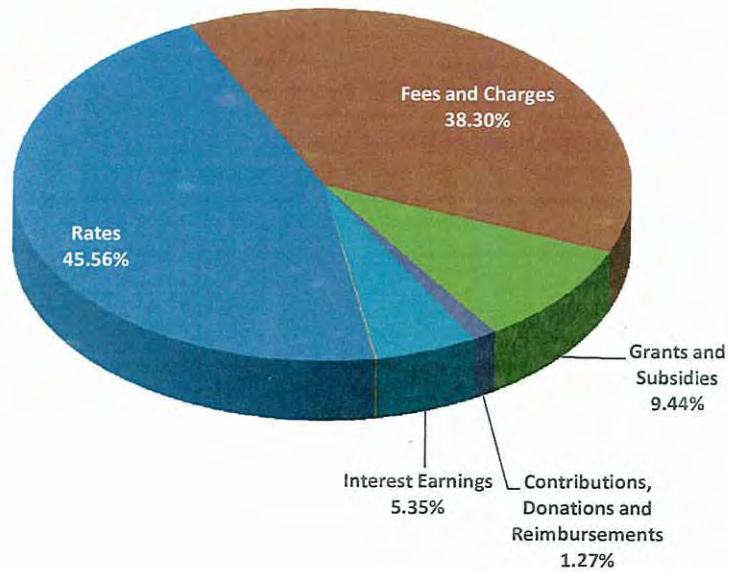
	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Division	(1,717,829)	(1,606,104)	(1,606,104)	(1,606,104)
Finance & Corporate Services Division	(4,958,179)	(4,723,508)	(4,723,508)	(4,575,282)
Community Services Division	(11,011,143)	(10,852,927)	(10,852,927)	(10,709,004)
Planning & Development Division	(4,467,680)	(4,338,321)	(4,338,321)	(4,225,259)
Engineering & Works Division	(13,524,835)	(13,718,758)	(13,718,758)	(13,890,284)
	(35,679,666)	(35,239,618)	(35,239,618)	(35,005,932)

Note 3

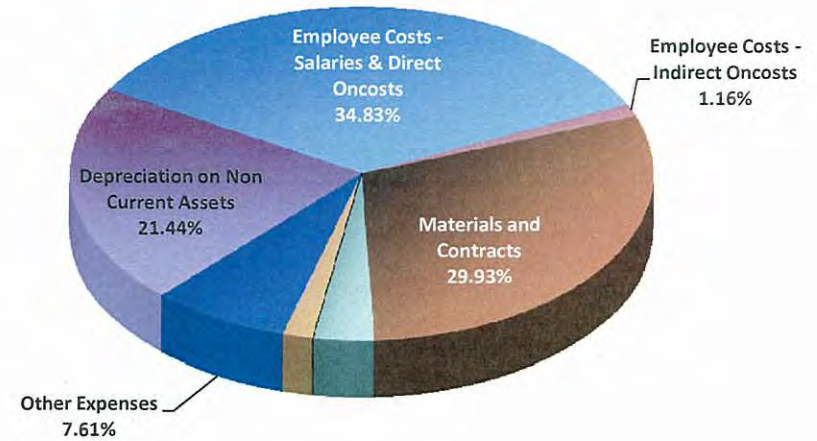
Additional information on Materials and Contracts by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Division	(1,218,150)	(1,653,853)	(1,653,853)	(1,783,176)
Finance & Corporate Services Division	(1,932,761)	(2,629,737)	(2,629,737)	(2,550,338)
Community Services Division	(7,101,726)	(7,062,686)	(7,062,686)	(6,643,685)
Planning & Development Division	(1,323,446)	(1,722,960)	(1,722,960)	(1,316,082)
Engineering & Works Division	(19,085,856)	(18,725,570)	(18,725,570)	(19,150,975)
	(30,661,939)	(31,794,806)	(31,794,806)	(31,444,256)

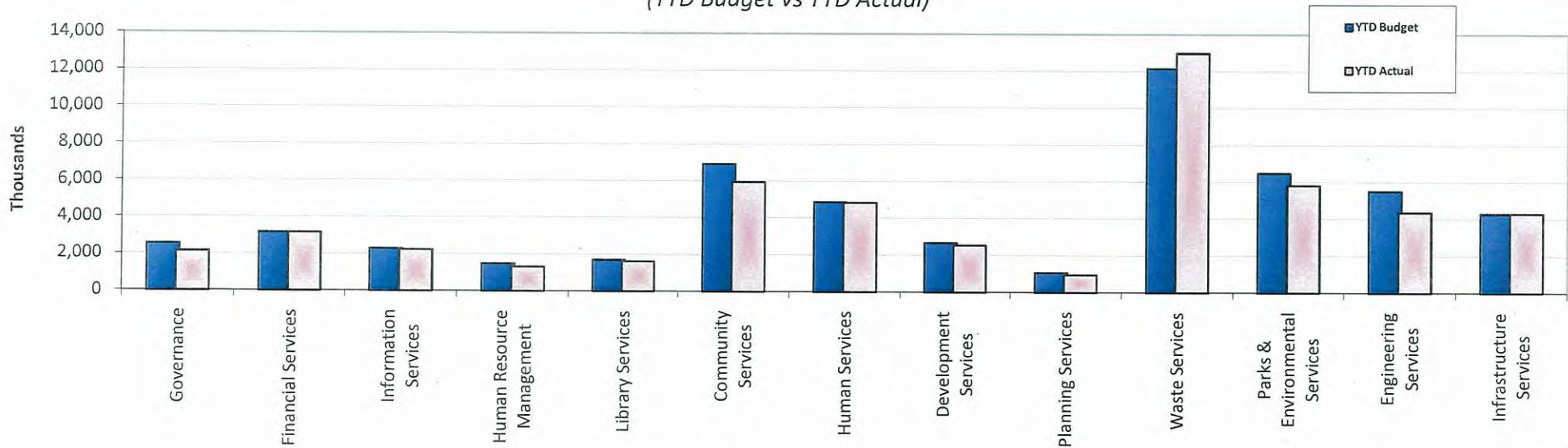
Operating Income by Nature and Type
(YTD Actual)



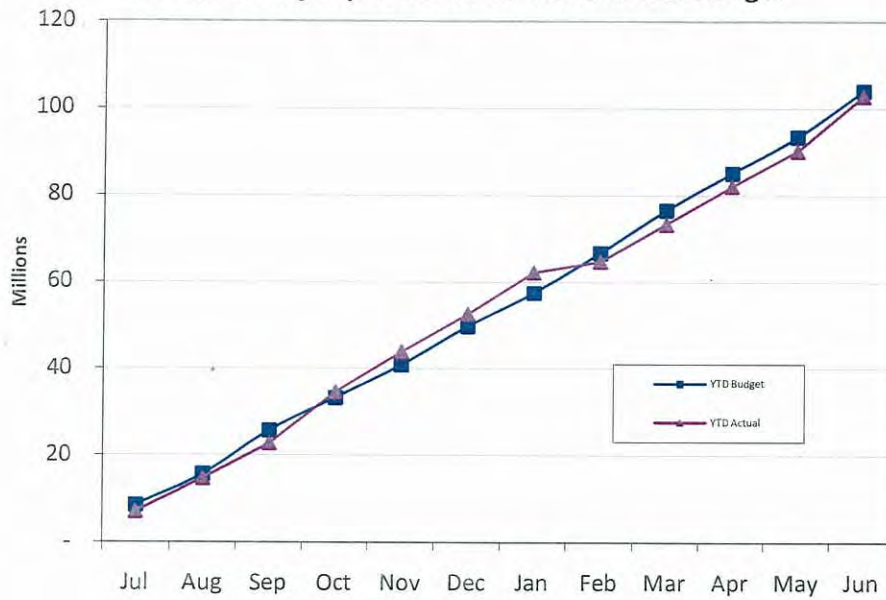
Operating Expenditure by Nature and Type
(YTD Actual)



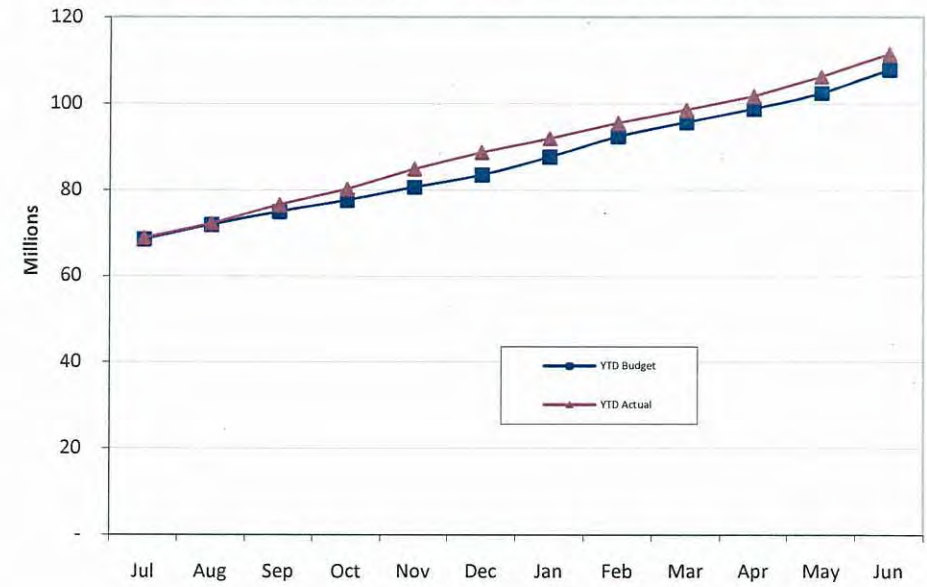
Operating Expenditure by Business Unit
(YTD Budget vs YTD Actual)



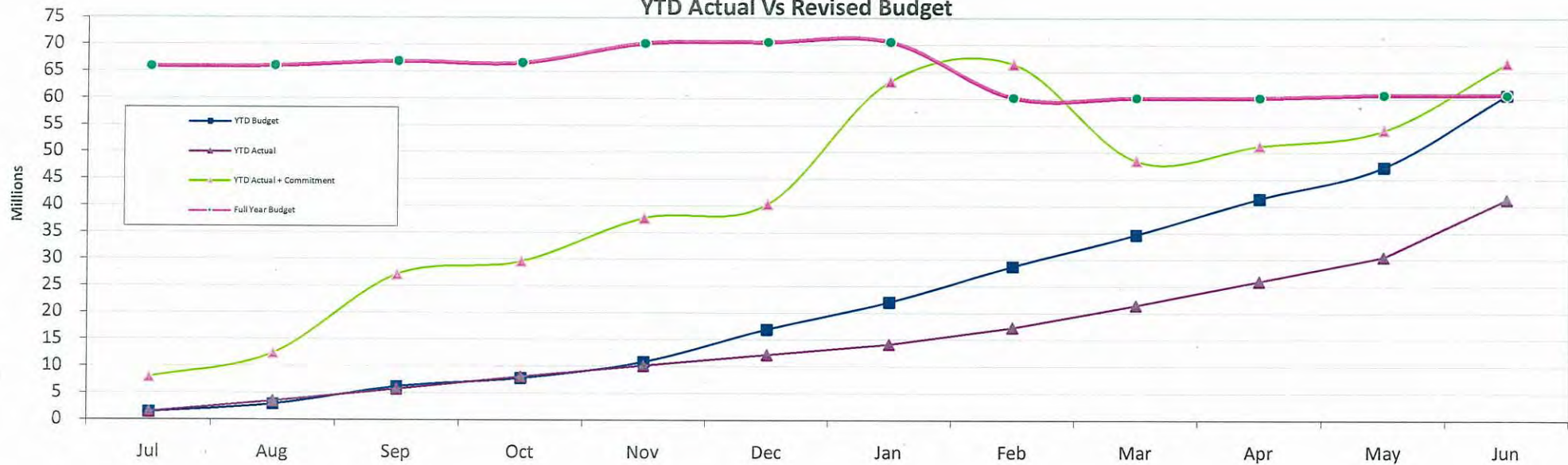
YTD Operating Expenditure Vs YTD Revised Budget



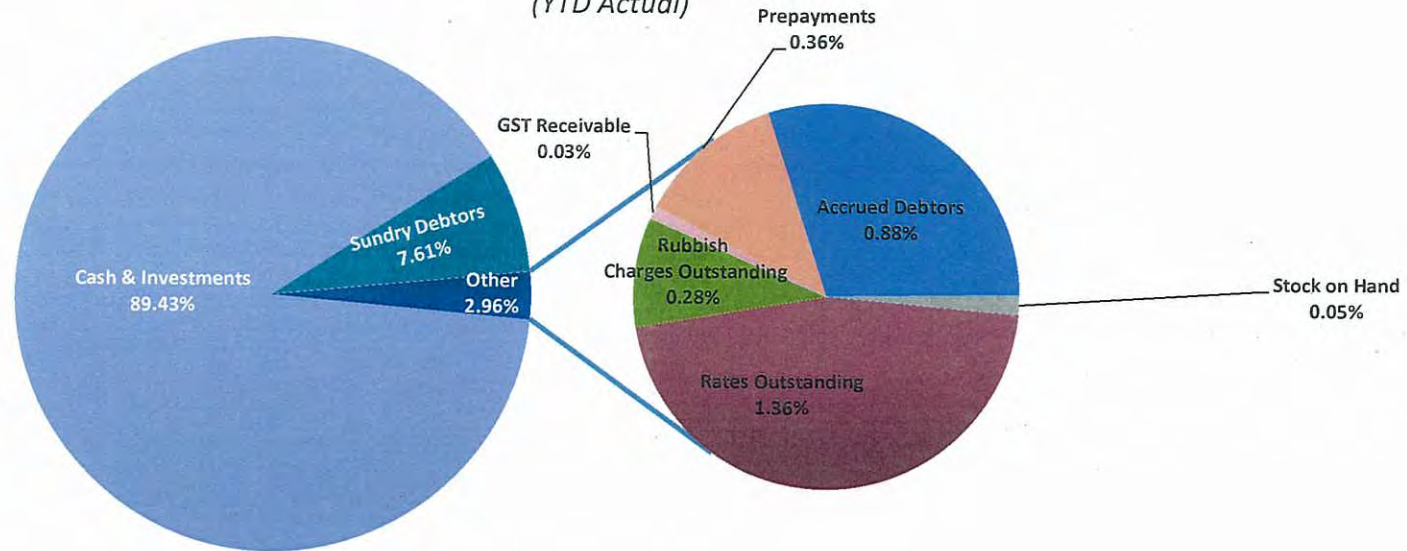
YTD Operating Income Vs YTD Revised Budget



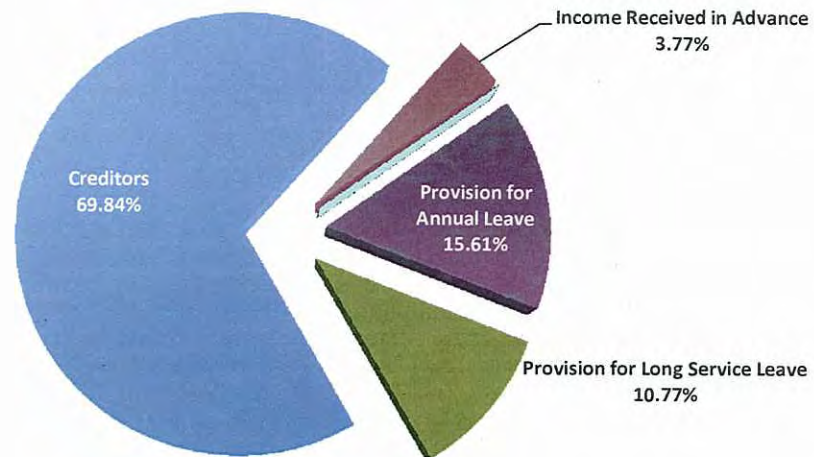
Capital Expenditure
YTD Actual Vs Revised Budget



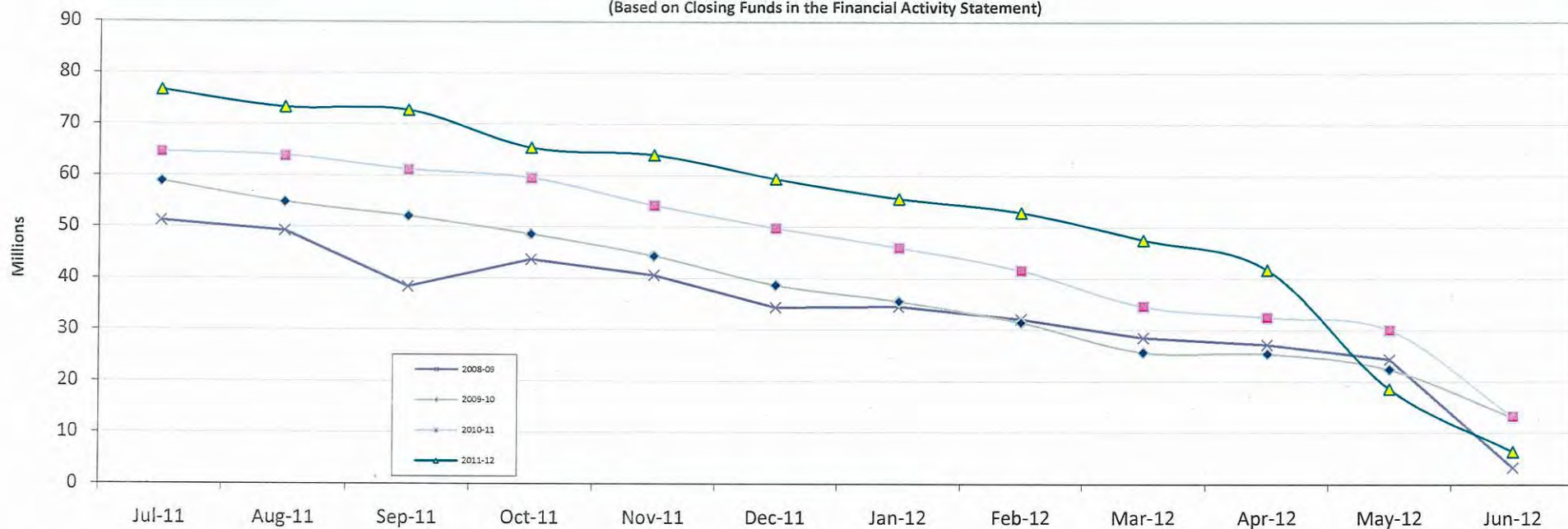
Current Assets (YTD Actual)



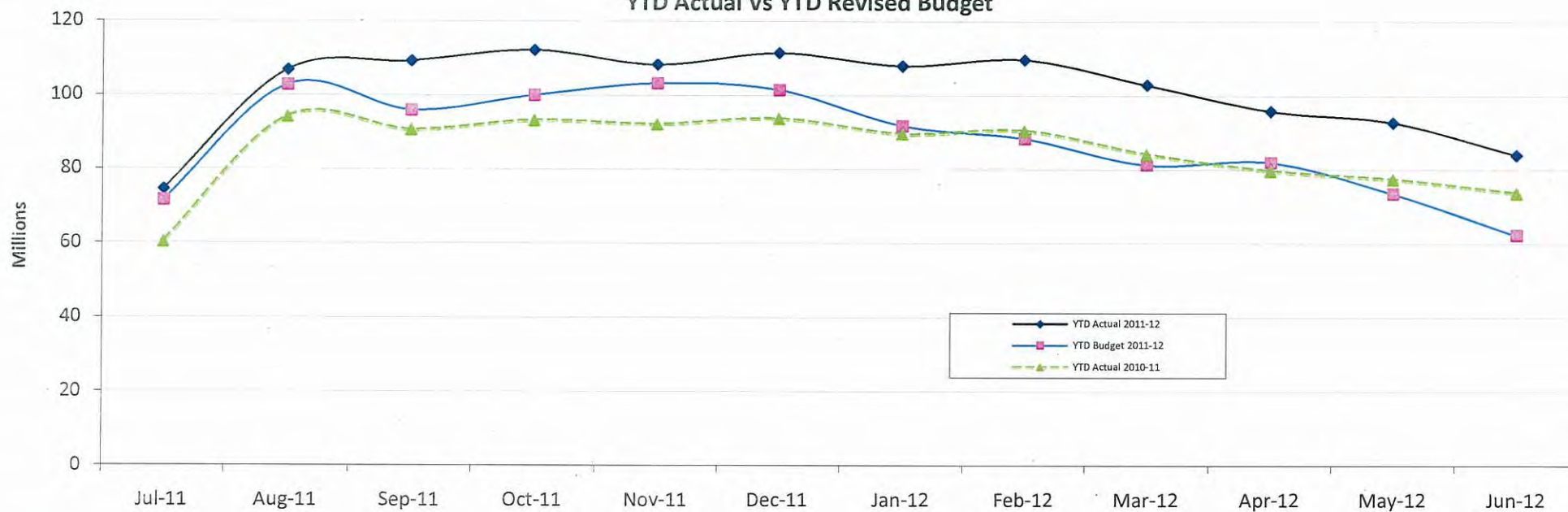
Current Liabilities (YTD Actual)



Municipal Liquidity Over the Year
(Based on Closing Funds in the Financial Activity Statement)



Cash & Investments Positions
YTD Actual Vs YTD Revised Budget



City of Cockburn - Reserve Funds

Financial Statement for Period Ending 30 June 2012

Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Council Funded										
Bibra Lake Management Plan Reserve	-	-	-	10,486	1,586,286	1,586,286	-	-	1,586,286	1,596,772
Bibra Lake Nutrient Managment	258,669	258,669	13,590	12,255	25,000	25,000	-	-	297,259	295,924
Community Infrastructure	5,095,663	5,095,663	256,875	251,687	10,212,966	11,536,986	(6,672,827)	(4,905,819)	8,892,677	11,978,516
Community Surveillance Levy Reserve	555,556	555,556	29,641	26,023	-	94,473	(299,600)	-	285,597	676,052
Contaminated Sites	1,227,852	1,227,852	64,607	56,636	300,000	300,000	(200,000)	(214,999)	1,392,459	1,369,489
DCD Redundancies Reserve	2,697	2,697	-	127	-	-	-	-	2,697	2,824
Environmental Offset Reserve	-	-	-	3,487	633,000	633,000	-	-	633,000	636,487
Green House Emissions Reductions	315,955	315,955	12,610	14,940	200,000	200,000	(35,000)	(35,000)	493,565	495,895
Information Technology	767,035	767,035	41,377	36,171	50,000	50,000	(783,000)	(26,300)	75,412	826,906
Land Development & Investment Fund Reserve	7,814,942	7,814,942	216,487	353,860	19,179,942	5,143,080	(6,634,530)	(5,168,382)	20,576,841	8,143,499
Major Buildings Refurbishment	898,317	898,317	29,340	31,818	500,000	500,000	(605,842)	(553,013)	821,815	877,121
Mobile Rubbish Bins	482,477	482,477	35,409	20,034	-	-	(160,000)	(156,040)	357,886	346,472
Municipal Elections	295,802	295,802	12,803	14,186	90,000	90,000	(155,000)	-	243,605	399,988
Naval Base Shacks	556,293	556,293	20,480	15,721	127,340	127,340	(55,563)	(27,942)	648,550	671,412
Plant & Vehicle Replacement	1,951,483	1,951,483	120,333	82,886	2,354,000	2,354,000	(2,757,499)	(1,761,319)	1,668,317	2,627,050
Port Coogee Special Maintenance Reserve	495,543	495,543	24,161	23,818	169,928	169,928	-	-	689,632	689,289
Roads & Drainage Infrastructure	3,044,358	3,044,358	116,815	125,755	1,000,000	1,000,000	(2,373,892)	(1,224,972)	1,787,281	2,945,141
Staff Payments & Entitlements	1,435,656	1,435,656	172,025	139,146	100,000	100,000	1,425,000	1,468,000	3,132,681	3,142,801
Waste & Recycling	11,510,359	11,510,359	509,197	484,404	6,088,195	5,585,550	(11,124,941)	(7,652,493)	6,982,810	9,927,820
Waste Collection Levy	44,560	44,560	23,440	2,186	200,000	200,000	-	(246,746)	268,000	(0)
Workers Compensation	318,633	318,633	18,114	15,002	-	94,062	(40,878)	(40,878)	295,869	386,820
POS Cash in Lieu (Restricted Funds)	2,853,180	2,853,180	162,204	134,400	-	916,044	(480,000)	-	2,535,384	3,903,624
	39,925,029	39,925,029	1,879,508	1,855,028	42,816,657	30,705,749	(30,953,571)	(20,545,903)	53,667,623	51,939,903
Grant Funded										
Aged & Disabled Vehicle Expenses	298,980	298,980	-	13,404	60,352	60,352	(17,182)	(17,182)	342,150	355,554
Cockburn Super Clinic Reserve	4,592,885	4,592,885	129,311	213,758	-	-	(3,230,000)	(985,044)	1,492,196	3,821,599
Family Day Care Accumulation Fund	37,658	37,658	5,000	1,774	-	-	-	-	42,658	39,432
Naval Base Shack Removal Reserve	106,800	106,800	1,309	5,332	107,400	107,400	-	-	215,509	219,532
UNDERGROUND POWER (Coolbellup East) SAR	-	-	-	(557)	786,845	786,845	(786,485)	(786,485)	360	(197)
Welfare Projects Employee Entitlements	455,454	455,454	26,519	20,528	-	-	(92,898)	(37,992)	389,075	437,990
	5,491,777	5,491,777	162,139	254,239	954,597	954,597	(4,126,565)	(1,826,703)	2,481,949	4,873,910
Development Cont. Plans										
Aubin Grove DCA	722,609	722,609	20,975	33,799	5,000	-	(650,200)	(650,921)	98,384	105,487
Community Infrastructure DCA 13	-	-	1,906	16,146	19,250	1,828,483	(321,000)	(601,319)	(299,844)	1,243,309
Gaebler Rd Development Cont. Plans	88,891	88,891	4,800	3,948	320,000	-	(15,200)	(16,247)	398,491	76,591
Hammond Park DCA	(4,380)	(4,380)	-	(168)	-	-	-	-	(4,380)	(4,548)
Munster Development	352,162	352,162	8,250	20,637	-	307,244	(10,550)	(11,271)	349,862	668,771
Muriel Court Development Contribution	-	-	-	(764)	1,577,350	2,680	-	(22,650)	1,577,350	(20,734)
Solomon Road DCA	-	-	-	-	50,000	-	-	-	50,000	-
Success Lakes Development	2,444,709	2,444,709	64,000	112,292	-	-	(2,455,461)	(575,182)	53,248	1,981,819
Success Nth Development Cont. Plans	576,206	576,206	10,350	26,871	-	-	(8,950)	(9,671)	577,606	593,406

Thomas St Development Cont. Plans	10,891	10,891	-	513	-	-	-	-	10,891	11,404
Yangebup East Development Cont. Plans	17,649	17,649	3,870	931	50,000	123,790	(8,350)	(20,999)	63,169	121,371
Yangebup West Development Cont. Plans	218,119	218,119	10,400	11,144	80,000	39,622	(8,350)	(9,071)	300,169	259,813
	4,426,856	4,426,856	124,551	225,349	2,101,600	2,301,819	(3,478,061)	(1,917,334)	3,174,946	5,036,690
<i>Total Reserves</i>	49,843,662	49,843,662	2,166,198	2,334,616	45,872,854	33,962,165	(38,558,198)	(24,289,940)	59,324,517	61,850,503

Variance Analysis						
Municipal Financial Activity Statement for the period ended 30 June 2012						
	YTD Actuals	YTD Revised Budget	Full Year Revised Budget	YTD Variance	✓ = Favourable ✗ = Unfavourable	Jun-12
	\$	\$	\$	\$		
OPERATING REVENUE						
Governance	60,387,641	59,065,035	59,065,035	1,322,606	✓	Rate revenue is \$758k over ytd budget. GST refunded from the ATO for prior year land sales under the margin scheme contributed \$437k . Interest earnings are \$132k over budget.
Community Services	6,051,601	5,788,170	5,788,170	263,431	✓	Security Service Charges received from CoSafe is \$121k more than budget.
Human Services	6,555,262	6,159,556	6,159,556	395,705	✓	Family Day Care and In-Home Care subsidies are \$311k and \$354k over budget respectively.
Development Services	3,005,381	3,453,296	3,453,296	(447,916)	✗	Building Licences fees received are under budget by \$249k . Health Services project income is down \$193k as it was unspent and transferred to restricted funds.
Waste Services	30,454,378	29,636,081	29,636,081	818,297	✓	Landfill fees received are \$820k over budget.
OPERATING EXPENDITURE						
Governance	3,419,387	3,818,791	3,818,791	399,403	✓	Council Functions/Receptions are \$175k under budget.
Information Services	3,393,167	3,501,405	3,501,405	108,239	✓	Expenditure in Information Technology is \$130k under budget.
Human Resource Management	1,962,930	2,136,454	2,136,454	173,524	✓	Expenditure in Human Resource operational projects is underspent by \$221k .
Community Services	9,626,494	10,071,145	10,071,145	444,652	✓	Council's donations are \$132K under budget. Expenditure in SLLC overheads is underspent by \$129k .
Human Services	7,737,287	7,361,404	7,361,404	(375,883)	✗	Caregiver payments for Family day care and In-home care subsidies are \$321k and \$364k over budget respectively.
Development Services	4,159,719	4,346,836	4,346,836	187,117	✓	Expenditure in Health Services operational projects is underspent by \$159k . Program costs of healthy communities grant are \$106k under budget. However, the expenditure in building control salaries is overspent by \$132k .
Waste Services	20,116,887	20,074,019	20,074,019	(42,868)		Waste Collection expenses were \$384k over budget for the year, impacted by the extra cost for recycables disposal. Waste Disposal costs came in \$341k under budget for the year.
Engineering Services	6,831,339	7,135,038	7,135,038	303,698	✓	Power expenditure in Street Lighting operating project is underspent by \$401k due to an audit and review of charges.
Infrastructure Services	6,722,647	6,780,016	6,780,016	57,370		Expenditure in asset management service is underspent by \$173k and plant maintenance was overspent \$148k respectively.
ADDITIONAL FUNDING RECEIVED						
Grants & Contributions - Asset Development	8,828,942	10,892,658	10,892,658	(2,063,715)	✗	Roads to Recovery (\$800k), Regional Road Project (\$428k), MRD black spot program (\$186k) and Bike network (\$120k) grants received are under ytd budget. Developer contributions for \$128k not yet received.
Proceeds on Sale of Assets	7,570,652	21,806,291	21,806,291	(14,235,638)	✗	Lot183 Southwell Cres and Lot18 Grandpre Cres have been sold ahead of its ytd budget by \$510k , Lot9001 Ivankovich Ave Bibra Lake, Lot4219 Quarimor Dr Bibra Lake, Lot237 Dacre Court, Lot702 Bellier Plc & Lot65 Erpingham Rd, sub div Lot485 & 489 Bourbon St, Lot61 Gumina plc are not yet sold for \$14.6m .



Local Government Act 1995

IN THE MATTER OF:

Minister for Local Government
-and-
City of Cockburn

Applicant

Respondent

Matter Number: DR 131 2012
Application Lodged: 20 April 2012

ORDER

By consent of the parties, it is on 29 June 2012 ordered that:

1. The general rate imposed by the City of Cockburn upon rateable land within its district to be rated on gross rental value for the 2011-2012 financial year pursuant to s 6.32(1) of the *Local Government Act 1995* (WA) is quashed pursuant to s 6.82 of that Act.
2. The specified area rates imposed by the City of Cockburn upon rateable land within a portion of its district for 'Port Coogee Mtc.' and 'Underground Power' for the 2011-2012 financial year pursuant to s 6.37 of the *Local Government Act* are quashed pursuant to s 6.82 of that Act.
3. There is no order as to costs.

Senior Member Peter McNab



I certify the foregoing to be a true
and correct copy of the original

State Administrative Tribunal
Date: 16.7.12

Received Time 16. Jul. 8:58

Print Time 16. Jul. 8:59

Statement of Comprehensive Income (Amended)

BY PROGRAM

Adopted Budget for the Year Ending 30 June 2012

	Notes	Budget 2011/12 \$	Budget 2010/11 \$	Actual May 11 \$
OPERATING REVENUES				
General Purpose Funding		57,209,610	51,408,286	53,485,002
Governance		119,997	188,082	94,891
Law Order & Public Safety		2,363,641	2,195,276	2,270,702
Health		412,108	163,913	200,384
Education & Welfare		5,875,171	5,527,799	5,525,868
Community Amenities		29,150,085	25,084,282	27,128,017
Recreation & Culture		3,278,239	2,868,121	3,089,809
Transport		185,332	182,260	191,859
Economic Services		2,155,036	1,932,476	1,970,195
Other Property & Services		502,656	363,178	719,537
Total Operating Revenue		101,251,876	89,913,673	94,676,265
OPERATING EXPENSES				
General Purpose Funding		(467,814)	(1,294,246)	(999,383)
Governance		(7,674,818)	(6,749,115)	(4,904,321)
Law Order & Public Safety		(3,912,120)	(3,576,350)	(3,172,740)
Health		(2,091,635)	(1,766,099)	(1,390,392)
Education & Welfare		(10,162,600)	(9,167,066)	(8,210,486)
Community Amenities		(27,274,970)	(25,179,663)	(23,598,711)
Recreation & Culture		(19,953,892)	(18,864,007)	(16,824,508)
Transport		(21,264,906)	(19,757,425)	(17,314,670)
Economic Services		(2,049,282)	(1,793,909)	(1,577,927)
Other Property & Services		(1,716,524)	(918,905)	(3,079,500)
Total Operating Expenditure		(96,568,561)	(89,066,785)	(81,072,638)
Change in Net Assets Resulting from Operating Activities		4,683,316	846,888	13,603,627
NON-OPERATING REVENUES				
Grants/Contributions/Gifted Assets				
Law Order & Public Safety		65,000	-	389,385
Community Amenities		17,500	-	-
Recreation & Culture		1,926,000	3,050,000	1,047,377
Transport		1,979,764	6,325,040	4,286,917
Other Property & Services		2,200,000	1,054,500	848,491
		6,188,264	10,429,540	6,572,170
Profit/(loss) on Disposal of Assets				
Education & Welfare		-	7,269	9,120
Recreation & Culture		-	-	(44,329)
Transport		(189,827)	147,546	273,377
Other Property & Services		1,516,350	914,638	920,492
		1,326,523	1,069,453	1,158,661
NON-OPERATING EXPENSES				
Underground Power Costs		(1,680,000)	(350,000)	-
Net Result		10,518,103	11,995,881	21,334,457
Other Comprehensive Income		-	-	-
TOTAL COMPREHENSIVE INCOME		10,518,103	11,995,881	21,334,457

This statement should be read in conjunction with the accompanying notes.

Statement of Comprehensive Income (Amended)

BY NATURE OR TYPE

Adopted Budget for the Year Ending 30 June 2012

	Notes	Budget 2011/12 \$	Budget 2010/11 \$	Actual May 11 \$
OPERATING REVENUES				
Rates		49,291,816	45,693,131	46,432,592
Fees and Charges		39,598,772	33,846,202	35,661,193
Operating Grants and Subsidies		7,233,689	6,675,961	6,852,106
Contributions, Donations and Reimbursements		426,573	314,167	716,339
Interest Earnings		4,672,478	3,364,241	4,744,279
Other revenue and Income		28,548	19,971	269,756
Total Operating Revenues		101,251,876	89,913,673	94,676,265
OPERATING EXPENSES				
Employee Cost		(36,140,222)	(33,262,501)	(29,380,590)
Materials and Contracts		(31,444,256)	(28,886,553)	(25,074,867)
Utilities		(4,027,549)	(2,940,834)	(2,828,918)
Interest Expenses		-	-	-
Insurances		(1,669,000)	(1,550,691)	(1,769,218)
Other Expenses		(6,978,078)	(6,500,821)	(6,878,107)
Depreciation on Non Current Assets		(19,761,810)	(18,369,688)	(17,440,362)
Less: Indirect Charges to Capital		3,452,355	2,444,302	2,299,425
Total Operating Expenses		(96,568,561)	(89,066,785)	(81,072,638)
Change in Net Assets Resulting from Operating Activities		4,683,316	846,888	13,603,627
NON-OPERATING ACTIVITIES				
Underground Power Costs		(1,680,000)	-	-
Capital Grants & Subsidies		3,549,764	8,788,123	5,526,712
Non-Govt Capital Contributions		2,638,500	1,641,417	1,051,272
Gifted Assets		-	-	-
Profit/(Loss) on Sale of Assets		1,326,523	1,069,453	1,158,661
Payments for Crown Land under Roads		-	(350,000)	-
Total Non-Operating Activities		5,834,787	11,148,993	7,736,644
Net Result		10,518,103	11,995,881	21,340,271
Other Comprehensive Income		-	-	-

STATEMENT of Cash Flows (Amended)

Adopted Budget for the year ending 30 June 2012

	Notes	Budget 2011/12 \$	Budget 2010/11 \$	Actual May 11 \$
CASH FLOWS FROM OPERATING ACTIVITIES				
Payments				
Employee Cost		(36,140,222)	(33,262,501)	(29,380,590)
Materials and Contracts		(35,171,901)	(31,192,251)	(29,688,075)
Utilities		(4,027,549)	(2,940,834)	(2,828,918)
Interest Paid		-	-	-
Insurances		(1,669,000)	(1,550,691)	(1,769,218)
Depreciation		(2)	0	-
Net Book Value of Assets Sold		-	(0)	-
Other Expenses		(6,978,078)	(6,500,821)	(6,878,107)
		(83,986,752)	(75,447,097)	(70,544,908)
Receipts				
Rates		49,291,816	45,693,131	45,859,397
Fees and Charges		41,598,772	34,996,202	37,988,401
Contributions, Donations and Reimbursements		426,573	314,167	716,339
Grants & Subsidies - Operating		7,733,689	7,025,961	6,852,106
Interest Received		4,672,478	3,364,241	4,744,279
GST Refunded by ATO		3,000,000	2,900,000	1,919,997
Other Revenue/Income		28,548	19,971	269,756
		106,751,876	94,313,673	98,350,275
NET CASH FLOWS FROM OPERATING ACTIVITIES	8a	22,765,124	18,866,576	27,805,367
CASH FLOWS FROM INVESTING ACTIVITIES				
Proceeds from Sale on Non Current Assets	3d	6,112,340	5,377,675	1,995,604
Grants/Contributions for Asset Development		6,188,264	10,429,540	6,577,984
Purchase Furniture and Equipment		(10,000)	-	(74,776)
Purchase Computer Equipment		(1,522,858)	(297,500)	(76,683)
Purchase Infrastructure Assets		(15,139,698)	(22,128,935)	(8,087,558)
Purchase Plant and Equipment		(4,165,998)	(5,358,104)	(4,587,438)
Purchase of Land		(385,000)	(1,861,597)	(206,302)
Purchase of Buildings		(25,109,334)	(9,308,481)	(4,815,096)
Work in Progress		-	-	-
NET CASH FLOWS FROM INVESTING		(34,032,284)	(23,147,402)	(9,274,266)
CASH FLOWS FROM FINANCING ACTIVITIES				
Increase/Decrease in Bonds Held		-	-	(472,364)
Proceeds from New Borrowings		9,500,000	-	-
NET CASH FLOWS FROM FINANCING ACTIVITIES		9,500,000	-	(472,364)
NET INCREASE/DECREASE IN CASH HELD		(1,767,160)	(4,280,826)	18,058,737
CASH AT BEGINNING OF REPORTING PERIOD		48,685,654	42,471,347	45,224,495
CASH and CASH EQUIVALENTS AT END OF REPORTING PERIOD	8b	46,918,494	38,190,520	63,283,232

The Statement of Cash Flows should be read in conjunction with the accompanying

RATE SETTING STATEMENT (Amended)
Adopted Budget for the Year Ending 30 June 2012

		Budget 2011/12 \$	Budget 2010/11 \$	Actual May 11 \$
	Notes			
Operating Revenue				
General Purpose Funding (Excluding Rates)		7,917,794	5,715,155	7,052,411
Governance		119,997	188,082	94,891
Law, Order and Public Safety		2,363,641	2,195,276	2,270,702
Health		412,108	163,913	200,384
Education and Welfare		5,875,171	5,535,067	5,534,989
Community Amenities		29,150,085	25,084,282	27,128,017
Recreation and Culture		3,278,239	2,868,121	3,045,480
Transport		(4,495)	329,806	465,236
Economic Services		2,155,036	1,932,476	1,970,195
Other Property and Services		2,019,006	1,277,816	1,640,029
Total Operating Revenue		53,286,583	45,289,995	49,402,333
Operating Expenditure				
General Purpose Funding		(467,814)	(1,294,246)	(999,383)
Governance		(7,674,818)	(6,749,115)	(4,904,321)
Law, Order and Public Safety		(3,912,120)	(3,576,350)	(3,172,740)
Health		(2,091,635)	(1,766,099)	(1,390,392)
Education and Welfare		(10,162,600)	(9,167,066)	(8,210,486)
Community Amenities		(27,274,970)	(25,179,663)	(23,598,711)
Recreation and Culture		(19,953,892)	(18,864,007)	(16,824,508)
Transport		(21,264,906)	(19,757,425)	(17,314,670)
Economic Services		(2,049,282)	(1,793,909)	(1,577,927)
Other Property and Services		(3,396,524)	(918,905)	(3,079,500)
Total Operating Expenditure		(98,248,561)	(89,066,785)	(81,072,638)
Change in Net Assets Resulting from Operations before Rates		(44,961,970)	(43,776,790)	(31,670,304)
Add Back: non-cash expenses and income				
Profit/(Loss) on Assets Disposals	3d	1,326,523	1,069,453	1,158,661
Depreciation on Assets	3b	(19,761,810)	(18,369,688)	(17,440,362)
		(26,526,690)	(26,476,555)	(15,388,603)
Less Crown Land Under Road Expenses		-	(350,000)	-
		(26,526,690)	(26,826,555)	(15,388,603)
Less Capital Expenses				
Purchase of Land and Buildings		(25,494,334)	(11,170,078)	(5,021,398)
Purchase of Infrastructure Assets		(15,139,696)	(22,128,935)	(8,087,558)
Purchase of Plant and Machinery		(4,166,000)	(5,358,104)	(4,595,787)
Purchase of Furniture and Equipment		(10,000)	-	(74,776)
Purchase of Computer Equipment		(1,522,858)	(297,500)	(68,334)
Transfer to Reserves	5	(21,152,573)	(16,621,646)	(8,010,325)
		(94,012,151)	(82,402,817)	(41,246,782)
Add Funding from				
Contributions/Grants for the development of Assets		6,188,264	10,429,540	6,577,984
Proceeds on Sale of Assets	3d	6,112,340	5,377,675	1,995,604
Reserves	5	22,909,732	16,553,163	4,064,325
Deferred Pensioners Adjustment		-	-	-
Proceeds from New Loans		9,500,000	-	-
(Increase)/Decrease in Restricted Grants & Contributions		40,000	131,600	6,513,903
(Increase)/Decrease in Bonds & Deposits Held		-	-	(472,364)
		(49,261,816)	(49,910,839)	(22,567,330)
Add: Opening Funds	9a	-	4,717,709	6,791,455
Less: Closing Funds	9b	30,000	-	31,047,013
Amount Required to be Raised from Rates	3a	(49,291,816)	(45,193,131)	(46,822,888)

The Rate Setting Statement should be read in conjunction with the accompanying notes.

8. Notes to Statement of Cash Flows

	Budget 2011/12 \$	Budget 2010/11 \$	Actual May 11 \$
8a			
Reconciliation of Net Cash Used in Operating Activities to Change in Net Assets Resulting from Operations.			
Change in net assets	10,518,103	11,995,881	21,340,271
Add (Less) non-cash items:			
Depreciation	19,761,810	18,369,688	17,440,362
(Profit)/Loss on Sale of Assets	(1,326,523)	(1,069,453)	(1,158,661)
Amounts set aside to provisions	-	-	-
Less: Grants/Contributions for Asset Development	(6,188,264)	(10,429,540)	(6,577,984)
Change in Assets and Liabilities:			
(Increase)/Decrease in Rates Debtors & Deferred Rates	0	-	(573,195)
(Increase)/Decrease in Sundry Debtors	(0)	-	203,931
(Increase)/Decrease in Stock on Hand	-	-	15,698
Increase/(Decrease) in Creditors & Accruals	(0)	-	(2,927,207)
(Increase)/Decrease in Rubbish Debtors	-	-	(56,997)
Increase/(Decrease) on Income Received in Advance	-	-	(14,207)
(Increase)/Decrease in Prepayments	-	-	113,356
NET CASH USED IN OPERATING ACTIVITIES	22,765,126	18,866,576	27,805,367

	Budget 2011/12 \$	Budget 2010/11 \$	Actual May 11 \$
8b			
Reconciliation of Cash			
For the purpose of Statement of Cash Flows, the entity considers cash to include Cash on Hand and in Banks and investments in Money Market Instruments. Cash at the end of the reporting period as shown in the Statement of Cash Flows is reconciled to the related items in the Statement of Financial Position as follows: -			
Cash at Bank	1,003,901	7,853,141	5,885,508
Term Deposits	45,914,593	30,337,379	61,565,911
	46,918,494	38,190,520	67,451,418

NOTES to and forming part of the Budget 2011/12**NOTE 11. RATES INFORMATION****Rates & Charges**

In accordance with Section 6.36 of the Local Government Act 1995 and the Notice of the Council's intention to Levy Differential Rates for the 2011/12 Financial Year on certain properties within the City, detailed are the Objects and Reasons for those proposals.

Overall Objective

The Budget is prefaced on an overall increase of 5% for the average residential, commercial and industrial improved property. The situation is different in 2011/12 due to the general triennial gross rental value (GRV) revaluation that will come into effect on 1 July 2011. The average increase for residential improved properties is 38% (for Commercial and Improved Properties the increase in GRV is 15%). To negate the impact of the substantial revaluation, the rate in the dollar will be lowered by the same amount, that is 38% (15% for commercial/industrial) and a 5% increase applied to the adjusted lower rate in the dollar. The issue like in all revaluation years (every three years), is the increase in GRV of 38% applies to the average house (calculated by divided the total gross rental values for all houses by the number of all houses) for the whole of the municipality and not to any one property. This means there will be variations to the average GRV. So where a property has had an increase in GRV greater than the average the increase in their 2011/12 rates will be more than 5%. Where the increase in GRV is less than the average the increase in their rates will be less than 5%.

Vacant land (residential) will receive an overall reduction in their rates compared with the prior year. This is due to the Valuer General amending the valuation methodology effective for the new financial year. The method was changed from a GRV derived using 5% of the market value to one using a factor of 3%, effectively a 40% reduction. At the same time, land values have increased. Overall the average vacant residential block will receive lower rates of around an average of 15%. As the Valuer General did not amend the methodology for valuing commercial or industrial properties, the average increase will be around the 5% unless its revaluation was more or less than the average increase.

Unimproved value properties are revalued every year by the Valuer General. The increase will be adjusted as per the Council action to standardise UV rates as per the wider region including the Town of Kwinana and the City of Armadale.

The Council expects growth of the municipality to be in the order of 2% to 3% in new lots coming onto the market as well as new buildings being constructed. Growth will be dependent upon the overall national economy, especially the impact of any interest rate increase.

A copy of the Objects and Reasons associated with the City's differential rating policy is available on the City's web site.

Revaluation of Property Values

2011/12 is a revaluation year for all properties using the Gross Rental Value (GRV) method and these are carried out every 3 years. The GRV is based on what the property would rent for in the

current financial year less any statutory charges like Council and Water rates. The new GRV's apply from 1 July 2011.

For properties on Unimproved Values, the values are set annually and apply from 1 July 2011. These properties are revalued each year.

The existing rate differential system will continue for the 2011/12 year.

Proposed Rates & Minimum Charges

Proposed rates in the dollar and minimum rates for the 2011/12 financial year for each rating category are shown below (rates are cents in the dollar).

Rate Category Descriptions	Rate in the \$ 2011/12	Min. Rate 2011/12
Commercial Caravan Parks	0.0846	900
Residential Improved	0.0465	600
Residential - Vacant	0.0929	600
Residential - WIP	0.0597	465
Commercial - Improved	0.0697	900
Commercial - Vacant	0.0929	n/a
Commercial - Special	0.1106	900
Large Commercial - Improved	0.0796	900
Special Industrial - Cement Works	0.1112	900
Industrial - Improved	0.0697	900
Large Industrial - Improved	0.0796	900
Industrial - Vacant	0.0929	n/a
Industrial - Special	0.1106	900
UFL - Rural General	0.0022	900
Resource	0.0022	900
Resource - Development	0.0053	900
Resource - Commercial	0.0022	900
Resource - Industrial	0.0022	900
Resource - Vacant Land	0.0034	900
Rural General	0.0022	900
Rural General - Commercial	0.0022	900
Rural General - Industrial	0.0022	900
Rural Special - Industrial	0.0022	900
Rural - Vacant Land	0.0034	900
Specified Area Rate - Port Coogee Maintenance	0.0149	n/a

Residential Improved Land

The proposed rate in the dollar is 4.65¢. Rates provided by this category, including minimum rates, are approximately 51% of the total rate requirements of Council.

Commercial/Industrial Improved Land

The proposed rate in the dollar is 6.97¢. Rates provided by this category, including minimum rates, are approximately 19% of the total rate requirements of Council.

Vacant Residential/Commercial/Industrial Land

The proposed rate in the dollar is 9.29¢ for residential and commercial/industrial. Rates provided by these categories, including minimum rates, are approximately 10% of the total rate requirements of Council. There is no minimum for commercial and industrial vacant land.

Large Commercial/Industrial Improved Land

The proposed rate in the dollar is 7.96¢. This category addresses the additional infrastructure refurbishment requirements of Council assets heavily used by large commercial/industrial properties with a gross rental value over \$0.5m.

Rural/Resource UV

Rates provided by this category, including minimum rates, are approximately 3.5% of the total rate requirements of Council. This is land zoned Rural or Resource in the Town Planning Scheme and consists of land with small land holdings with non commercial/industrial use on the land including private dwellings.

Rural/Resource - Commercial/Industrial Land/Urban Farm/land

This rate reflects the increasing presence of industry and commercial property in the Rural and Resource (UV) land sector of the City. The variance with the base rate of Rural/Resource is the same as the GRV Commercial/Industrial sector. This is land where property owners operate commercial or industrial activities or rural type business from the land. The activities are offices, factories, farms, turf growers, market gardens and resource extraction facilities. The Town Planning Scheme has a full list of allowable activities.

Vacant Rural/Resource Land

This category of rate reflects the increasing parcels of land being left vacant in the near expectation of future development. The variance with the base rate of Rural/Resource is the same as the GRV vacant land. This is land where there are no dwellings, business run from the property or where land is subject to development plans or the predominant use of the land is vacant land for future development.

Specified Area Rating

Port Coogee

A specified area rate was introduced in 2008/09 to cover the additional costs applicable to the Port Coogee development. All funds raised by this rate will be quarantined for the purpose of funding the additional costs applicable to maintaining the local community public infrastructure to a standard matching that of the developers prior to hand over to the City. There is no minimum payment for this rating class.

Differential Rating

The purpose of imposing a differential rate between improved and vacant properties in the residential, commercial and industrial areas which are based on gross rental valuations is to obtain fair income from unimproved land within the municipal district. Utilisation of gross rental values

for vacant land means that the revenue generated is vastly different to that which would be applicable under the unimproved system.

Council believes that the commercial and industrial sectors generate high traffic volumes with heavy loads and therefore should contribute at a higher level than residential for road construction, maintenance and refurbishment including road drainage systems.

The rural/resource/urban farmland areas are based on unimproved values issued by the Valuer General of WA every year.

The intention to levy differential rates was advertised in the West Australian Newspaper on Wednesday, 29 April 2011. No submissions were received on either the advertised differential or specified area rates within the notice period or subsequent to the reporting of this fact to the Ordinary Council Meeting in April 2011.

Payment by Instalments

Instalment payment options of either two or four payments will again be available.

The following instalment options are offered:

- Payment in full by 23 August 2011
- Two instalment plan:
 - First payment due 23 August 2011
 - Second payment due 20 December 2011
- Four instalment plan:
 - First payment due 23 August 2011
 - Second payment due 18 October 2011
 - Third payment due 20 December 2011
 - Fourth payment due 21 February 2012

An administration fee of \$5 will be charged for each notice after the first notice as well as interest of 4% on outstanding balances after the first payment date. The administration charge is made to cover the additional costs involved in administering the instalment scheme and interest is charged to cover the opportunity cost of interest on investment that is lost over the period of instalment payments.

Penalty interest will also be levied where payment in full or the first instalment is not received within thirty-five days of the issue of the rate notice at the rate of 8% per annum as prescribed under the Local Government Act.

Other Charges

The annual charge for rateable land provided with a Rubbish Collection and Recycling service has been set at \$365.00 per 240 litre bin. Exempt Property Rubbish Service will be \$400. The Community Surveillance Levy will be \$50.00 per property.

The Swimming Pool Inspection Levy has been increased to \$22.00 per pool.

NOTES to and forming part of the Budget 2011/2012

Note 12. STATEMENT OF RATING INFORMATION FOR YEAR ENDED 30TH JUNE 2012 (Amended)

	NON-MINIMUM				MINIMUMS				TOTALS			
	Qty	Rateable value \$	Rate in \$	Yield \$	Rateable Value \$	Amount \$	Qty	Yield \$	Qty	Rateable Value \$	Yield \$	% of Ratebase
GRV												
Commercial Caravan Parks	3	1,900,860	0.084600	160,813					3	1,900,860	160,813	0.33%
Residential Improved	26,579	481,742,069	0.046500	21,471,006	69,702,805	600	6,062	3,637,200	32,641	531,444,874	25,108,206	51.51%
Residential - Vacant	1,804	28,234,010	0.092900	2,622,940	2,744,411	600	502	301,200	2,306	30,978,421	2,924,140	6.00%
Residential - WIP	270	3,070,356	0.059700	183,300	203,424	600	75	45,000	345	3,273,780	228,300	0.47%
Commercial - Improved	337	26,395,830	0.069700	1,839,789	588,965	900	83	74,700	420	26,984,795	1,914,489	3.93%
Commercial - Vacant	38	1,960,872	0.092900	182,165	0	900	0	0	38	1,960,872	182,165	0.37%
Commercial - Special	18	365,970	0.110600	40,476		900	18		18	365,970	40,476	0.08%
Large Commercial - Improved	14	41,725,380	0.079600	3,321,340		900	14	0	14	41,725,380	3,321,340	6.81%
Special Industrial - Cement Works	4	4,334,000	0.111200	481,941		900	0	0	0	4,334,000	481,941	0.99%
Industrial - Improved	1,340	98,405,036	0.069700	6,858,831	2,875,397	900	303	272,700	1,643	101,280,433	7,131,531	14.63%
Large Industrial - Improved	40	47,012,769	0.079600	3,742,216		900	0	0	40	47,012,769	3,742,216	7.68%
Industrial - Vacant	356	18,970,435	0.092900	1,762,353	0	900	0	0	356	18,970,435	1,762,353	3.62%
Industrial - Special			0.110600	0								
Total GRV	30,803	734,117,587		42,667,171	76,115,002		7025	4,330,800	37,824	810,232,589	46,997,971	96.41%
UV												
UFL - Rural General	22	22,750,000	0.002200	50,050		900		0	22	22,750,000	50,050	0.10%
Resource	572	377,995,000	0.002200	831,391	760,000	900	2	1,800	574	378,685,000	833,191	1.71%
Resource - Development			0.005300	0		900	0	0	0	0	0	0.00%
Resource - Commercial	14	13,920,000	0.002200	30,624		900	14	0	14	13,920,000	30,624	0.06%
Resource - Industrial	4	7,220,000	0.002200	15,884	9,569	900	2	1,800	6	7,229,569	17,684	0.04%
Resource - Vacant Land	89	55,790,000	0.003400	189,686		900	89	0	89	55,790,000	189,686	0.39%
Rural General	208	145,245,000	0.002200	319,539	7,560,000	900	24	21,600	232	152,805,000	341,139	0.70%
Rural General - Commercial	20	24,505,000	0.002200	53,911		900	0	0	20	24,505,000	53,911	0.11%
Rural General - Industrial	12	12,570,000	0.002200	27,654	9,191	900	4	3,600	16	12,579,191	31,254	0.06%
Rural Special - Industrial			0.002200	0		900	0	0	0	0	0	0.00%
Rural - Vacant Land	53	59,090,000	0.003400	200,906	251,000	900	2	1,800	55	59,341,000	202,706	0.42%
Total UV	994	718,995,000		1,719,645	8,589,760		34	30,600	1,028	727,584,760	1,750,245	3.59%
Total Rates Levied												
Specified Area Rate - Port Coogee Mtc	390	11,400,600	0.014900	169,869	0	150		0	390	11,400,600	169,870	0.3%
Interim Rates - GRV & UV											153,730	0.3%
Rate Interest											120,000	0.2%
Rate Penalty											100,000	0.2%
Total Other				169,869							543,600	
Total Rates	32,187	1,464,513,187		44,556,685	84,704,762		7,059	4,361,400	39,242	1,549,217,949	49,291,816	100%



City of Cockburn Trails Master Plan

Prepared for



Department of
Sport and Recreation



April 2012

City of Cockburn Trails Master Plan



Prepared by



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February 2012

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EXECUTIVE SUMMARY AND RECOMMENDATIONS

Setting the Scene

This Trails Master Plan is an update of the 1999 Plan prepared by Maher Brampton Associates. The 1999 Plan set out a range of proposed trails and trail improvements. In the intervening 11 years, a considerable number of those trail projects and other new trails and paths have been established throughout the City of Cockburn.

The 2012 Trails Master Plan seeks to ascertain the progress of implementation of the 1999 plan, and also sets out a new schedule for further improvements and extensions to the already-established trails network.

This plan is not a pathways plan, nor a local bike plan. The purpose of this Trails Master Plan is to set out the range of improvements required on existing trails and proposed future trails, to establish a comprehensive network of recreation facilities available to all residents and visitors to the area.

For the purposes of this Trails Master Plan, a recreation trail is defined as:

"Any corridor, route or pathway for recreational purposes such as walking and cycling, which passes through or has a strong connection with the natural environment, open spaces and cultural heritage."

The City of Cockburn is fortunate in that it has a wide range of attractive and varied landscapes, and a great diversity in wildlife and vegetation. It has many kilometres of coastline, a chain of wetlands and lakes and a limestone ridge – all of which provide excellent natural areas for the development of a trails network.

The area has large tracts of land still well covered in natural vegetation, natural attractions including the lakes and the beaches, an abundance of historic places throughout the municipality, all of which provide ideal opportunities for trails.

There is already a range of opportunities for 'going bush' within the City of Cockburn – particularly around the lakes on numerous established trails and pathways. A number of sealed paths, through and abutting natural areas, exist within the urban areas and are well used.

However, further improvements, extensions and enhancements to the trails network of the City of Cockburn could be undertaken, and having quality trails is seen as one way of providing outstanding leisure and recreational activities for local people as well as a means of attracting visitors. An interesting and varied suite of trails is viewed as an integral component of a multi-faceted tourism package.

The suite of trails therefore must reflect the quintessential character of the City of Cockburn – its coastline, its indigenous history, its pioneers, its farming traditions, its heritage, the magnificent lakes and wetlands, the limestone ridge and the outstanding views.

As a marketing tool, and to capture the essence of the trails network, it is proposed that the City of Cockburn adopt the slogan: **Lakes, Lookouts and Legends – The Trails of Cockburn**. This slogan refers to the fact that many of the existing (and proposed future) trails are located near or around the wetlands and lakes of the Beeliar Regional Park. It also refers to the fact that most, if not all, of the trails will have (or already have) a viewpoint or lookout affording some view of the coastline, the lakes or some other natural area. It also includes bird hides and boardwalks (as lookout points). By including the word *Legends* in the slogan, the City will then be able to include a wide range of stories (interpretive topics) such as indigenous myths and legends, stories of pioneers of the area (early settlers, market gardeners, fettlers, etc) – all of whom make up the cultural history of the City of Cockburn. The alliteration is deliberate and is something that local people and visitors are expected to warm to.

The financial costs involved in implementing the program outlined in this Trails Master Plan need not be borne by the City of Cockburn alone. A number of funding

opportunities are currently available to assist the Council in upgrading and enhancing existing trails and in the development and promotion of new trails. This will enable the Council to embark on a program to progressively upgrade and expand the trail supply, and to promote the trails and natural attractions of the municipality to local residents and visitors.

It is important to note that the Department of Environment and Conservation (DEC) Regional Park Branch and the City of Cockburn's Aboriginal Reference Group (ARF) have been consulted on this plan and were provided with the opportunity to comment. DEC comments and recommendations have already been incorporated into the plan. The ARG provided in-principle support and will be further consulted during the implementation of the projects and actions.

The Existing Trail Supply Situation

In 'setting the scene' for this Trails Master Plan it is important to be cognisant of the fact that numerous trails and pathways already exist in natural areas in the City of Cockburn. The inventory of Existing Trails prepared as part of this project has identified the following core characteristics of 'trail supply':

- ❖ There are already a number of short walk trails and pathways in the City of Cockburn;
- ❖ There are no formally recognised mountain bike trails or horse-riding trails within the City of Cockburn;
- ❖ Trails in the City of Cockburn are currently not well packaged and promoted, there being few, if any, brochures for any existing trails, and existing trails are poorly signposted; and
- ❖ Interpretation along the trails is spasmodic, with interpretation occurring on some of the existing trails while many trails have none.

The Role of Trails

Against this backdrop of physical beauty and natural resources and rich history, and a rapidly growing population, this Trails Master Plan is highly timely. Trails have *much* to offer a local government area such as the City of Cockburn.

Right across Australia the many benefits of well-planned and promoted trails are being recognised by a range of agencies from National Park Services to tourism departments, and from local government authorities to a host of health organisations. It is now well recognised that recreation trails perform a number of highly beneficial roles in the broader community:

- ❖ They provide opportunities for low-key unstructured passive recreation for local residents and visitors alike;
- ❖ They enable users to gain fitness and they foster general well-being;
- ❖ They are a valuable tourism attraction, especially when marketed well;
- ❖ They can help instil a conservation ethic amongst users; and
- ❖ They can be a means of educating users about the attributes of an area, especially when good interpretation is a feature of the trail.

Another important consideration that should be attributed to trails is the role they play in providing access for fire fighting purposes. The chosen routes of many of the trails that have been constructed within Cockburn have been chosen not only because of their usefulness as walking trails but because they also act as firebreaks or fire access

tracks. Many of the paths have also had limestone placed on them for three reasons: to make them more accessible for walking and cycling, to provide better access for fire fighting vehicles and to reduce the likelihood of spreading dieback.

TravelSmart and Trails

In line with the City of Cockburn's sustainability and healthy lifestyles, the TravelSmart program aims to reduce solo car trips by private vehicles made by employees and community members by emphasizing the benefits of active travel alternatives such as cycling, walking, scooting, travel blending and utilising the public transport network. TravelSmart is well placed to encourage behaviour change in local residents, school communities and the City's employees from sedentary style behaviour to more active lifestyles to achieve the minimum suggested amount of physical activity for adults – 30 minutes per day, and children (5 to 18 years) 60 minutes of moderate to vigorous physical activity per day¹.

TravelSmart will support the Trails Master Plan by promoting the opportunities it provides for cyclists and walkers and highlighting its connections to existing path networks. TravelSmart also has capacity to be involved with the provision of wayfinding signage at trail locations.

1. Commonwealth of Australia, December 2004. Department of Health & Ageing (2004). *Australia's Physical Activity Recommendations for 5-12 year olds, 12-18 year olds*. Canberra.

Proposed Priority Projects

What then, can trails do for the City of Cockburn? This Trails Master Plan has been based on consultation with stakeholders and many days of field work in the study area. It is shaped *specifically* to fit the City of Cockburn's unique qualities.

It proposes a number of significant trail projects that have the potential to deliver solid and *real* benefits to the local communities. This Trails Master Plan recognises the needs and demands of local residents and visitors, and it takes advantage of the diverse range of attractive landscapes and vistas on offer within the City of Cockburn.

It is worth noting now that the brief for the Project sought several key outcomes:

- ❖ Reviewing the progress of implementation of the 1999 Trails Master Plan.
- ❖ Auditing each existing trail and provision of a detailed costing and development plan of existing and proposed trails including a staged implementation program and a separate map/plan of each trail.
- ❖ Reviewing the urban development growth since preparation of the 1999 Plan, reviewing other land use and transportation projects and recommend changes to the 1999 Plan to accommodate this growth and transport changes where appropriate.
- ❖ Research and proposing possible interpretive subjects for existing and proposed new trails, including the Davilak Trail;

- ❖ Identifying opportunities, costs, constraints and construction needs for these trails and research funding programs that could be used for implementation of the 2012 Trails Master Plan;
- ❖ Reviewing trails planning and projects of other organisations, such as Department of Environment and Conservation, that impact on trail development in the City of Cockburn;
- ❖ Reviewing progress of trails projects in adjoining local governments, and the need for connecting to these other regional trails (eg. The Tramway Trail from Rockingham through Kwinana to Cockburn and the coastal trail from Fremantle to Rockingham);
- ❖ Taking into consideration the input of community and interest groups on trail development, particularly Aboriginal community members where Nyoongar interpretation is required;
- ❖ Identifying needs for signage and promotion of trails;
- ❖ Provide an outline of a heritage interpretation trail for the coastal areas from Fremantle to Rockingham including a boat based trail with reference to the heritage of Cockburn Sound and Garden and Carnac Islands. This sub project to be modelled upon the Golden Quest Discovery Trail; and
- ❖ Developing a new implementation strategy for the 2012 Trails Master Plan.

Principles for Selection of Trail Projects

Candidate trails and sites were assessed against a number of important criteria:

- ❖ Trail demand - the majority of users are seeking short trail opportunities;
- ❖ Value for money (recognising that there will be limited budget). Trail projects should look to provide value for money and a good return on the investment made by the Council and other land managers. High quality, well built, well maintained and well promoted trails highlighting the best features of the City of Cockburn is preferable to a large number of poor quality trails badly constructed and not maintained;
- ❖ Practicalities of trail development – costs, land tenure and access, environmental issues, cultural issues, funding possibilities, possible (on-going) community support and the possibility of opposition, and the safety of users; and
- ❖ User experience. Trails have to provide a high quality user experience or else people will not use them or will not come back – word of mouth is a much stronger advocacy tool than marketing strategies. The trail projects need to ensure a high level user experience.

Combined with the field assessment, consideration of these elements allows the determination of trail projects.

The following trails (and trail upgrading projects) have been identified as needed but are not listed in any particular order. The prioritisation of the trails will be determined each year by staff and will be dependent on available resources, funding opportunities and how they link with other Council projects. It should be noted that it would be possible to develop (or upgrade) more than one trail at any given point in time due to the variance in requirements and implementation.

26 specific projects are recommended in this Trails Master Plan. The 26 projects are as follows:

a) Davilak Heritage Trail

This project involves further upgrading of the existing trail between Manning Lake and the lookouts, and a significant extension to the trail by developing a return loop that takes users past several important historic sites including the ruins of Davilak House. The project budget also allows for interpretive panels.

b) Mt Brown Lookout Trail

This project involves upgrading the existing walk to the summit lookout on Mt Brown – importantly, improvements to the trail surface.

c) Henderson Cliffs Trail (Ancient Coastline Track)

This project involves some minor enhancements to this short coastal walk to make the trail an even better experience.

d) North Lake Circuit

This project involves a number of minor enhancements to the existing crushed limestone trail around North Lake.

The most notable enhancements proposed are a boardwalk and a bird hide, on spurs off the main trail, to enable trail users to get close to the lake's edge to enjoy views of the lake and the bird life.

e) Bibra Lake Circuit

A considerable amount of upgrading of, and extensions to, the existing shared paths around Bibra Lake and a refurbishment of the boardwalk to the bird hide have recently taken place.

This project also involves a number of minor enhancements, the most notable being the installation of promotional, trailhead and directional signage, and the installation of new interpretive signage.

f) Market Gardens Swamp Circuit (North and South)

Minor improvements are recommended for the existing path network, including trailhead, promotional, directional and interpretive signage.

This project also involves the construction of new sections of path, to enable a swamp loop trail and allow users to more fully appreciate the wildlife of the swamps.

g) Lake Mt Brown Trail

This project includes several enhancements to make the trail a more pleasant and user-friendly experience. The minor enhancements include the installation of directional markers, the installation of interpretation along the trail and the construction of a short boardwalk to enable trail users to get close to the edge of the lake to appreciate the birds and other wildlife of the lake.

It is also recommended that DEC give consideration to the development of a small crushed limestone trailhead parking area off Rockingham Road – close to the lake.

h) Yangebup Lake Trail

An asphalt and/or concrete path already encircles Yangebup Lake and outstanding views of the lake can be seen from several locations. Despite this, it is recommended that additional viewpoints be established. Yangebup Lake is one of the few lakes in the Beeliar Lakes chain that holds water for most/all of the summer and providing views of the water will enhance the appeal of the path circuit.

The most notable recommendation for the Lake Yangebup trail circuit is the development of a trailhead parking area.

Other minor improvements are also suggested including the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage

i) Little Rush Lake Trail

This project will involve a number of minor improvements to enhance the experience of trail users. These improvements include the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage.

It is also recommended that a spur trails and boardwalk be constructed in an already somewhat formalised track to lake area to maximise the experience of trail users, enabling them to gain access to the edge of the lake. An upgrading of existing indigenous artwork is needed.

j) Lake Coogee Trail

The majority of this circuit trail is in place. Completion of the circuit will only be possible upon further residential development in the NE corner of the lake.

In the meantime, a number of improvements and enhancements are recommended for this pathway circuit including replacement of 370m of damaged asphalt path, installation of trail directional markers, interpretive signage and trailhead signage.

k) Kogolup Lake Trail

Although two marked trails are available in the Kogolup Lake locality (involving significant lengths of roadside paths through the adjoining residential area), it is recommended that a bushland circuit entirely within the Regional Park be delineated and signposted.

The project therefore includes fieldwork, in conjunction with DEC, to determine the most appropriate alignment of the proposed new loop trail.

l) Manning Lake Trail

This project involves capitalising on the views that are possible, it is recommended that several minor enhancements be made such as the installation of bench seats where people can sit by the side of the lake and enjoy the views.

Other minor enhancements are recommended including the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage.

m) North Coogee Coastal Trail

The coastal pathway between South Beach and C. Y. O'Connor Beach is new and consequently requires little in the way of upgrading. However, it could be enhanced to improve an already high quality experience. The range of suggested improvements includes promotional signage, trailhead signage, directional signage and interpretation.

n) Woodman Point Circuit

The path network in the Woodman Point locality is extensive. Recent construction of two lengthy sections of coastal pathway at Woodman Point by DEC adds considerably to the opportunities for cycling and walking in the coastal environment.

The new paths can now be linked to form a circuit trail. Several small additions to the existing paths are required to actually create the loop, as well as widening of two sections of existing path.

Directional signage will be required to enable users to navigate their way around the circuit. In addition, the usual range of enhancements is required, specifically promotional signage, trailhead signage and additional interpretive signage.

o) Coastal Pathway

Several significant sections of the Coastal Pathway through the City of Cockburn do not exist at present. This project seeks to identify the best routes for, and construction of, the missing links to enable a continuous pathway from the City's northern boundary (with the City of Fremantle) to its southern boundary (near the Town of Kwinana).

The most significant "missing links" are through the Port Coogee development; between Woodman Point and Lake Coogee; and south from Mt Brown and into the Town of Kwinana.

p) Thomsons Lake Trails

A long lakeside circuit exists already at Thomsons Lake that, although sandy, provides an interesting walk during favourable times of the year.

The project involves fieldwork, in conjunction with DEC, to determine the most appropriate alignment for a new (shorter) loop trail in the NE quadrant of the reserve. It is expected that the loop will involve utilising existing tracks and firebreaks through the bushland area, though sections of purpose built trail will be required to link up existing tracks as well as give consideration to dieback areas.

q) South Lake Trail

South Lake has one of the most undeveloped trail networks of any lake/wetland in the Beeliar Lakes Regional Park. Currently, a well-formed crushed limestone vehicle track exists in the NW quadrant, and along some of the eastern side of the lake.

The project therefore involves fieldwork, in conjunction with DEC, to determine the most appropriate alignment for a trail route, especially in the NE quadrant, that will complete the loop around South Lake. It is expected that the loop will involve utilising existing tracks and firebreaks through the bushland area, though sections of purpose built trail may be required to link up existing tracks.

r) Beeliar Lakes Trail

The 1999 Trails Master Plan envisaged a continuous pathway linking the eastern chain of lakes in the Beeliar Regional Park. Most of the pathway is now in place although there are still some significant missing links.

This project involves constructing the missing links (and road crossings) to create a continuous, uninterrupted pathway from the northern boundary of the City of Cockburn (at North Lake) to join the (proposed) Disused Railway Trail at Yangebup Lake and the (proposed) Tramway Trail at Kogolup Lake.

s) Ridge Trail

The Lakes and Ridges Trail proposed in the 1999 Trails Master Plan has been revised to take account of recent and likely future residential and industrial developments and transport infrastructure changes (road and rail).

It is now proposed to concentrate on a Ridge Trail, with a northern terminus at the existing C.Y. O'Connor Beach (which can form a trailhead for several trails) and a southern terminus at Rotary Lookout. Some of this trail already exists; much will need to be planned and constructed.

t) Tramway Reserve Trail

This project involves the construction of new sections of pathway on, or alongside, the former Tramway Reserve.

Sections of the Tramway Trail already exist, and ultimately it is proposed that the Tramway Trail be a long distance shared path extending from the lakes of Cockburn, through the Town of Kwinana and the City of Rockingham. With detailed (future) planning, it may be possible to have a shared path trail from the Swan River to the Peel Harvey Estuary. The Tramway Trail through the local governments of Cockburn, Kwinana and Rockingham would be a major component of that cross-regional trail.

u) Drive Trail Project

This project involves establishing a heritage drive along the coast of the City of Cockburn that would form an integral component of a much longer heritage drive between Fremantle and Mandurah.

v) Water Trail Project

Water-based trails for kayaking, scuba and snorkelling could be established to capitalise on the wide-ranging history associated with Cockburn Sound and coastal features.

w) Denis De Young Reserve Trail

This reserve has a number of firebreaks that have recently had limestone placed on them. This makes for easy walking within the reserve and there are numerous options in relation to loops that can be traversed. The native vegetation within the reserve is in very good condition and there is a profusion of wildflowers in the area during spring. Linking the trails in the reserve with those of Shirley Bella Swamp (see project x) will also enable a good walking track to be established from the nearby suburb of Atwell.

x) Shirley Bella Swamp Reserve Trail

This reserve abuts Tapper Road and the suburb of Atwell. This reserve has a number of firebreaks that could be also be used as walking trails should limestone to be placed on them. This reserve is in close proximity to Denis De Young Reserve and could be linked. Like Denis De Young Reserve the native vegetation within the reserve is in very good condition and there is a profusion of wildflowers in the area during spring.

y) Banksia Eucalypt Woodland Reserve

The northern portion of the reserve has limestone firebreaks around the perimeter and a central asphalt path that links to asphalt paths in the south. There are also paths leading to two wetland areas. The native vegetation within each reserve is in very good condition and there is a profusion of wildflowers in the area during spring.

In addition to the trails development/upgrading projects listed above, another important task (or trails-related project) for the City of Cockburn is a Marketing and Promotion Program.

A series of trails will be developed or upgraded through the programs set out above, When in place, they will need to be better promoted. This is best achieved through a

concerted effort at compiling information, and publishing it in the form of simple but aesthetically pleasing brochures/maps.

This project will focus on collating, producing and disseminating information regarding the range of trail opportunities within the City of Cockburn.

A Program of Delivery

This Trails Master Plan suggests a five-year initial implementation program for the 26 projects, bearing in mind that a number of them will flow on into trail development programs that may extend beyond that time frame.

Estimates in the body of this Report suggest that Year 1 will require \$323,460, \$289,205 in Year 2, \$224,125 in Year 3, \$1,006,340 in Year 4 and \$2,898,060 in Year 5. This is according to priorities assigned to each project by City of Cockburn staff.

This development program could easily be extended out over a lengthier schedule – ten or fifteen years.

Most of the priority projects will result in the need for substantial implementation and marketing funding – sourcing these funds should be a priority action for the City of Cockburn. A range of grant programs is outlined in the report and appear strong prospects for various elements of the program. It should be noted that the cost estimates also include the cost of enhancing and extending paths/trails in land managed by the Department of Environment and Conservation.

Though the total budget appears high, several of these projects are already funded and soon to be implemented by DEC, and several other (expensive) path projects should be provided by developers/subdividers in the land development process.

Marketing and Promotion

The brief for the project suggested the need for advice on signage and promotion of the Council's trails network.

Attracting users to trails is a competitive business. Numerous local governments, and not-for-profit organisations, are now beginning to realise the tremendous benefits that trails can bring to a community. Across Western Australia there are well over 500 trails, most of which are poorly built, poorly signposted, poorly maintained and poorly promoted. With this in mind, this Trails Master Plan strongly recommends that the City of Cockburn strive to attain a competitive edge in its supply and marketing of its trails. To this end, the provision of a suite of quality trails should be the primary objective. With the implementation of the trails projects developed in this Trails Master Plan, the City of Cockburn will be able to attract visitors to the area and provide an accessible network of interconnected trails and paths for local communities.

Summary

In summary, the City of Cockburn is fortunate to have an enviable array of physical and geographical attributes – including the coastline, the chain of lakes and wetlands, the limestone ridge, heritage buildings and the indigenous history of the area.

This Trails Master Plan sets out a project-focussed program of activity designed to deliver the maximum benefits to the widest cross-section of the community. It does not focus solely on developing new trails, but recognises the existence of numerous trails and pathways already in the municipality. It will support the upgrading of a number of these, and enshrines the requirement for quality (and carefully targeted) marketing and promotion.

Recommendations

It is recommended that the City of Cockburn:

- Resolve to endorse the City of Cockburn Trails Master Plan and seek to implement the recommendations contained therein;
- Liaise with the Department of Environment and Conservation and seek the continued assistance of the DEC with respect to the development of trails within the Beeliar Regional Park in accordance with this plan;
- Consider an annual allocation to supplement grants from other sources to implement the projects contained within the City of Cockburn Trails Master Plan;
- Form a Project Team to oversee the implementation of this Trails Master Plan;
- Seek funds from other sources and funding programs for the projects contained within the City of Cockburn Trails Master Plan; and
- Ideally, a portion of the work time of an officer of the City of Cockburn should be dedicated to trails and implementation of this Trails Master Plan.

SECTION 1: PROJECT OBJECTIVES AND METHODOLOGY

1.1 Background

This Trails Master Plan for the City of Cockburn has been commissioned by the City of Cockburn, with funding support from Lotterywest (which provides funding for non-motorised trails).

The project is essentially a review of the Trails Master Plan prepared in 1999 by Maher Brampton Associates.

For the purposes of this Trails Master Plan, and because funding came from the Lotterywest Trails Funding Program, it is important to clarify and confirm the definition of a 'trail'. The accepted definition of a 'trail' is *"... any corridor, route or pathway which has as its primary land usage any one of - or combination of - recreational walking, mountain biking or horse riding - and which passes through or has a strong connection to the natural environment."* Trails, therefore, in this context and within the City of Cockburn refers primarily to cyclists and walkers.

The brief issued by the City of Cockburn sets out the Scope of Works (see Section 1.3).

The development of this (new/updated) Trails Master Plan will provide the framework to direct the planning of trails in the City of Cockburn to ensure they are well planned, managed, resourced, promoted and maintained and, where practical, linked to external trails networks and wider regional trails.

The purpose of this study is the production of a conceptual plan titled the Trails Master Plan that will identify existing trails and assist in forward planning for the provision of new trails throughout the City of Cockburn.

The project includes an overview report detailing existing trails and potential new trails, and management and maintenance of existing trails and the construction and infrastructure development of new trails.

As the population increases, visitation to the area expands and environmental awareness increases, the natural areas of the City will come under increased pressure for use as trails.

The City has a variety of historic sites and heritage assets, and these too could well be linked by trails. Therefore the importance of trails in increasing environmental awareness and heritage conservation, as well as providing recreational and tourist potential to residents and visitors to the City is paramount.

1.2 Purpose and Need for this Trails Master Plan

Trails' planning does not exist in isolation. This Trails Master Plan is part of a broader approach by the City of Cockburn to provide growth that meets community, environmental and economic goals, and encourages a strong, diversified economy that supports local employment and enhances the quality of life for residents of the City.

As set out in the Scope of Works, the City of Cockburn requires an updated Trails Master Plan to provide direction for the management and development of trails across the municipality – given the urban development growth since preparation of the 1999 plan. The new plan needs to take into consideration the urban growth, as well as transport changes (roads and railways, etc).

Recreational trails are not an isolated product – they link with a whole range of other planning processes – tourism, open space planning, "eco corridors", regional planning, economic development, and natural resource management planning. Trails need to be placed in a wider context of other issues.

Experience elsewhere indicates that recreational trails can indeed be a focal point for quality tourism with the right infrastructure and the right packaging. Recreational trails can be a significant component of a sustainable tourism industry capitalising on significant natural assets.

The main target group for trails within the City of Cockburn would be local residents however the City would also need to develop trails that would be of general interest and an attraction to visitors.

The area offers a broad spectrum of possible trail types and standards and the development of a new and updated Trails Master Plan will allow the various governments, private and community organisations to effectively, cooperatively and appropriately plan for the future, with potential in some cases to link with potential future trails in other municipalities (eg the Tramway Trail to and through the Town of Kwinana and the City of Rockingham and the Disused Railway Trail to Armadale).

A series of recreation trails throughout the City of Cockburn would serve the following purposes:

1. Enable convenient and safe access to recreational assets of the City for residents, children and tourists;
2. Cater for east/west and north/south non-motorised transport corridors;
3. Provide an attraction to tourists that would educate them of the ecological, social, and cultural significance of the area to the communities of the City of Cockburn;
4. Provide an opportunity for an integrated community project; i.e. community involvement in all aspects of a trail from alignment determination to design to signage and rehabilitation of the area's vegetation;
5. Provide emergency vehicle access and a firebreak;
6. Incorporate indigenous heritage into the trail system (especially in interpretive signage);
7. Act as 'green corridors' or 'ecological linkages' throughout the urban areas of the City; and
8. Support the historical significance and status of various locations and sites within the City of Cockburn.

1.3 Scope of the Trails Master Plan – the Project Brief

The brief issued by the City of Cockburn sets out the Scope of Works:

- Reviewing the progress of implementation of the 1999 Trails Master Plan;
- Auditing each existing trail and provision of a detailed costing and development plan of existing and proposed trails including a staged implementation program and a separate map/plan of each trail;
- Auditing existing trails from a users safety perspective;
- Reviewing the urban development growth since preparation of the 1999 Plan, reviewing other land use and transportation projects and recommend changes to the 1999 Plan to accommodate this growth and transport changes where appropriate;
- Research and proposing possible interpretive subjects for existing and proposed new trails, including the Davilak Trail;

- Identifying opportunities, costs, constraints and construction needs for these trails and research funding programs that could be used for implementation of the 2012 Trails Master Plan;
- Identifying ‘eco-corridors’ and their ability to provide suitable trail alignments;
- Reviewing trails planning and projects of other organisations, such as Department of Environment and Conservation, that impact on trail development in the City of Cockburn;
- Reviewing progress of trails projects in adjoining local governments, and the need for connecting to these other regional trails (eg. The Tramway Trail from Rockingham through Kwinana to Cockburn and the coastal trail from Fremantle to Rockingham);
- Taking into consideration the input of community and interest groups on trail development, particularly Aboriginal community members where Nyoongar interpretation is required;
- Identifying needs for signage and promotion of trails;
- Provide an outline of a heritage interpretation trail for the coastal areas from Fremantle to Rockingham including a boat based trail with reference to the heritage of Cockburn Sound and Garden and Carnac Islands. This sub project to be modelled upon the Golden Quest Discovery Trail; and
- Developing a new implementation strategy for the 2012 Trails Master Plan.

1.4 Methodology

In common with other Trails Master Plans, this project followed a similar methodology to establish the desired outcomes.

Background Research – the first stage of the preparation of a Trails Master Plan is to review background material that may influence the supply of, or demand for, trails within the City of Cockburn. In particular, any information pertaining to existing trails, or proposed trail projects, within the municipality was collected and reviewed. The intention was to compile a list of existing trails, their user group, condition and as many pertinent facts about those existing trails. During this stage, digital mapping data was obtained in preparation for the fieldwork.

Initial Discussions with client to confirm requirements of brief – it was imperative to establish the desired outcomes sought by the Client, and to clarify the requirements of the Brief. Initial discussions revealed the intentions of the Client, the prevailing attitudes towards trails development, the role of trails within the local communities, and importantly some local insight into the availability of, and scope for, trails within the City of Cockburn.

Meeting with key stakeholders – the input from interested local people and key stakeholders such as the Department of Environment and Conservation is crucial to the successful preparation and implementation of this Trails Master Plan. In any community, such as the City of Cockburn, there are numerous people with a direct interest and involvement in trails development, whether it is from a botanical perspective, a tourism viewpoint, a historical interest or any number of other interests. Each has a vital role to play in shaping the Plan.

Field work – there is no substitute for actually walking (or cycling) existing trails, and assessing areas for possible new trails development. Traversing existing trails enables a comprehensive account of the condition of each existing trail to be compiled, including such matters as signage, trail surface, maintenance requirements,

interpretation needs, etc. The in-the-field assessment of natural areas (such as the extensive lake system, the limestone ridge, the coastline and other natural areas) and other trail opportunities provided ideas about future trail development possibilities.

Report writing – following background research, consultation and in-the-field assessment of existing and future trail opportunities, all relevant information was compiled and distilled down into a report that dealt with all matters set out in the brief. In the case of the City of Cockburn Trails Master Plan, the essential tasks were to compile an account of the nature and condition of all existing trails, make recommendations about the need for additional trails (ie. a 'gap' analysis) and trail projects, and to provide costs and recommended priorities for the enhancement of the trails network within the Council area.

Further discussions and consultation – upon completion of the fieldwork, and during the preparation of the draft plan, it was necessary to follow up with various stakeholders to clarify matters. This often involves additional meetings and/or discussions with key stakeholders, such as DEC, to clarify regulations and requirements or to elicit initial feedback on ideas and draft proposals.

Mapping – an essential element of all Trails Master Plans is the mapping of the trails network. Mapping of the trails network within the City of Cockburn involved the preparation of an individual site plan (on aerial photography) which identified existing and proposed new trails.

Submission of Draft Report to Client for review – upon completion of the draft report and mapping, the report was submitted to the Client for initial review and feedback. During this phase of the Project a presentation was made to the Project Management Group. Comments received on the Draft Report will be incorporated into the final version of the Trails Master Plan.

Stakeholder Engagement – The Department of Environment and Conservation (DEC) Regional Parks Branch and the City's Aboriginal Reference Group (ARG) have been consulted for initial comments. Comments provided by the DEC have been incorporated into this plan. The City's ARG provided holistic support of the plan and will be further consulted on the interpretation of each trail.

City of Cockburn Council Endorsement – Once all comments have been incorporated and addressed by the Project Management Group the plan will then be presented to Council for endorsement prior to the public review.

Public Review of Draft Report – the community usually has up to four weeks to review the proposals contained within the Draft Report. All comments received on the Draft Plan will be taken into consideration in the preparation of the final Trails Master Plan.

Preparation of final Trails Master Plan – following receipt of comments from the Client, stakeholders and interested community members, the final Trails Master Plan will be prepared and submitted to the Council for adoption. Should the Trails Master Plan be adopted, action should commence soon after, with funding to be sought for the immediate implementation of highest priority tasks identified in the Plan.

1.5 Definitions

From extensive discussions over many years in many states of Australia (and overseas) it is clear that numerous people have differing perspectives of what is – and what isn't – a "trail".

For this project to provide effective results it has been important to clarify the definition of a trail, and then to clarify what this definition included - and excluded - in the specific local context.

In Western Australia the definition of a trail has been as follows:

"A recreation trail is any corridor, route or pathway for recreational purposes such as walking, mountain biking or recreational horse riding - and which passes through or has a strong connection with the natural environment, open spaces and cultural heritage."

Bikewest (Department of Transport) provides the following definition of a "shared path" (formerly called a dual use path):

"A path signed for shared use by pedestrians and all classes of bicycle traffic using a common area."

1.6 Some Underlying Philosophies

Constructing and maintaining trails can be an expensive undertaking. The history of the development of trails in Western Australia has demonstrated that there is limited funding available for the construction of trails – and few, if any, funding programs provide money for the maintenance of trails.

The lack of maintenance has plagued the trails world in Western Australia. All too often the maintenance of a trail is left in the hands of some willing, enthusiastic and generally capable volunteer group but over time personnel in the volunteer group change or leave, enthusiasm wanes and focus may change. When this happens the trail surface deteriorates badly through erosion, vegetation becomes overgrown, trail signage disappears and brochures/leaflets become non-existent. The trail is no longer suitable for use. The expense and effort in developing the trail has been wasted.

It is imperative therefore that the proponents of trail projects be aware that over-ambitious trail development programs may fail due to limited availability of funds and other resources.

Care must therefore be taken to ensure the proposed trails network be thoughtfully put together.

In this regard, it is makes more sense to have a few QUALITY trails rather than a vast QUANTITY of poorly constructed, poorly maintained and little used trails.

When proposing a trails network, there fundamental questions must be answered:

1. *Where is the money going to come from?*
2. *Who is going to use the trail?*
3. *Who is going to maintain the trail?*

Proposing a long list of trails projects can be counter-productive. When faced with a daunting and expensive list of trail development or upgrading) projects, a community can often abandon plans for the trails network as it all becomes too hard.

It is therefore far more preferable to embark on a well-reasoned suite of trails – a program that can be accomplished over a 5-year or perhaps 10-year implementation period.

This Trails Master Plan therefore proposes a number of specific projects that have the potential to deliver solid and *real* benefits to the City of Cockburn. It recognises the

needs and demands of local residents in particular and visitors and it takes advantage of the diverse range of attractive landscapes and natural areas on offer.

This Trails Master Plan gives due regard to the financial capacity of the Council. It is more appropriate to embark upon a restricted program of activity – but one that is *achievable* – rather than overly ambitious and therefore not achievable.

1.7 The Benefits of Trails

Right across Australia the many benefits of well-planned and promoted trails are being recognised by a range of agencies such as those responsible for the management of parks, tourism departments, Local Governments and health organisations. It is now well recognised that recreation trails perform a number of highly beneficial roles in the broader community:

- ❖ They provide opportunities for low-key unstructured passive recreation for local residents and visitors alike;
- ❖ They are a valuable tourism attraction, especially when marketed well;
- ❖ They provide a significant economic benefit to communities where they are located. Users of the Bibbulmun Track, Western Australia's long distance walk trail, inject \$21 million/year into the Western Australian economy, a very good return on an initial one-off \$5 million investment for construction by the WA Government (Colmar Brunton 2004). The Riesling Trail (a 27 kilometre shared use rail-trail in South Australia) injects \$1.08 million per year into the Clare region (Market Equity 2004). Visiting trail users on the Mundaring trails network inject a total of \$10.39 million annually into the local economy (Jessop and Bruce 2001);
- ❖ They enable users to gain fitness and they foster general well-being;
- ❖ They can prompt the community to recognise and record its human and natural heritage;
- ❖ They can help bring together disparate groups within the community by providing non-threatening common ground;
- ❖ They can contribute to a sense of pride by highlighting what is good and rich and of value to the community;
- ❖ They yield significant health benefits both to the individual and society. In the USA a comprehensive health economics study showed every \$US1.00 invested in recreational trails for physical activity yielded a direct medical benefit of \$US2.94 (Wang et al 2005);
- ❖ They can help instil a conservation ethic amongst users;
- ❖ They can be a means of educating users about the attributes of an area, especially when good interpretation is a feature of the trail. High quality trailside interpretation can showcase the attributes of an area; and
- ❖ Trails can provide additional areas for recreational cyclists and walkers that link in with the existing shared paths that can be promoted via the TravelSmart Program at the City of Cockburn via the TravelSmart East and West Guides and TravelSmart programs.

1.8 Demand for Trails

The Australian Bureau of Statistics reports on the propensity of Australians to participate in leisure activities:

- 28.8% of survey respondents across Australia participated in walking (making it the most popular form of activity across the country); and
- 5.3% of survey respondents Australia participated in bushwalking (making it the 8th most popular form of activity across the country).

The difference between 'walking' and 'bushwalking' is interesting, and of some importance in the City of Cockburn. Trails are now seen to be a resource for the larger group (walkers), as much or more than they are for the smaller, more traditional bushwalking set. This usage by people who would not have considered themselves 'bushwalkers' drives much of today's trail development across Australia.

A number of survey-based studies are available which together give a consistent indication of participation levels relevant to trails-related outdoor recreation activities. These studies come from South East Queensland (SEQ) (1998, 2001 and 2006), South Australia (Adelaide and Adelaide Hills, and *Market Equity 2004*), and the ACT (*Lanyon Valley Community Needs and Facility Study*). These studies clearly establish that walking is the most popular trail-related activity, and is one of the most popular outdoor activities amongst all Australians. The surveys (taken together) show that walking is the activity undertaken by around 60% of respondents who undertook outdoor activities. It is likely to remain so as the population ages. Walking is the most popular activity for older people. Walking is also a popular activity for young parents.

In May 2004, the City of Geelong released its report on the City's activity profile. Entitled "Walking More: Walking Safely", the project focussed on walking generally rather than trail walking; its findings however add a significant dimension to the figures discussed above. Whilst it is not suggested that the recreation patterns for people in the City of Cockburn is identical to Geelong, it is worth noting the key findings (which add to the other studies noted above):

- Over 70% of respondents to the survey reported that they had walked in the previous two-week period. Geelong residents are more likely to walk than take part in any other sport, recreation or fitness activity. A quarter of those who had walked do so on a daily basis.
- Nearly 60% of those walking did so for fitness, exercise or health, with another 20% walking for enjoyment or leisure.

It is worth noting that cycling (on and off-road) is also very popular and is growing in popularity. The SEQ Regional Trails Strategy (2006) noted a strong demand for cycling in younger age groups (less than 30 years). This activity has grown dramatically in the last 20 years and now regularly accounts for between 15 and 30% of outdoor activities in the range of surveys undertaken.

Both walking and cycling have a core of participants who engage in their activity very frequently e.g. at least once or more per week.

The City of Cockburn has grown rapidly in the last few decades with significant residential development occurring. This growth, combined with the national trend of an aging population, will result in walking and cycling continuing to be in significant demand within the City from both residents and visitors.

How long do people spend on trails? A Victorian study (prepared for the Victorian Trails Strategy 2005 - 2010) found that there is a clear preference for shorter walk trails (up

to 6 kilometres and taking between 30 minutes and 2 hours to walk), on both metropolitan and 'remote' trails. The Market Equity work in South Australia supports this conclusion with 76% of walkers using trails for less than 2 hours. The Geelong project found that the average duration of a walk is 50 minutes (with the highest numbers walking between 21-30 minutes and 51-60 minutes).

Summarizing the known research data indicates the need to develop a trails network based on 'short' walk trails. This provision will respond to a continuing demand for such facilities from both residents and new residents and will importantly add a new element to the attractiveness of the region for visitors.

SECTION 2: THE 1999 COCKBURN TRAILS MASTER PLAN

2.1 Overview

The 1999 City of Cockburn Trails Master Plan (prepared by Maher Brampton Associates) provided a review of existing trails and the works required to upgrade them to a satisfactory standard. The 1999 plan also proposed a suite of new trails.

One task of this 2012 Trails Master Plan is to review the progress of implementation of the 1999 Trails Master Plan.

At that time (1999) the existing trails considered in the Trails Master Plan were:

- o The Coastal Dual Use Path
- o Kwinana Freeway Dual Use Path
- o Davilak Heritage Trail
- o The paths around Bibra Lake
- o Paths around Market Garden Swamps
- o The path around a portion of Lake Coogee
- o The path around a portion of Yangebup Lake
- o Parts of paths and trails built on the disused railway reserve, or alongside the operating freight railway line.

The proposed new trails, as set out in the 1999 plan, were:

- o Armadale-Fremantle Disused Railway Reserve
- o Ridge and Lakes Trail
- o Beeliar Lakes Trail (Eastern chain)
- o Tramway Reserve Trail
- o Kogolup Trail
- o Banjup Bridle Trail

Several new trails are recommended in this 2012 Trails Master Plan:

- o Denis De Young Reserve Trail
- o Shirley Bella Swamp Reserve Trail
- o Lyon Reserve & Eucalypt Banksia Woodland Reserve Trail

2.2 Progress of Implementation

2.2.1 The Coastal Dual Use Path

At the time of the writing of the 1999 Trails Master Plan a shared path extended along the coast through Coogee from South Beach, following the alignment of a former railway. The path terminated at Woodman Point.

Since 1999 several changes have occurred to the coastal path. The most dramatic is the development occurring at Port Coogee. This development has severed the coastal path, making the route discontinuous. The developers, by means of signboards, have indicated their timeframe for progressive completion of the development and the gradual re-instatement of the coastal pathway. Until full completion of the development, the coastal pathway will remain discontinuous or – at best – quite circuitous.

The re-alignment of Cockburn Road in Coogee – in conjunction with the Port Coogee development - has also had an impact on the coastal path.

Other, positive, improvements have taken place since 1999. A new red asphalt shared path has been constructed between South Beach and C Y O'Connor Beach. This standalone path is assessed in this suite of existing trails (and is called the North Coogee Coastal Trail).

In addition to that path, the Department of Environment and Conservation has also recently completed construction of new shared paths in the Woodman Point locality, paralleling the coastline and completing a loop/circuit around Woodman Point.

Further south, new shared paths have been constructed on the west side of Lake Coogee and through bushland as far south as Mt Brown. These paths have been constructed some distance away from the coast to avoid the Henderson Industrial Area.

The only discontinuities remaining are the area between C Y O'Connor Beach and Coogee Beach (through the Port Coogee development), a connection between Woodman Point and Lake Coogee and a connection south of Mt Brown (into the Town of Kwinana).

2.2.2 Kwinana Freeway Dual Use Path

Since the completion of the 1999 Trails Master Plan various improvements to the path alongside the Kwinana freeway have occurred. These include new grade separated crossings (mostly underpasses under on/off ramps), minor surface improvements, localised widening and a significant extension to the path in areas outside of the City of Cockburn.

The freeway shared path has not been audited in this project as its nature is such that it could not be described as a trail in terms of the definition included within this 2012 Trails Master Plan.

2.2.3 Davilak Heritage Trail

The Davilak Heritage Trail was constructed around 1988 as the City of Cockburn's contribution to commemoration of Australia's Bicentennial. It is located to the west of Manning Lake and is situated around and along the coastal limestone ridge. It was officially opened in April 1988. By 1999, due to neglect and vandalism it had become overgrown and eroded. The 1999 Trails Master Plan (TMP) recommended a major overhaul of the trail, including the following works:

- Upgrading existing trail re-surfacing with crushed limestone (2000 metres) including limestone fill, water bars (20), steps (40)
- A connecting path between the car park at Manning Lake and the trailhead (100m)
- Fencing
- Removal of old seats and installation of 5 new seats
- Installation of directional signs and track markers
- Installation of interpretive signage (5 panels)

The City of Cockburn committed \$40,000 to the repair of the Davilak Trail and the Australian Conservation Volunteers completed the works in February 2004.

Of the works set out in the 1999 TMP, the following appear to have been undertaken:

- Trail surface has been upgraded (new crushed limestone trail surface, water barriers to prevent erosion and limestone block steps).

- o Some renovation of the old bench seats
- o Some fencing and installation of management access gates

In 2011 further work was undertaken on the trail and some of this work will carry over into 2012. Works include: resurfacing the trail, building retaining walls, seat upgrades, construction of an entry statement, installation of signage and construction of a path linking the trail with the car park at Manning Lake to improve accessibility. This work was supported by funding from Lotterywest and the City of Cockburn.

Whilst these works have certainly improved the trail, it still requires the installation of directional signage, interpretive signage and some other aesthetic improvements. These are detailed in the 'action plan' for the trail.

This trail has outstanding potential, with sweeping views from the three lookouts. However, the absence of any interpretation along the trail, particularly at the lookouts, undermines this potential. One of the main improvements for this trail is the installation of interpretive panels long the trail and at the lookouts.

A return loop taking users past the ruins of Davilak House and other significant sites is strongly recommended.

Interpretation suggested for this trail is set out in Section 5.

2.2.4 Paths around Bibra Lake

At the time of the writing of the 1999 TMP, a concrete path completely encircled Bibra Lake. The TMP stated that *"as most of these are dual use paths built of either concrete or asphalt it is considered inappropriate to individually report on each of them in a recreation Trail Master Plan."* The TMP also stated that *"a Management Plan for the Beeliar Regional Park is currently being prepared, and the proposals for recreation trails throughout the park should be incorporated into that planning process"*.

The intention of the 1999 TMP was that the existing pathway on the western side of the lake be incorporated into a linear north-south trail alongside several of the lakes and that it be called the Beeliar Lakes Trail. 1999 TMP did not envisage the circuit around Bibra Lake being designated as a stand-alone trail.

Accordingly, the 1999 TMP recommended the following works:

- o Installation of distance/direction signs (between Northern boundary of City of Rockingham) to Osprey Drive (near Yangebup Lake); and
- o Installation of interpretive signage for this section (4 panels).

No additional trail/path construction in this section was required.

Recently, the City of Cockburn has constructed hundreds of metres of new shared path around Bibra Lake. This 2012 TMP proposes that the loop path around Bibra Lake be promoted as a stand-alone trail and several enhancements (including installation of interpretation) are recommended.

Interpretation suggested for this trail is set out in Section 5.

2.2.5 Path around Market Garden Swamps

As with the paths around Bibra Lake, the 1999 TMP envisaged some of the existing paths around the Market Garden Swamps to be linked together to become part of a broader trail: the *Ridge and Lakes Trail*.

The 1999 TMP noted: *"A number of dual use paths exist in the vicinity of the lakes and swamps, though the network is not continuous. There are a number of small missing links that require construction, as well as significant trail construction on the west and north sides of Lake Coogee."*

The intention of the 1999 TMP was that existing paths and trails along the limestone ridge (including the Davilak Heritage Trail) and alongside the western chain of lakes and swamps be incorporated into a linear north-south trail and that it be called the *Ridge and Lakes Trail*. 1999 TMP did not envisage the paths around the Market Garden Swamps being designated as a stand-alone trail circuit.

Accordingly, the 1999 TMP recommended the following works:

- 1800 metres of new trail construction between Troode St and West Churchill Ave (east side of Lake Coogee)
- The installation of seats in various locations along this entire trail
- Installation of distance/direction signs in various locations along this entire trail
- Installation of interpretive signage in various locations along this entire trail

Since the preparation of the 1999 TMP, the Cable Water Ski Park has gone and new residential development has occurred. Additional paths around the Market Garden Swamps have been constructed.

This 2012 TMP proposes that the loop paths around the Market Garden Swamps be promoted as a stand-alone trail, and several enhancements (including installation of interpretation) and some new segments of path are recommended.

Interpretation suggested for this trail is set out in Section 5.

2.2.6 Path around Lake Coogee

Similarly to the paths alongside the Market Garden Swamps, the intention of the 1999 TMP was that existing paths and trails along the limestone ridge (including the Davilak Heritage Trail) and alongside the western chain of lakes and swamps be incorporated into a linear north-south trail and that it be called the *Ridge and Lakes Trail*. 1999 TMP did not envisage the paths around Lake Coogee being designated as a stand-alone trail circuit.

As with the Market Garden Swamps paths, the 1999 TMP recommended the following works:

- 1800 metres of new trail construction between Troode St and West Churchill Ave (east side of Lake Coogee)
- The installation of seats in various locations along this entire trail
- Installation of distance/direction signs in various locations along this entire trail
- Installation of interpretive signage in various locations along this entire trail

Since the preparation of the 1999 TMP, new paths around Lake Coogee have been constructed and a loop trail around the lake is nearly complete.

This 2012 TMP proposes that a circuit trail around Lake Coogee be promoted as a stand-alone trail, and several enhancements (including installation of interpretation) and some new segments of path are recommended.

Interpretation suggested for this trail is set out in Section 5.

2.2.7 Path around portion of Yangebup Lake

In 1999 there was no complete circuit trail or pathway around Yangebup Lake. At that time a path existed along the northern boundary (Osprey Drive) and along the southern boundary (along the Yangebup Road alignment).

The 1999 plan recommended the following works:

- Trail construction (west side) Yangebup Lake (spreading crushed limestone and spreading and rolling asphalt onto existing fire access trail: 1200m)
- Installation of distance/direction signs
- Installation of interpretive signage

Now, in 2012, a sealed pathway completely encircles Lake Yangebup. In fact, two designated trails have been mapped indicating routes that local people can follow if exercising.

Interpretation suggested for this trail is set out in Section 5.

2.2.8 Armadale-Fremantle Disused Railway Reserve

At the time of the preparation of the 1999 Trails Master Plan some segments of pathway already existed within or alongside the disused railway reserve. Unfortunately some sections of the reserve have now been developed which makes a contiguous trail difficult to develop.

It is recommended that this trail be removed from this plan and be re-visited in the future when the need for trails and ecological corridors take preference over development.

2.2.9 Ridge and Lakes Trail

The 1999 Trails Master Plan envisaged a walk trail along the limestone ridge and western chain of lakes (and wetlands and swamps) from Rockingham Road in the north as far south as the City of Cockburn's southern boundary in Henderson.

Sections of this trail recommended in 1999 have been constructed – notably the path along the western side of Lake Coogee and the path south of Lake Coogee as far as Mt Brown. The connecting path between the Market Garden Swamps and Lake Coogee has also been completed.

However, given the major roads and road realignments that have occurred since 1999, the growth of residential development and the numerous other trail opportunities that are now available, a much abbreviated Ridge Trail is now recommended.

Given the range of new trail projects suggested in this 2012 Trails Master Plan, the intent of the 1999 Ridge and Lakes Trail has now been surpassed by other trail projects. The 2012 Plan recommends a more contained Ridge Trail focussing on the limestone ridge north and south of Manning Lake.

Interpretation suggested for this trail is set out in Section 5.

2.2.10 Beeliar Lakes Trail (Eastern Chain)

The 1999 Trails Master Plan envisaged a shared path (catering for cyclists and walkers) following alongside the (eastern) chain of lakes that included North Lake, Bibra Lake, South Lake, Little Rush Lake, Yangebup Lake and Kogolup Lake.

At the time of preparation of the 1999 Plan, some sections of the trail were already in place. Missing were paths/trails alongside Little Rush Lake, Yangebup Lake and around Kogolup Lake.

Since 1999 some additional sections of path have been completed, older paths have been replaced and limestone trails constructed to provide added length to the route. Several missing sections are yet to be completed. These are:

- Connection between the southern end of Bibra Lake and South Lake (across North Lake Rd).
- Path along the eastern side of South Lake.

- o Connection across railway between South Lake and Little Rush Lake.
- o Connection between southern end of Yangebup Lake and Kogolup Road (across Beeliar Drive).

This trail is still relevant, as it provides a lengthy walk or cycle along the chain of lakes, and the various circuit trails that already exist (or are proposed) for each of the lakes in the chain.

Interpretation suggested for this trail is set out in Section 5.

2.2.11 Tramway Reserve Trail

The idea for the development of a recreation trail along the Tramway Reserve has been around since at least 1987 when the then State Planning Commission carried out an extensive research project into the land tenure and potential for a trail.

Since that time several short sections of trail/path within the Tramway Reserve have been constructed. Sections of the trail have been built within the City of Rockingham (in Baldivis) and in the Town of Kwinana (through the Spectacles). The Town of Kwinana has a recently prepared trail development plan guiding the future development of the Tramway Trail within its boundaries.

Currently, the City of Rockingham is giving focus to the extension of the recreation trail within its section of the Tramway Reserve.

Within the City of Cockburn a 1.3km section of path/trail has been constructed alongside Branch Circus, from "Wedge Rd" to Willerin Loop (in the Boronia Estate).

Though only a comparatively short section of path/trail exists within the City of Cockburn, the completion of the long-proposed Tramway Trail should be regraded as a regional priority project, and that will involve ongoing consultation and collaboration with the Town of Kwinana and the City of Rockingham.

This 2012 Trails Master Plan provides detail on what remains to be constructed within the City of Cockburn.

2.2.12 Kogolup Trails

The 1999 Trails Master Plan recommended the development of two trails in the Kogolup Lake area: a Kogolup Lake Bridle Trail (servicing the large horse riding population that existed in the area at that time) and a Kogolup Dual Use Trail which was to become a component of the proposed Beeliar Lakes Trail.

Since the preparation of the 1999 plan, trails and paths have been developed in the vicinity of the area. The proposed bridle trail has not been developed and it is certain that it will not be as the area around the lake is now part of the Beeliar Regional Park.

Two 'walk trails' have been developed which include routes through the Regional Park in the western section of the Kogolup Lake reserve: the Preissiana Walk Trail and the Marginata Walk Trail. Both these trails involve a substantial length through the adjoining residential area of Beeliar.

Interpretation suggested for this trail is set out in Section 5.

2.2.13 Banjup Bridle Trail

There appears to have been no progress of implementation of the proposed Banjup Bridle Trail. In fact, the potential for development of a bridle trail in this location is now more difficult, given the gazettal of the Jandakot Regional Park, the intensification of development in the area and the ongoing development of the road system and increasing traffic levels on roads. It is suggested that this trail be removed from the master plan.

2.3 Audit/Assessment of Existing (Recognised) Trails

Only trails that are regarded as being 'recognised' have been assessed during the preparation of this Trails Master Plan. 'Recognised' means that the trail has some or all of the following characteristics:

- Recognised by the land manager (eg. DEC, City of Cockburn);
- Signposting (trail directional markers; trailhead signage; interpretive signage); and
- Mapping (such as a map contained within a management plan, trail brochure or fire response plan).

The list of existing trails is based on information from a number of sources:

- ❖ Information supplied by various stakeholders;
- ❖ Information brochures and trail maps;
- ❖ Trails/paths observed during field work;
- ❖ Information provided by members of the community; and
- ❖ Input from City of Cockburn staff.

The assessments and audits were undertaken in the period December 2009 to February 2010. Each existing trail was walked or cycled and comprehensive notes and distance measurements taken during those assessments. The improvements and enhancements determined as a result of the assessments form the basis of the recommended works lists set out in this Trails Master Plan.

The existing trails of the City of Cockburn are as follows:

Table 2.2.1 – Existing Trails – City of Cockburn

	Trail Name	Location	User group	Land tenure	Trail Manager	Comments (brochure, interpretation, etc)	Condition (standard of construction, level of maintenance)	Length	Difficulty (grades, etc)
1	Mt Brown Lookout Trail	Beeliar Regional Park, Cockburn Rd	Walkers and cyclists	Beeliar Regional Park	DEC	Good information at trailhead. No brochure. Some old interpretation at summit. No interpretation along trail.	All uphill to summit. Loose sand and limestone. Is soon to be sealed to be suitable for cyclists.	2.22km return	Grade 2/3. Moderately difficult.
Interpretive panels: none along trail. Some general information about Beeliar Regional Park (and walks in the area) at trailhead. At lookout, interpretation of general development in the region; and the nearby Kwinana Industrial Area.									
2	Ancient Coastline Track	Henderson Cliffs, Cockburn Road	Walkers	Beeliar Regional Park	DEC	Very short walk, but interesting. Some basic interpretation at trailhead. Good lookout platform.	New and well constructed. Perhaps could be made longer.	270m loop	Easy – Grade 2 (not all wheelchair friendly. Grade 1 to lookout).
Interpretive panels: One at trailhead (about the trail and other trails in the area). No information about the cliffs. Very small amount about Nyoongars.									
3	Davilak Heritage Trail	Manning Park, Hamilton Hill	Walkers	Beeliar Regional Park	City of Cockburn	Very old brochure. No interpretation along trail. Recently upgraded, but still needs enhancement. Return loop from viewpoints required.	Well constructed trail surface, with limestone block steps and water bars. Needs regular maintenance.	1.08km each way	Moderately steep climb to lookouts. Grade 2.
Interpretive panels: No on-site interpretation along this trail.									
4	North Lake Circuit	Progress Drive, North Lake	Walkers and cyclists	Beeliar Regional Park	DEC	No brochure. No on-trail interpretation. Pleasant experience that could be enhanced. Better access to lake is needed (boardwalk and/or bird hide) and interpretation needed.	Trail is wide (like a road) in places. Good trail surface.	2.4km loop	Easy, flat. Grade 2.
Interpretive panels: No on-site interpretation along this trail.									

5	Bibra Lake Circuit	Progress Drive, Bibra Lake	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. No on-trail interpretation. Circuit is very well used by cyclists, joggers, walkers and parents with strollers.	High quality (and wide) path – much of it very new. Recently refurbished boardwalk and bird hide.	6.25km loop	Easy, flat, Grade 1 (suitable for disabled use).
Interpretive panels: No on-site interpretation along this trail. Some general bird signage at trailhead.									
6	Market Garden Swamp Circuit (North)	Troode St, Spearwood	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. Some interpretation. DUP and concrete paths form a circuit around swamps. Limited views of lake/swamp. Experience could be enhanced.	Good quality paths. Well maintained grassed and picnic areas.	3.01km loop	Easy. Grade 1 (suitable for disabled use).
Interpretive panels: Interpretive panel on frog life cycle.									
7	Market Garden Swamps Circuit (South)	Troode St, Spearwood	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. Some interpretation. Map panel of 'be active' walk. DUP and concrete paths form a circuit around swamps. Limited views of lake/swamp. Experience could be enhanced by completion of southern-most circuit.	Good quality paths. Well maintained grassed and picnic areas.	2.0km	Easy and flat. Grade 1.
Interpretive panels: 1. Salt water meets fresh water. 2. About not feeding birds. 3. History of Market Garden Swamps.									
8	Lake Mt Brown Circuit	Cockburn Rd, Henderson	Walkers and cyclists	Beeliar Regional Park	DEC	Good information at trailhead. No brochure. No interpretation along trail. Lake is some distance from trailhead.	High quality path to lake, then rough limestone trail around lake, with limited views of lake.	5.16km total	Part Grade 1 – Part Grade 2.
Interpretive panels: No on-site interpretation along this trail. Some general information about Beeliar Regional Park (and walks in the area) at trailhead.									
9	Yangebup Lake Trail No. 2 (Blue)	North Lake Rd, Yangebup	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. Some trailhead signage, though no actual trailhead (parking area). Several interpretive signs	Paths in good condition. Well maintained paths.	4.23km loop	Grade 2. One steep section is not

						along trail.			disabled friendly.
Interpretive panels: 1. Panel about local birds (birds of prey). 2. Lake of Life (turtles and biodiversity). 3. Effecting change (reducing pollution of lake). Also, three "Beeliar Wetlands Heritage Trail" artworks. Panel with general information about the lakes and use by aboriginal people.									
10	Yangebup Lake Trail No. 1 (Yellow)	Osprey Rd, Yangebup	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. Some trailhead signage, though no actual trailhead (parking area). Several interpretive signs along trail.	Path section in good condition. Much of trail uses perimeter firebreaks.	2.95km loop	Some of trail is Grade 1 (wide flat path); and Grade 3 – sandy firebreak.
Interpretive panels: 1. Man's Best Friend (about dogs and impact on local wildlife).									
11	Little Rush Lake Circuit	Grassbird Loop, Yangebup	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. Some trailhead signage, though no actual trailhead (parking area). Several interpretive signs along trail.	Path section in good condition. Some trails running parallel to North Lake road are still crushed limestone.	1.68km loop	Easy – Grade 2. Not all sealed.
Interpretive panels: 1. Busy Bills and Fancy Feet (water birds and bush birds). 2. Snakes of the area. 3. Bats. 4. Local Heroes (waterbirds). 5. Long Way Round (migratory birds). 6. Life on the Fringe (fringing vegetation). Three "Beeliar Wetlands heritage Trail" artworks (The Guardians; Waugal; Time Poles).									
12	Lake Coogee Circuit	Fawcett Rd, Coogee	Walkers and cyclists	Beeliar Regional Park	City of Cockburn	No brochure. Coogee Heritage Marker is only interpretation along trail. Bird hide with no ID panels or interpretation.	Circuit currently uses road for several hundred metres. Parts of existing path in poor condition and needs replacing.	4.67km loop	Grade 2 – several steep sections not suitable for wheelchair use.
Interpretive panels: Coogee Heritage Marker (Pensioner Guards). Memorial wall with Enrolled Pensioner Guard mosaic. Sign at well used by Enrolled Pensioner Guard.									
13	Kogolup Lake (Preissiana and Marginata Walk Trails)	Branch Circus (near Hammond Rd), Beeliar	Walkers (mainly)	Beeliar Regional Park and public roads	DEC	No brochure. Some 'trailhead' map panels. Parking areas available. On-path directional signage. Some interpretive signage.	Paths and trails are well constructed and maintained, but much of trails are through residential areas, utilising roadside	Preissiana Walk Trail is 6.9km; Marginata Walk Trail is 4.1km	A mix of grades, Grade 1 through to Grade 5.

							paths.		
Interpretive panels: 1. Panel about birds (suggesting dogs stay on leads). 2. "Biological bulldozer" interpretive panel (dieback/weeds).									
14	Manning Lake Circuit	Azelia Drive, Hamilton Hill	Walkers	Beeliar Regional Park	City of Cockburn	No brochure. Some interpretive signage. Circumferential path needs to be completed to maximise use of the area. Well used area which is full of history. More interpretation needed.	Paths and adjoining picnic areas well maintained.	1.68km loop	Grade 2. Would be Grade 1 if there was a sealed path all the way around the lake.
Interpretive panels: 1. Panel about (not feeding) birds.									
15	North Coogee Coastal Trail	CY O'Connor Beach to South Beach, North Coogee	Walkers and cyclists	Public reserve	City of Cockburn	No brochure or signage to pathway. Coastal path is poorly promoted. Extensive views over beach and Cockburn Sound. Sculptures, but no interpretive panels.	New path in excellent condition. Not suitable for wheelchairs in some locations due to steepness.	1.74km one-way	Grade 2. Path is hilly and steep in a few locations.
Interpretive panels: No on-site interpretation along this trail. However, "Human Race" sculpture. CY O'Connor "Horse and Rider" statue in water.									
16	Woodman Point Circuit	Nyerbup Circus (off Cockburn Rd), Munster.	Walkers and cyclists	Woodman Point Regional Park	DEC (Note: City of Cockburn is responsible for paths within Coogee Beach)	No brochure, or promotional signage. New paths now almost create a loop trail (that will require signage) and promotion. Area is very popular. Some interpretation.	Some very new paths in excellent condition, as well as some older paths.	7.72km loop	Grade 2 (due to several hilly sections and steepness of path in some locations).
Interpretive panels: 1. Revegetation; 2. Coastal bushland; 3. Clarence townsite.									
17	Coastal Pathway	South Beach to Mt Brown	Walkers and cyclists	Public reserve; Woodman Point Regional Park; and Beeliar	DEC; and City of Cockburn	No brochure. Poor directional signage. Path is discontinuous (and now severed by ongoing residential development). Completion of path is required, and promotion and signage required. Some	Condition of path varies according to time of construction. Some old segments; some new segments.	Discontinuous	Varies – Generally Grade 1 and 2.

				Regional Park		interpretation on some segments of path.			
Interpretive panels: No on-site interpretation along this trail (other than those on other stand-along segments of the pathway).									
18	Thomsons Lake Circuit	Russell Rd, Success	Walkers	Beeliar Regional Park	DEC	No brochure or known promotion. Good trailhead facilities off Russell Rd (at southern end). Most attractive part of Nature Reserve is NE quadrant, well away from Russell Rd trailhead.	Very sandy tracks, passing through some uninteresting topography devoid of much vegetation. Known dieback in reserve.	6.35km	Grade 3 - sandy tracks
Interpretive panels: No on-site interpretation along Lakeside Circuit. Interpretive shelter at Russell Rd trailhead about lake habitat (frogs; reptiles; mammals; birds; plants). Panel about "Fences and Ferals". There is a map of the various 'tracks'.									
19	South Lake	Bushland Ridge,	Walkers	Beeliar Regional Park	DEC	No brochure. Some excellent indigenous interpretation near Bushland Ridge at western side of reserve.	Some crushed limestone tracks; but mostly deep sandy firebreaks (at present).		Grade 2 and 4.
Interpretive panels: (6). Connections of Our Spiritual Dreaming (x2); The Footprints of the First People, Our Ancestors; Living with the Land (x2); The Rainbow Serpent.									
20	Denis De Young	Liddelow Road, Banjup	Walkers	Jandakot Regional Park	City of Cockburn	No brochure. Some signage warning of dieback, dogs on leash etc.	Many crushed limestone tracks.	6.4 km	Grade 2
Interpretive panels: No on-site interpretation along this trail.									
21	Shirley Bella Swamp	Tapper Road, Atwell	Walkers	Jandakot Regional Park	DEC	No brochure. Limited signage	Some crushed limestone tracks; but mostly deep sandy firebreaks (at present).	2.6 km	Grade 2 and 4.
22	Banksia Eucalypt Woodland	Lyon Road Aubin Grove	Walkers	Public Reserve	City of Cockburn	No brochure. Some signage in Eucalypt Banksia Woodland Reserve	Crushed limestone on perimeter		

	Reserve						firebreaks in northern areas, asphalt on main paths.		
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Note: Trails have been graded using the Australian Standard 2156.1 - 2001 Walking Tracks and Classification.

2.4 Mountain Biking Opportunities in the City of Cockburn

There is a growing call in the Community for the provision of mountain biking trails. In considering mountain biking opportunities, it was observed that the City of Cockburn does offer scope for mountain biking however the limitations of the budget did not permit investigation of suitable places for the trails to be located.

In seeking suitable (future) locations for mountain biking trails, there are several locational requirements that should be born in mind:

- Variety of topography (including scope for cross-country and perhaps downhill).
- Well vegetated.
- Tracts of publicly owned land.
- Close proximity to residential areas (to enable young riders without access to cars to easily ride to the MTB park).
- Close to public transport (ideally, close to a railway station).

Generally speaking, mountain biking trails should be planned as a regional resource. There are many types of mountain biking trails (from easy to difficult) to cater for the wide range in the skills of people cycling in off-road situations.

The advantage of a cluster of MTB trails of varying difficulty is that inexperienced mountain bikers can start on the easiest trails and graduate to more and more difficult trails as their skills and confidence improves. IMBA (the International Mountain Bicycling Association) states that trail systems must serve the needs of multiple user groups and take environmental and geographic factors into account, as well as creating good experiences for diverse visitors.

There are several of these mountain biking parks throughout Australia including the Goat Farm in Perth (Greenmount), Mount Stromlo in Canberra, Eagle Mountain Bike Park Nest in Adelaide and the Forrest Mountain Bike Park in Victoria. Building one single-track or one mountain biking trail in the City of Cockburn would not cater for the wide range in demand. It would serve a very limited market and would in a short time become unused. For example, the Eagle Mountain Bike Park in the Adelaide Hills provides a network of trails that cater for a variety of mountain bike disciplines and abilities.

- Approximately 21kms of cross country trails
- A specifically designed downhill trail
- A skills development park
- A jumps park
- A trials area

A suitable location for such a facility would need to be found in the South West Corridor that would cater for enthusiasts from the City of Cockburn and, potentially, mountain bikers from the Town of Kwinana, City of Rockingham, City of Mandurah and right across



The Forrest Mountain Bike Park in the Otway Ranges in Victoria features 15 mountain bike trails – ranging from "Easy" to "Very Difficult" thereby catering for the diverse range of skills and experience of cyclists who desire an off-road experience.

the metropolitan region. Proximity to a railway station will increase usage from riders from distant locations.

What would be ideal is for a group of like-minded local governments (and land managers) in the south west corridor to work together to determine the most appropriate area for a 'cluster' or 'nest' of mountain biking trails: a "mountain biking park". The study would identify demand for the facility and then to investigate options for the location of such infrastructure, the feasibility of developing the facility and how it would be managed.

2.5 Mapping Existing & Future Trails

The accompanying plans (see Appendix 2) illustrate the range of existing and proposed non-motorised trails in the City of Cockburn.

SECTION 3: PROPOSED TRAILS AND COSTS

3.1 Review of Key Outcomes

This Trails Master Plan sought a number of outcomes, including:

- An inventory of existing non-motorised recreation trails;
- Identification of future trail opportunities; and
- Determination of a costed, prioritised and staged series of trail projects.

3.2 Assessment Criteria

The key elements considered in the determination of trail opportunities were:

- Trail demand - the majority of users are seeking short trail opportunities (as discussed earlier). Though they are very difficult to quantify, the health benefits to be gained by increasing the propensity of local people to exercise and get fit on local trails and pathways should not be underestimated as part of the demand consideration;
- Stakeholder and Project Management Committee input;
- Value for money (recognising that there will be limited budget). Trail projects should look to provide value for money and a good return on the investment made by the Council and other land managers. High quality, well built, well maintained and well promoted trails highlighting the best features of the City of Cockburn is preferable to a large number of poor quality trails badly constructed and not maintained. Where appropriate, trail projects should build on existing trails, and broader recreation and other community facility investments;
- Opportunity for linkages with other trails within the City of Cockburn (and opportunities to link with trail projects in neighbouring local governments);
- Practicalities of trail development – costs, land tenure and access, environmental issues, cultural issues, funding possibilities, possible (on-going) community support and the possibility of opposition, and the safety of users;
- User experience. Trails have to provide a high quality user experience or else people will not use them or will not come back – word of mouth is a much stronger advocacy tool than marketing strategies. The trail projects need to ensure a high-level user experience; and
- Key background documents and already adopted strategies of the City of Cockburn.

Assessment of each of the existing trails was done in a broad sense against all these criteria as well as against a number of specific individual criteria. (See Trail Audit Sheets in Appendix 1). Combined with the field assessment, consideration of these elements allows the determination of trail projects.

3.3 The Trail Projects

A number of projects present themselves as capable of matching the outcomes sought by the City, and making the most of the opportunities that are available in the City of Cockburn. These projects build on known success-stories (well-packaged short walk trails), seize opportunities (heritage; wetlands and lakes; high points with views) and offer outcomes for both locals and visitors to the municipality.

Project a) – Davilak Heritage Trail

The Davilak Heritage Trail has undergone recent upgrading and the trail from Manning Lake up to the two highest lookouts is now in good condition. However, despite the relatively recent upgrading the trail is in need of further enhancement. At present the trail is an 'out and back' experience, with users having to retrace their steps back to the commencement point. (A return loop has been identified in the "Walking in the City of Cockburn" booklet but this return loop is in poor condition, uninteresting and probably subject to being disrupted by future road projects). [See Plan a].

A new return loop which takes users past the ruins of Davilak House and its outbuildings is recommended, giving weight to the actual name of the trail. The accompanying trail map illustrates the recommended trail route.

Interpretive subjects for this trail are set out in Section 5.

The project budget includes an allowance for:

- Construction of a crushed limestone trail following existing sandy tracks.
- The cutting of a new trail through bushland to avoid the busy access road in to Manning Lake parklands. This would be subject to a detailed vegetation site assessment.
- Construction of limestone block steps along the trail.
- Various upgrading and improvement works at the existing lookouts.
- Construction of a small viewing platform overlooking the ruins of Davilak House.
- Installation of directional markers and trailhead signage.
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels).

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project a): Davilak Heritage Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at location of old Heritage Trail sign.	3,000
2. Install promotional signage (double-sided) at corner of Hamilton Road/Azelia Rd and Davilak Ave/Rockingham Road.	500
3. Install special sign at trail junction pointing to "Eastern Lookout 140m" with arrow, and arrow and sign pointing to "Western Lookout 100m" with arrow.	500
4. Install interpretive panels (see separate list). (Allow for 10 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	18,000
5. Install 'cladding' on safety railing (16m) at "Cultural Council Lookout".	2,000
6. Install "directional dial" on Eastern Lookout (see topics in Section 5).	4,000
7. Install "directional dial" on Western lookout (see topics in Section 5).	4,000
8. Repair wall of seating area at Western Lookout.	500

9. Repair seating (9m x 0.5m) at Western Lookout.	800
10. Install 5m safety railing on western steps platform at Western Lookout.	1,000
11. Install shade shelter or steel shade shelter over Western Lookout.	5,000
12. Replace 3 missing bricks on steps at Western Lookout.	100
13. Construct 2 steps on south side of platform at Western Lookout.	1,500
14. Construct 6 limestone block steps.	1,200
15. Construct 4 limestone block steps.	1,200
16. Construct 12 limestone block steps over rocky track.	800
17. Stabilise and construct 320m stabilised limestone trail surface	7,400
18. Construct 160m stabilised limestone trail surface past ruins.	3,200
19. Clear and level ground and construct viewing platform (3m x 2m) overlooking ruins of Davilak House.	5,000
20. Construct pedestrian crossing and 50m new trail to east of access road.	3,000
21. Install trail directional markers (with arrows) on posts (17).	2,250
22. Construct wooden steps from access road up to Eastern Lookout	140,000
Sub-Total	\$204,950
Contingency allowance (10%)	\$20,495
Sub-Total	\$225,445
10% GST	\$22,545.50
Total (including GST)	\$247,989.50

Project b): Mt Brown Lookout Trail

The walk to the summit of Mt Brown is reasonably long and arduous, following a wide crushed limestone vehicle track. Once at the summit the views are outstanding.

This project involves a number of smaller improvements to make the uphill walk a more pleasant and rewarding experience. [See Plan b].

It is understood that the Department of Environment and Conservation is planning to seal the track with an asphalt surface enabling it to be also used by cyclists. The asphalt surface will make walking to the summit easier and more pleasant.

The project budget includes an allowance for:

- Minor improvements (seating; directional signposting, etc).
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project b): Mt Brown Lookout Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage in car park.	3,000
2. Clear vegetation from in front of "Advance Warning" sign on north side.	50
3. Install "advance warning" (ie. promotional sign) on Cockburn Rd – south side.	500
4. Install trail directional markers with arrows (and distance plates). (8)	1,200
5. Install 2 bench seats along trail.	1,200
6. Install interpretive panels (see separate list). (Allow for 6 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	10,800
Sub-Total	\$16,750
Contingency allowance (10%)	\$1,675
Sub-Total	\$18,425
10% GST	\$1,842.50
Total (including GST)	\$20,267.50

Project c): Henderson Cliffs Trail (Ancient Coastline Track)

The short walk to and along the cliffs at Henderson is suitable for most people. Given the spectacular nature of the cliffs, and excellent views up and down the coastline, it is proposed that the short trail be enhanced by placement of a seat to enable users to sit and relax and take in the view. Additional interpretation is also recommended.

The proposed interpretive panel should provide detailed information on the formation of the cliff. [See Plan c].

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project c): Henderson Cliffs Trail (Ancient Coastline Track)

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage in car park near commencement of path to lookout (alongside existing DEC panel).	3,000
2. Install 1 bench seat along trail (at most northerly point of trail).	700
3. Install "advance warning" (ie. promotional sign) on Cockburn Rd – south side.	300
4. Install interpretive panel (subject: detailed information on the formation of the cliffs, etc). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	1,800
5. Install 2 trail direction markers with arrows.	300
Sub-Total	\$6,100
Contingency allowance (10%)	\$610
Sub-Total	\$6,710
10% GST	\$671
Total (including GST)	\$7,381

Project d): North Lake Circuit

This project involves a number of minor enhancements to the existing crushed limestone trail around North Lake. [See Plan d].

The most notable enhancements proposed are a boardwalk and a bird hide, on spurs off the main trail, to enable trail users to get close to the lake's edge to enjoy views of the lake and the bird life.

As is the case for all the recommended trails in the City of Cockburn, it is proposed that trailhead and directional signage along the trail be consistent.

The project will include the following elements:

- Construction of boardwalks and bird hide.
- Installation of promotional, trailhead and directional signage.
- New interpretive signage.

Interpretive subjects for this trail are set out in Section 5.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimate for Project d): North Lake Circuit

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at trailhead car park on Progress Drive.	3,000
2. Install trail directional markers on posts with arrows (11).	1,650
3. Install promotional signage (double-sided) at corner Farrington Road / Progress Drive; North Lake Rd/ Farrington Rd; North Lake Rd / Bibra Dr; Bibra Dr / Progress Dr and double-sided fingerboard at entrance to trailhead.	2,200
4. Construct 8m shared path connecting car park and existing path.	1,200
5. Construct 35 metres embankment or boardwalk (on east side of lake).	3,500
6. Construct bird hide at end of proposed embankment/boardwalk.	3,000
7. Install interpretive panels (see separate list). (Allow for 8 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	14,400
Sub-Total	\$28,950
Contingency allowance (10%)	\$2,900
Sub-Total	\$31,850
10% GST	\$3,190
Total (including GST)	\$35,040

Project e): Bibra Lake Circuit

A considerable amount of upgrading of, and extensions to, the existing shared paths around Bibra Lake and a refurbishment of the boardwalk and bird hide has recently taken place.

This project also involves a number of minor enhancements, the most notable being the installation of promotional, trailhead and directional signage, and the installation of new interpretive signage. An interpretation signage strategy is also being developed by the City of Cockburn and should incorporate some of the suggestions detailed below.

A short section of path is required to ensure connectivity between two sections of new shared path. [See plan e].

Interpretive subjects for this trail are set out in Section 5.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimate for Project e): Bibra Lake Circuit

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 4 locations: at trailhead on Progress Drive; at parking area near corner of Progress Drive and Bibra Drive; at Cockburn Wetlands Education Centre and at parking area on Bibra Drive (north of Parkway Road).	12,000
2. Install promotional signage (double-sided) at corner Farrington Road / Progress Drive; North Lake Road / Farrington Road; Bibra Drive / Progress Drive; North Lake Road / Bibra Drive and double sided fingerboard at entrance to trailhead on Progress Drive.	2,200
3. Install trail directional markers on posts with arrows with distance plates. (12)	1,800
4. Construct 25m shared path to provide a connection between existing (recently constructed) paths.	3,750
5. Install additional "Please Share" signage (x3).	600
6. Install interpretive panels (see separate list) including panels on existing (old) bird hide. (Allow for 12 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	21,600
Sub-Total	\$41,950
Contingency allowance (10%)	\$4,195
Sub-Total	\$46,145
10% GST	\$4614.5
Total (including GST)	\$50,759.50

Project f) – Market Gardens Swamp Circuit (North and South)

The recent residential development around the Market Garden Swamps has facilitated the construction of several kilometres of concrete and bitumen shared paths alongside the swamps/lakes. Currently some small loops are possible. It is expected that with further residential development, particularly at the southern end, further opportunities will become available for extensions to the existing path network.

Minor improvements are recommended for the existing path network, including trailhead, promotional, directional and interpretive signage. [See Plan f].

This project also involves the construction of bird hides to enable trail users to more fully appreciate the wildlife of the swamps that, from many parts of the existing pathway network, are currently obscured.

Connection of the path networks of Market Garden Swamp North and Market Garden Swamp South by a safe crossing of Troode Street is also recommended. Connecting the two path networks will provide a much larger circuit and provide opportunities for trailhead parking (which is absent from the Market Garden Swamp North area).

The trail should also link with the trail around Lake Coogee which is further south. This may be facilitated by the new development occurring in this area. A small connecting path to Mayor Road has already been constructed from Lake Coogee close to Hamilton Road.

Interpretive subjects for this trail are set out in Section 5.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project f): Market Gardens Swamp Circuit (North and South)

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at (recommended) trailhead on Leschenault Bvd.	3,000
2. Install promotional signage (double-sided) at corner Rockingham Road / Troode Street, Troode Street / Leschenault Bvd and single sided fingerboard on Leschenault Bvd (opposite trailhead).	1,200
3. Install trail directional markers on posts with arrows. (Allowance for 40)	6,000
4. Construct 2 new kerb ramps across Troode Street, at junction of Troode St and Leschenault Bvd.	800
5. Construct 2 new kerb ramps across Troode Street, opposite Watercress Gardens.	800
6. Install "Trail Crossing" warning signs on Troode St either side of trail crossings.	400
7. Paint "Give Way" symbols on path either side of road crossings of Troode St.	200
8. Construct 550m new shared path at southern end (between Musulin Rise and Atwell Close.	Developers
9. Install interpretive panels (see separate list). (Allow for 12 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	21,600
Sub-Total	\$34,000
Contingency allowance (10%)	\$3400
Sub-Total	\$37,400
10% GST	\$3740
Total (including GST)	\$41,140

Project g) – Lake Mt Brown Trail

This project includes several enhancements to make the trail a more pleasant and user-friendly experience.

The minor enhancements include the installation of directional markers, the installation of interpretation along the trail and the construction of a short boardwalk to enable trail users to get close to the edge of the lake to appreciate the birds and other wildlife of the lake. [See Plan g].

It is also recommended that DEC give consideration to the development of a small crushed limestone trailhead parking area off Rockingham Road – close to the lake. This should be done after discussions with Landcorp given that there may be some modifications to the area due to the area becoming an industrial subdivision in the near future. The project budget includes an allowance for:

- Construction of a trailhead parking area off Rockingham Road.
- Management access gates.
- Construction of an 80m boardwalk and viewing platform.
- Installation of several bench seats.
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project g): Lake Mt Brown Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at existing trailhead off Cockburn Road.	3,000
2. Install promotional signage (double-sided) on Cockburn Road (opposite entrance to trailhead parking area).	500
3. Build 20m new crushed / compacted limestone trail at end of asphalt path.	500
4. Install trail directional markers on posts with directional arrows (14).	2,100
5. Install interpretive panels (see separate list). (Allow for 5 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	9,000
6. Install 3 bench seats (or sleeper seats) around trail.	2,100
7. Construct barriers (rocks / logs) to prevent access by 4WD (5).	3,000
8. Install management access gates.	1,000
Sub-Total	\$21,200
Contingency allowance (10%)	\$2,120
Sub-Total	\$23,320
10% GST	\$2,332

Total (including GST)	\$25,652

Project h) – Yangebup Lake Trail 2 (Long Circuit)

An asphalt and/or concrete path already encircles Yangebup Lake and outstanding views of the lake can be seen from several locations. Limestone has also recently been placed on the paths/firebreaks adjacent to Mudlark Way, Pelican Ramble and Pioneer Drive. Despite this, it is recommended that additional viewpoints be established. Yangebup Lake is one of the few lakes in the Beeliar Lakes chain that holds water during summer and views of the water will enhance the appeal of the path circuit.

The most notable recommendation for the Lake Yangebup trail circuit is the development of a trailhead parking area. Currently, people wishing to drive to the lake must park either in a side street or in the cul-de-sac turning circle at the northern end of Parkes Street (near Tamara Drive). Given the availability of land in the south-east corner of the Lake Yangebup reserve (near Parkes Street) it is recommended that a formal trailhead be established within the Regional Park in this location. [See Plan h].

Other minor improvements are also suggested including the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage.

Interpretive subjects for this trail are set out in Section 5.

The project budget includes an allowance for:

- Trailhead construction;
- Additional viewpoints and associated furniture;
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project h): Yangebup Lake Trail 2 (Long Circuit)

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 3 locations: Proposed new trailhead parking area at northern end of Parkes Street; Osprey Drive and playground entrance.	9,000
2. Install promotional signage (double-sided) at corner North Lake Road and Hammond Road and directional fingerboard at corner Hammond Road and Parkes Street.	700
3. Install trail directional markers on posts with directional arrows (12)	1,800
4. Construct trailhead parking area at northern end of Parkes Street (reconfigure existing asphalt turning circle and install bollards, etc) – or, alternatively, construct parking area off Parkes Street further north.	30,000
5. Construct 15m asphalt path at lookout/viewpoint.	2,500
6. Install bench seat at lookout/viewpoint	\$700
7. Install interpretive panels (see separate list). (Allow for 3 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	5,400
Sub-Total	<i>\$50,100</i>
Contingency allowance (10%)	<i>\$5,010</i>
Sub-Total	<i>\$55,110</i>
10% GST	<i>\$5,511</i>
Total (including GST)	<i>\$60,621</i>

Project i) – Little Rush Lake Trail

As with Lake Yangebup, an asphalt trail encircles Little Rush Lake. An asphalt path also runs parallel to Osprey Drive and terminates at an exit to North Lake Road. Limestone has been placed on the firebreak that runs parallel to North Lake Road and this links back into the asphalt path in the north east. There is no trailhead parking available.

This project will involve a number of minor improvements to enhance the experience of trail users. These improvements include the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage.

It is also recommended that spur trails and boardwalks be constructed to maximise the experience of trail users, enabling them to gain access to the edge of the lake.

Existing artworks should also be refurbished, as they are showing signs of age and neglect. [Recommended improvements are shown on Plan i].

Interpretive subjects for this trail are set out in Section 5.

The project budget includes an allowance for:

- Upgrading of the existing trail surface.
- Construction of spur trails, boardwalks and bird hides.
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project i): Little Rush Lake Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 3 locations: Proposed Parkes St trailhead; Osprey Drive entrance; and playground entrance (Grassland Loop).	9,000
2. Install promotional signage (double-sided) on North Lake Road (opposite entrance to trailhead).	500
3. Construct 10m asphalt path from proposed trailhead (at northern end of Parkes St) to existing path along North Lake Road.	2,000
4. Construct 20m asphalt path from existing concrete path along North Lake Rd to existing crushed limestone trail.	4,000
5. Install trail directional markers on posts with directional arrows (11).	1,650
6. Install road crossing warning signage (on trail both sides of road and on Osprey Dr both sides of trail crossing).	700
7. Construct 50m crushed limestone spur trail.	1,500
8. Construct 10m viewing platform	10,000
9. Revamp existing Beeliar Wetlands Heritage Trail artworks.	5,000
10. Re-construct 30 crushed limestone trail	1000
11. Construct 15m boardwalk	20,000
12. Construct bird hide at end of boardwalk	5,000
13. Install interpretive panels (see separate list). (Allow for 1 panel: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	1,800
Sub-Total	\$62,150
Contingency allowance (10%)	\$6,215
Sub-Total	\$68,365
10% GST	\$6,837
Total (including GST)	\$75,202

Project j) – Lake Coogee Trail

It is possible to walk/cycle around Lake Coogee, although a relatively short section in the NE corner is currently on-road. Until further subdivision occurs, this section will have to remain on-road, but as and when development occurs the City of Cockburn should obtain public open space alongside the lake to enable the eventual completion of the pathway circuit. The trail should also link with the Market Garden Swamp trail and this will likely be facilitated due to new developments occurring slightly north east of Lake Coogee.

As with all other existing trails, a number of improvements and enhancements are recommended for this pathway circuit including replacement of 370m of damaged asphalt path, installation of trail directional markers, interpretive signage and trailhead signage. It is also recommended that new trailside furniture be installed at strategic locations to enable trail users to stop and enjoy the scenery afforded for the trail.

Interpretive subjects for this trail are set out in Section 5. [Recommended improvements are shown on Plan j].

The project budget includes an allowance for:

- Replacement of defective path (370m).
- Installation of promotional, trailhead and directional signage.
- Additional trailside furniture.
- Re-enhancement of the existing bird hide.
- Repairs to broken pieces of the concrete path.
- Installation of interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels).

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project j): Lake Coogee Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at trailhead on Fawcett Road.	3,000
2. Install promotional signage (single-sided) at corner Rockingham Road / Mayor Road and Rockingham Road / Russell Road, and double-sided promotional signage at Russell Road / Coogee Road and Mayor Road / Fawcett Road and single-sided fingerboard at corner Coogee Road / Fawcett Road.	2,200
3. Install trail directional markers on posts with directional arrows (allowance for 15).	2,250
4. Repair/replace 370m damaged (grass invasion) asphalt path.	55,500
5. Repair broken concrete path near junction of Coogee Road and Gardiner Ave.	1,000
6. Install picnic shelter under trees on NE corner of lake.	3,000
7. Construct 650m new asphalt path on NE quadrant of lake (between West Churchill Ave and existing path across wetland). (Note: will require land to be subdivided to provide foreshore reserve).	Developer
8. Install interpretive panels (see separate list). (Allow for 8 panels: 600mm	14,400

x 350mm).	
<ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	
Sub-Total	\$81,350
Contingency allowance (10%)	\$8,135
Sub-Total	\$89,485
10% GST	\$8948.50
Total (including GST)	\$98,433.50

Project k) – Kogolup Lake Trail

Although two marked trails are available in the Kogolup Lake locality (involving significant lengths of roadside paths through the adjoining residential area), it is recommended that a bushland circuit (and new lakeside trails) entirely within the Regional Park be delineated and signposted. [Recommended improvements are shown on Plan k].

The project therefore involves fieldwork to determine the most appropriate alignment of the proposed new loop trail. It is expected that the loops will involve utilising existing tracks and firebreaks through the bushland area, though sections of purpose built trail may be required to link up existing tracks (and to avoid unsightly and uninteresting firebreaks and residential areas).

The project budget includes an allowance for:

- An allowance for new trail construction.
- An allowance for (crushed limestone) surfacing of sections of existing tracks and firebreaks.
- Installation of promotional, trailhead and directional signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project k): Kogolup Lake Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at trailhead on Branch Circus.	3,000
2. Install promotional signage (double-sided) at corner Beeliar Drive / Hammond Road, Hammond Road / Russell Road and Hammond Road / Branch Circus and single-sided fingerboard at "Wedge Road" opposite trailhead parking area.	1,700
3. Preparation of simple Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	2,400
4. Allowance for installation of trail directional markers on posts with directional arrows (allow for 15).	2,250
5. Allowance for basic trail construction and trail surfacing (600 metres).	24,000
6. Allowance for installation of interpretive panels (see separate list). (Allow for 7 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	12,600
Project management (no allowance made)	0
Sub-Total	\$45,950
Contingency allowance (10%)	\$4,595
Sub-Total	\$50,545
10% GST	\$5,055
Total (including GST)	\$65,600

Project I) – Manning Lake Trail

There is a complete asphalt trail around the lake. To capitalise on the views that are possible, it is recommended that several minor enhancements be made such as the installation of bench seats where people can sit by the side of the lake and enjoy the views. [Improvements are shown on Plan I].

Other minor enhancements are recommended including the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage

The project budget includes an allowance for:

- Installation of various signage, notably interpretive panels.
- Installation of bench seats at viewpoints.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project I): Manning Lake Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage in main car park opposite museum. (Existing old information shelter to be replaced with new structure).	3,000
2. Install promotional signage (double-sided) at corner of Hamilton Road/Azelia Rd and Davilak Ave/Rockingham Road.	1,000
3. Install trail directional markers on posts with directional arrows (8).	1,200
4. Install bench seat.	700
5. Install bench seat.	700
6. Install interpretive panels (see separate list). (Allow for 5 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	9,000
Sub-Total	\$15,600
Contingency allowance (10%)	\$1,560
Sub-Total	\$17,160
10% GST	\$1,716
Total (including GST)	\$18,876

Project m) – North Coogee Coastal Trail

The coastal pathway between South Beach and C.Y. O'Connor Beach can be considered as a stand-alone trail experience (although it will form a component of the much longer Coastal Pathway).

The path is new and consequently requires little in the way of upgrading. However, it too could be enhanced to improve what is otherwise a high quality experience. The range of suggested improvements include promotional signage, trailhead signage, directional signage and interpretation. [See Plan m].

The range of improvements required on the trail includes:

- Interpretation (both at trailhead, and along the trail) – see Section 5.
- On-trail directional signage
- Promotional signage

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project m): North Coogee Coastal Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at C.Y. O'Connor Beach car park.	3,000
2. Install map panel at the following locations: South Beach car park; Rollinson Rd car park.	4,000
3. Install promotional signage (double-sided) at corner Cockburn Road / McTaggart Cove.	500
4. Install trail directional markers on posts with directional arrows (13).	1,950
5. Install interpretive panels (see separate list). (Allow for 4 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	7,200
Sub-Total	\$16,650
Contingency allowance (10%)	\$1,670
Sub-Total	\$18,320
10% GST	\$1,830
Total (including GST)	\$20,150

Project n) – Woodman Point Circuit

The path network in the Woodman Point locality is extensive. Recent construction of two lengthy sections of coastal pathway at Woodman Point by DEC adds considerably to the opportunities for cycling and walking in the coastal environment.

The new paths can now be linked to form a circuit trail. Several small additions to the existing paths are required to actually create the loop, as well as widening of two sections of existing path. [Recommended improvements are shown on Plan n].

Directional signage is required to enable users to navigate their way around the circuit.

In addition, the usual range of enhancements is required, specifically promotional signage and trailhead signage.

The project budget includes an allowance for:

- Widening 350m of existing pathway.
- Construction of 40m of new asphalt path (to connect two existing segments of path).
- Installation of signage (promotional, directional and trailhead).
- Minor improvements at a number of locations.
- Installation of safety signage at road crossings.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project n): Woodman Point Circuit

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at trailhead at John Graham Recreation Reserve.	3,000
2. Install map panel at the following locations: parking area at Woodman Point (near groyne); at Poore Gr parking area and at path entry off Cockburn Road (south of Fairbairn Rd).	6,000
3. Install promotional signage (double-sided) on Cockburn Road at entrance to John Graham Recreation Reserve.	500
4. Install trail directional markers on posts with directional arrows (18).	2,700
5. Widen existing red asphalt path by 0.7m (from 1.8m to 2.5m) over 350 metres.	15,000
6. Install "Road Ahead" and "Give Way" signage at road crossing (Woodman Point View).	500
7. Install "Trail Crossing" signs on Woodman Point View either side of trail crossing.	400
8. Widen existing red asphalt path by 0.7m (from 1.8m to 2.5m) over 70 metres.	3,000
9. Install "Road Ahead" and "Give Way" signage at road crossing (Jervoise Bay Cove).	500
10. Install "Trail Crossing" signs on O'Kane Ct either side of trail crossing.	400
11. Install "Trail Crossing" signs on Jervoise Bay Cove either side of trail crossing.	400
Sub-Total	\$32,400
Contingency allowance (10%)	\$3,240
Sub-Total	\$35,640
10% GST	\$3,564
Total (including GST)	\$39,204

Project o) – Coastal Pathway

Several significant sections of the Coastal Pathway through the City of Cockburn do not exist at present. This project seeks to identify the best routes for, and construction of, the missing links to enable a continuous pathway from the City's northern boundary (with the City of Fremantle) to its southern boundary (near the Town of Kwinana).

The most significant "missing links" are:

- through the Port Coogee development;
- between Woodman Point and Lake Coogee; and
- south from Mt Brown and into the Town of Kwinana.

The responsibility for the re-instatement of the coastal pathway through the Port Coogee development rests with the developer.

The other two sections are issues that the City of Cockburn, in conjunction with DEC, can attend to. DEC has proposals for connecting Woodman Point with Lake Coogee, the

details of which have not been finalised. A road reserve (for the Beeliar Drive extension) between Fawcett Road and Cockburn Road provides opportunities.

The extension of the pathway beyond the Mt Brown area (or Lake Mt Brown) and into the Town of Kwinana is a complicated and complex issue. The scope of this Trails Master Plan review has precluded a comprehensive and detailed investigation of the potential routes available. It is probable that the most convenient route will be one that connects with the proposed Tramway Trail. [See Plan o for details of the route].

The project budget includes an allowance for:

- Fieldwork, to determine the possible routes for the two missing links and a detailed plan for the construction of each.
- Consultation with stakeholders (including DEC; Main Roads WA; Water Corporation; Town of Kwinana).
- Preparation of a trail development plan (indicating construction requirements).
- An allowance for several significant sections of new pathway.
- An allowance for trail directional markers.
- An allowance for dealing with road crossings.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project o): Coastal Pathway

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 3 locations: South Beach car park; Coogee Café car park and Mt Brown car park.	9,000
2. Install promotional signage (double-sided) at cnr Cockburn Road / McTaggart Cove; opposite entrance to Coogee café and opposite entrance to Mt Brown car park (on Cockburn Road).	1,500
3. Fieldwork to confirm preferred pathway route; interpretive sites; location of signs	4,800
4. Consultation (with Council staff, DEC, other stakeholders; etc)	2,400
5. Preparation of simple Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	4,800
6. Allowance for installation of trail directional markers on posts with directional arrows (allow for 30).	4,500
7. Allowance for 330m asphalt path (2.5m wide) – from path in Woodman Point locality (near caravan park) to Cockburn Road.	59,400
8. Road crossing treatment of Cockburn Road (ramps, signage, etc).	2,000
9. Allowance for 720m asphalt path (2.5m wide) - Cockburn Road to existing Lake Coogee path.	129,600
10. Allowance for 5,400m asphalt path (2.5m wide) – from Lake Mt Brown to Tramway Trail (Tramway Reserve near Harry Waring Reserve).	972,000
11. Allowance for installation of trail directional markers on posts with directional arrows (allow for 50).	7,500
12. Allowance for road crossing treatments (signage, etc) at other road crossings (eg. Russell Road; Success Way; Jessie Lee St; Rockingham Road)	10,000

13. Allowance for maze crossing of freight railway.	20,000
14. Install interpretive panels (see separate list). (Allow for 13 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	23,400
Sub-Total	\$1,250,900
Contingency allowance (10%)	\$125,090
Sub-Total	\$1,375,990
10% GST	\$137,600
Total (including GST)	\$1,513,590

Project p) – Thomsons Lake Trails

A long lakeside circuit exists already at Thomsons Lake which, although sandy, provides an interesting walk during favourable times of the year.

However, the long walk on a sandy surface would not be well utilised. Due to the size of the reserve and its variety of vegetation, a smaller loop trail is possible – particularly in the NE corner of the reserve which is relatively close to residential development. The existing formed car parking area on Branch Circus is the ideal trailhead for this proposed new loop trail, given its distance from the Russell Road trailhead. The Russell Road trailhead should remain in place for those walkers attracted to the reserve for the longer (existing) Lakeside Circuit.

The project therefore involves using the existing asphalt path (through the Tramway Reserve as far as the Boronia residential estate), a new (short trail) within the Tramway Reserve, a trail following the existing drain and then linking up with the existing Lakeside Circuit to return to the trailhead. [See Plan p].

The project budget includes an allowance for:

- Fieldwork, to determine the most appropriate alignment for the proposed new loop trail.
- An allowance for new trail construction.
- An allowance for (crushed limestone) surfacing of sections of existing tracks and firebreaks.
- Installation of promotional, trailhead and directional signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project p): Thomsons Lake Trails

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at trailhead on Branch Circus.	3,000
2. Install promotional signage (double-sided) at corner Beeliar Drive / Hammond Road, Hammond Road / Russell Road and Hammond Road / Branch Circus and single-sided fingerboard at "Wedge Road" opposite trailhead parking area.	1,700
3. Fieldwork to confirm preferred trail route; interpretive sites; location of signs.	2,400
4. Consultation (with Council staff, DEC, other stakeholders; etc)	1,200
5. Preparation of simple Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	2,400
6. Allowance for basic trail construction and trail surfacing (500 metres).	10,000
7. Allowance for installation of trail directional markers on posts with directional arrows (allow for 10).	1,500
8. Install interpretive panels (see separate list). (Allow for 10 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	18,000
Sub-Total	\$40,200
Contingency allowance (10%)	\$4,020
Sub-Total	\$44,220
10% GST	\$4,420
Total (including GST)	\$48,640

Project q) – South Lake Trail

South Lake has one of the most undeveloped trail networks of any lake/wetland in the Beeliar Lakes Regional Park. Currently, a well-formed crushed limestone vehicle track exists in the NW quadrant, and along some of the eastern side of the lake. DEC advises that further upgrading of existing sandy firebreaks on the western and southern side of the lake (to a crushed limestone standard) is to be undertaken.

Excellent indigenous interpretation has recently been installed at the western entrance to this part of the Regional Park off Bushland Ridge.

A circumferential trail of South Lake is warranted, given its attractiveness.

The project therefore involves fieldwork to determine the most appropriate alignment for a trail route, especially in the NE quadrant, that will complete the loop around South Lake. It is expected that the loop will involve utilising existing tracks and firebreaks through the bushland area, though sections of purpose built trail may be required to link up existing tracks. [See Plan q].

The project budget includes an allowance for:

- Fieldwork, to determine the most appropriate alignment for the proposed new sections of the loop trail.
- An allowance for new trail construction.
- Allowance for development of new trailhead off North Lake Road (to be determined in consultation with DEC);
- An allowance for (crushed limestone) surfacing of sections of existing tracks and firebreaks.
- Installation of promotional, trailhead and directional signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project q): South Lake Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 2 locations: near interpretive shelter off Bushland Ridge, and on western side near proposed access point from North Lake Road.	6,000
2. Install promotional signage at cnr North Lake Rd / Discovery Dr (double-sided); cnr Discovery Drive / Sustainable Ave (single-sided); cnr Sustainable Ave / Bushland Ridge (single-sided) and fingerboard opposite entrance to trail; and opposite proposed new trailhead off North Lake Road.	2,200
3. Fieldwork to confirm preferred trail route; interpretive sites; location of signs	1,200
4. Consultation (with Council staff, DEC, other stakeholders; etc)	1,200
5. Preparation of simple Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	2,400
6. Allowance for installation of trail directional markers on posts with directional arrows (allow for 10).	1,500
7. Allowance for trail construction and trail surfacing (750 metres). Note: path on western side of lake has been costed in Beeliar Lakes Trail improvements.	15,000
8. Allowance for development of new trailhead off North Lake Road using existing access (management access gate) and limestone road.	20,000
9. Install interpretive panels (see separate list). (Allow for 4 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	7,200
Sub-Total	\$56,700
Contingency allowance (10%)	\$5,670
Sub-Total	\$62,370
10% GST	\$6,240
Total (including GST)	\$68,610

Project r) – Beeliar Lakes Trail

The 1999 Trails Master Plan envisaged a continuous pathway linking the eastern chain of lakes in the Beeliar Regional Park. Most of the pathway is now in place although there are still some significant missing links.

This project involves constructing the missing links (and road crossings) to create a continuous, uninterrupted pathway from the northern boundary of the City of Cockburn (at North Lake) to join the (proposed) Disused Railway Trail at Yangebup Lake and the (proposed) Tramway Trail at Kogolup Lake. [See Plan r].

The project budget includes an allowance for:

- Construction of new paths.
- Road crossing treatments.
- Installation of promotional, trailhead and directional signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project r): Beeliar Lakes Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 4 locations: car park on Progress Drive at near Farrington Road; at Bibra Lake (main car park on Progress Drive; at proposed trailhead at Yangebup Lake and at car park off Branch Circus).	12,000
2. Install promotional signage (double-sided) at cnr Farrington Rd / Progress Dr; opposite entrance to Bibra Lake car park (trailhead); cnr North Lake Road/Hammond Rd; and (single-sided) fingerboard at cnr Hammond Rd/Parkes St.	1,700
3. Install trail directional markers on posts with directional arrows (allowance for 60).	9,000
4. Road crossing treatment of Hope Road.	600
5. Construct 25m new shared path (2.5m wide) between two existing segments of recently constructed new path (opposite Forrest Rd). (Costed in Bibra Lake Circuit project).	n/a
6. Construct 110m new shared path (2.5m wide) between path junction and Progress Drive.	19,800
7. Road crossing treatment of Progress Drive.	1,200
8. Road crossing treatment of North Lake Road.	8,000
9. Construct 95m new shared path (2.5m wide) between North Lake Road and existing crushed limestone vehicle track within Regional park (South Lake).	17,100
10. Install gate to permit pedestrians and cyclists.	1,000
11. Construct 400m new shared path (2.5m wide) on existing crushed limestone vehicle track.	72,000
12. Construct 90m new shared path (2.5m wide) between southern end of existing crushed limestone vehicle track and (proposed) maze crossing of freight railway.	16,200
13. Install gate to permit pedestrians and cyclists.	1,000

14. Construct maze across freight railway (also forms component of Disused Railway Trail).	20,000
15. Construct 190m shared path (2.5m wide) from freight railway to Little Rush Lake Circuit (trail) (also forms component of Disused Railway Trail)	34,200
16. Construct 570m new shared path on east side of Little Rush Lake - from opposite Omeo St to Osprey Drive (also forms component of Disused Railway Trail)	102,600
17. Construct 650m shared path (2.5m wide) from Yangebup Rd to Beeliar Dr and along Beeliar Dr (north side) to Hammond Rd. (Note: costed in Tramway Trail proposal).	n/a
18. Complete construction of road crossing of Beeliar Dr (ramps, median refuge, signage, etc). (Note: costed in Tramway Trail proposal).	n/a
19. Beeliar Dr to Hammond Road (completed – past college. (Note: costed in Tramway Trail proposal).	n/a
20. Construct 1,300m shared path (2.5m wide) from Hammond Road to Wedge Rd. (Note: costed in Tramway Trail proposal).	n/a
21. Install interpretive panels (see separate list). (Allow for 1 panel: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	1,800
Sub-Total	\$318,200
Contingency allowance (10%)	\$31,820
Sub-Total	\$350,020
10% GST	\$35,002
Total (including GST)	\$385,022

Project s) – Ridge Trail

The Lakes and Ridges Trail proposed in the 1999 Trails Master Plan has been revised to take account of recent and likely future residential and industrial developments and transport infrastructure changes (road and rail).

It is now proposed to concentrate on a Ridge Trail, with a northern terminus at the existing C.Y. O'Connor Beach (which can form a trailhead for several trails) and a southern terminus at Rotary Lookout. Some of the proposed Ridge Trail already exists; much will need to be planned and constructed. [See Plan t].

A pinch point occurs where the trail must cross the freight railway, although sufficient width does exist for pedestrians to cross the railway on the road bridge, between the wire fence and the concrete barriers. An improved surface will be required and the wire fence should be relocated to maximise width for trail users.

The project budget includes an allowance for:

- Fieldwork, to determine the precise location of the proposed new sections of trail.
- Allowance for construction of new trail.

- Various types of signage (promotional; directional; trailhead; interpretive, etc)
- Preparation of a trail development plan (indicating construction requirements).

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project s): Ridge Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage 2 locations: at CY O'Connor Beach and Rotary Lookout.	6,000
2. Install promotional signage (double-sided) at cnr Cockburn Road / McTaggart Cove; cnr Cockburn Rd / Beach Rd; cnr Beach Rd / Fairview St; and (single-sided) fingerboard opposite trailhead at Rotary Park.	1,700
3. Fieldwork to confirm preferred trail route; interpretive sites; location of signs.	2,400
4. Consultation (with Council staff, DEC, other stakeholders; etc)	1,200
5. Preparation of simple Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	2,400
6. Allowance for trail directional markers on posts with directional arrows (allow for 30).	4,500
7. C.Y. O'Connor Beach Trailhead to Cockburn Road (path already in place along McTaggart Cove).	n/a
8. Road crossing of Cockburn Road (partly in place).	1,000
9. Construct 25m shared path (2.5m wide) along Cockburn Road (to existing crushed limestone trail.	4,500
10. Trail from Cockburn Road to Manning Park already in place (715m).	n/a
11. Trail from Manning Park to western lookout already in place - Davilak Heritage Trail (690m).	n/a
12. Allowance for construction of 90m crushed limestone trail (2.0m wide) from western lookout to trail junction (costed as part of Davilak Heritage Trail extension).	n/a
13. Allowance for construction of 740m crushed limestone trail (2.0m wide) from trail junction to Spearwood Avenue.	14,800
14. Road crossing of Spearwood Avenue.	2,000
15. Allowance for construction of 230m crushed limestone trail (2.0m wide) from Spearwood Avenue to path on north side of freight railway.	4,600
16. Allowance for construction of 80m asphalt path alongside road across railway.	14,400
17. Relocate fencing on abutment to maximise width for walkers.	3,000
18. Allowance for construction of 850m crushed limestone trail (2.0m wide) from railway to Ocean Road.	17,000
19. Road crossing of Ocean Road.	2,000
20. Allowance for construction of 720m crushed limestone trail (2.0m wide) from Ocean Road to Rotary Lookout.	14,400
21. Install sheltered bench seats at locations along trail (allow for 5).	15,000

22. Install interpretive panels (see separate list). (Allow for 3 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	5,400
Sub-Total	\$116,300
Contingency allowance (10%)	\$11,630
Sub-Total	\$127,930
10% GST	\$12,790
Total (including GST)	\$140,720

Project t – Tramway Reserve Trail

This project involves the construction of new sections of pathway on or alongside the former Tramway Reserve. Sections of the Tramway Trail already exist and ultimately it is proposed that the Tramway Trail be a long distance shared path extending from the lakes of Cockburn, through the Town of Kwinana and the City of Rockingham. With detailed future planning it may be possible to have a shared path/trail from the Swan River to the Peel Harvey Estuary. The Tramway Trail through the local governments of Cockburn, Kwinana and Rockingham would be a major component of that cross-regional trail. [See Plan t].

It is important to note that the Beeliar Regional Park Management Plan and the Metropolitan Region Scheme both make provision for the Tramway Trail as a major north-south greenway.

The project budget includes an allowance for:

- Construction of several lengthy sections of new trail/pathway.
- Signage.
- Road crossing treatments.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project t): Tramway Reserve Trail

Tasks	Costs
1. Install <i>Lakes, Lookouts and Legends</i> trailhead signage at 3 locations: proposed trailhead at Yangebup Lake; Branch Circus trailhead; and the southern end (within City of Cockburn).	9,000
2. Install promotional signage (double-sided) at cnr Beeliar Drive / Hammond Rd; cnr Hammond Rd / Branch Circus; and (single-sided) fingerboard opposite trailhead on Branch Circus.	1,200
3. Install trail directional markers on posts with directional arrows (allow for 30).	4,500
4. Construct 650m shared path (2.5m wide) from Yangebup Rd to Beeliar Dr and along Beeliar Dr (north side) to Hammond Rd (also part of Beeliar Lakes Trail enhancement).	n/a
5. Complete construction of road crossing of Beeliar Dr (ramps, median refuge, signage, etc). (Also part of Beeliar Lakes Trail enhancement).	n/a

6. Beeliar Dr to Hammond Road (completed – past college) (also part of Beeliar Lakes Trail enhancement).	n/a
7. Construct 1,300m shared path (2.5m wide) from Hammond Road to Wedge Rd (also part of Beeliar Lakes Trail enhancement).	n/a
8. Wedge Rd to Boronia Estate (completed).	n/a
9. Construct 1,560m shared path (2.5m wide) from Boronia Estate to Russell Road.	280,800
10. Construct road crossing of Russell Rd (ramps, median refuge, signage, etc).	3,000
11. Construct 1,440m shared path (2.5m wide) from Russell Road to Frankland Avenue.	259,200
12. Construct 820m shared path (2.5m wide) from Frankland Avenue to Rowley Road (City of Cockburn southern boundary).	147,600
13. Install interpretive panels (see separate list). (Allow for 4 panels: 600mm x 350mm). <ul style="list-style-type: none"> • Research and writing • Design and manufacture • Graphics (photos and drawings) • Installation 	7,200
Sub-Total	\$712,500
Contingency allowance (10%)	\$71,250
Sub-Total	\$783,750
10% GST	\$78,375
Total (including GST)	\$862,125

Project u) – Heritage Drive Trail Project

Given that some preliminary investigations and planning has been undertaken by the South West Group, it is recommended that the City of Cockburn continue to liaise with that organisation to develop the proposed Catalpa Coast Tourist Drive.

In order to ensure that the completed project is every bit as good as other iconic drive trails of Western Australia, such as the Golden Quest Discovery Trail, the City of Cockburn should actively involve itself in the detailed planning and development.

Careful selection of sites within the City of Cockburn should be the responsibility of the City of Cockburn. Council will want to showcase the best and most historic sites and stories of its area.

Developing a world class drive is a specialised task, and the City of Cockburn should make a budget allowance to cover the engagement of an expert to provide ongoing advice and detailed information to the proponents of the Catalpa Coast Tourist Drive.

The range of potential sites for inclusion on the drive trail include:

- Fremantle smelting works
- Robb Jetty abattoir
- South Beach Horse Exercise Area
- South Fremantle Power Station

- Newmarket Hotel
- Pensioner guards
- Market gardens
- Manning Lake / Davilak Homestead / Azelia Ley Homestead (Museum)
- Lime kilns
- Powell's dairy
- Horse Racing Industry - Randwick Stable and house
- Gun emplacement
- C O'Connor Statue
- Coogee Beach and boathouses
- Coogee Hotel and Coogee Post Office
- Clarence townsite
- Explosives magazines
- Woodman Point and quarantine station
- Railway to Woodman Point
- Lighthouse and lighthouse keepers' cottages
- Boat building industry
- Henderson Cliffs
- Mt Brown

The major cost components of this project are the writing and installation of interpretive signage, audio interpretation, directional signposting and the map/trail guide. It is assumed that car parking at many/most of the proposed and potential sites already exist, although this would not be known until a detailed trail development plan is prepared.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project u): Heritage Drive Trail Project

Tasks	Costs
Consultation (with Council staff, local groups, DEC, South West Group, other stakeholders; etc)	\$3,600
Fieldwork to confirm preferred drive trail route and sites; location of signs; preparation of sign log	\$6,000
Preparation of Drive Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	\$12,000
Design of Directional Sign shields	\$1,500
Allowance for supply of directional signage (shields) / posts / brackets (allow for 80 signs)	\$60,000
Installation of directional signage (allow for 80 signs)	\$12,000
Interpretive panels – research, writing, design, manufacture <ul style="list-style-type: none"> ○ 2 @ 800mm x 600mm (trailhead) ○ 30 @ 600mm x 350mm 	\$60,000

Allowance for installation of Interpretive Panels	\$5,000
Allowance for preparation of Trail Guide Book	\$10,000
Allowance for printing of Trail Guide Book	\$10,000
Allowance for preparation of audio interpretation	\$10,000
Allowance for site infrastructure (tables, etc)	\$50,000
Allowance for project management	\$20,000
Sub-Total	\$260,100
Contingency allowance (10%)	\$26,010
Sub-Total	\$286,110
10% GST	\$28,611
Total (including GST)	\$314,721

Project v) – Water Trail Project

Cockburn Sound, and the coastline of Cockburn Sound, contains innumerable historic sites, shipwrecks and history.

Many of the sites and interpretive topics set out in the various land-based trails capture much of this history. Nonetheless, a water based trail catering for canoeists, kayakers and those in bigger vessels can cater for those wishing to discover other elements of the history of the area (and natural features) that can only be observed (or stories that can only be told) on the water.

The major cost components of this project are the fieldwork (on the water) to determine suitable sites for interpretation, writing and installation of interpretive signage, audio interpretation, way finding and the map/trail guide. It is assumed that car parking at water craft launching areas is already available, although this would not be known until a detailed trail development plan is prepared.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project v): Water Trail Project

Tasks	Costs
Consultation (with Council staff, local groups, DEC, other stakeholders; etc)	\$3,600
Fieldwork to confirm preferred sites	\$6,000
Preparation of Water Trail Development Plan (including mapping; sign plans; sign designs; interpretive topics/sites)	\$8,400
Interpretive panels – research, writing, design, manufacture <ul style="list-style-type: none"> 2 @ 800mm x 600mm (trailhead) 20 @ 600mm x 350mm 	\$42,000
Allowance for installation of (floating) Interpretive Panels	\$5,000
Allowance for preparation of Guide Book	\$10,000
Allowance for printing of Trail Guide Book	\$10,000
Allowance for preparation of audio interpretation	\$10,000

Allowance for site infrastructure (tables, etc)	\$20,000
Allowance for project management	\$20,000
Sub-Total	\$115,000
Contingency allowance (10%)	\$11,500
Sub-Total	\$126,500
10% GST	\$12,650
Total (including GST)	\$139,150

Project w) – Denis De Young Reserve Trail

This project will involve a number of minor improvements to enhance the experience of trail users. These improvements include the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage.

Interpretive subjects for this trail are set out in Section 5.

The project budget includes an allowance for:

- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project w): Denis De Young Reserve Trail

Tasks	Costs
1. Install Lakes, Lookouts and Legends Trailhead signage near hall	\$3000
2. Install promotional signage (double sided) on Liddelow Road	\$500
3. Install interpretive panels (see separate list)(Allow for 5 panels – 600mm x 350mm): <ul style="list-style-type: none"> • Research and writing • Design and Manufacture • Graphics (photos and drawings) • Installation 	\$11,400
Sub-Total	\$14,900
Contingency allowance (10%)	\$1,490
Sub-Total	\$16,390

10% GST	\$1,639
Total (including GST)	\$18,029

Project x) – Shirley Bella Swamp Reserve Trail

This project will involve a number of improvements to enhance the experience of trail users. These improvements include, limestone being placed on some existing firebreaks, the installation of directional markers, the installation of interpretation along the trail and trailhead and promotional signage.

Interpretive subjects for this trail are set out in Section 5.

The project budget includes an allowance for:

- Installation of limestone on some existing firebreaks.
- Construction of pedestrian access ways.
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project x): Shirley Bella Swamp Reserve Trail

Tasks	Costs
1. Install Lakes, Lookouts and Legends Trailhead signage (Tapper Rd)	\$3000
2. Install promotional signage (double sided) on Liddelow Road	\$500
3. Crushed limestone placed on highlighted trail	\$35,000
4. Install interpretive panels (see separate list)(Allow for 5 panels – 600mm x 350mm): <ul style="list-style-type: none"> • Research and writing • Design and Manufacture • Graphics (photos and drawings) • Installation 	\$11,400
Sub-Total	\$49,900
Contingency allowance (10%)	\$4,990
Sub-Total	\$54,890
10% GST	\$5,489
Total (including GST)	\$60,379

Project y) –Banksia Eucalypt Woodland Park Trail

This project will involve a number of improvements to enhance the experience of trail users. The provision of some additional pedestrian access ways in Lyon Reserve, installation of directional signage markers, trail head and provision of additional signage in Lyon Reserve to compliment that which exists in Banksia Eucalypt Woodland Reserve. This latter reserve may also require some trail head signage.

Interpretive subjects for this trail are set out in Section 5.

The project budget includes an allowance for:

- Construction of pedestrian access ways.
- Installation of trailside interpretive panels (involving research, consultation, writing, design, manufacture and installation of panels) and trailhead signage.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

Cost Estimates for Project y): Banksia Eucalypt Woodland Park Trail

Tasks	Costs
1. Install Lakes, Lookouts and Legends Trailhead signage near Lyon Road/Twilight Mews; and Blue Mountain Circuit.	\$3000
2. Install promotional signage (double sided) near Aubin Grove Link (between Nornalup Close and Vitality Mews);and Cape Le Grand Avenue/Aubin Grove Link.	\$500
3. Install interpretive panels (see separate list)(Allow for 5 panels – 600mm x 350mm): <ul style="list-style-type: none"> • Research and writing • Design and Manufacture • Graphics (photos and drawings) • Installation 	\$11,400
4. Installation of 4 pedestrian access ways incorporating chicanes to prevent motorbike access.	\$24,000
Sub-Total	\$38,900
Contingency allowance (10%)	\$3,890
Sub-Total	\$42,790
10% GST	\$4,279
Total (including GST)	\$47,069

3.4 Summary of Project Costs

In considering all of the cost estimates provided in this Section it must be recognised that these have been provided on the basis that the whole of each job is undertaken.

The cost estimates that follow are broad estimates only and are subject to confirmation. They are provided here as indicative costs only.

The figures have been calculated at expected consultancy and contractors' rates, with no allowances made for volunteer input from partner agencies or other sources.

Project	Project Description	Cost (excluding GST)
a	Davilak Heritage Trail	\$73,700
b	Mt Brown Lookout Trail	\$18,425
c	Henderson Cliffs Trail (Ancient Coastline Track)	\$6,710
d	North Lake Circuit	\$31,850
e	Bibra Lake Circuit	\$45,550
f	Market Gardens Swamp Circuit (North and South)	\$62,150
g	Lake Mt Brown Trail	\$27,720
h	Yangebup Lake Trail 2 (Long Circuit)	\$56,540
i	Little Rush Lake Trail	\$34,265
j	Lake Coogee Trail	\$95,975
k	Kogolup Lake Trail	\$50,545
l	Manning Lake Trail	\$27,060
m	North Coogee Coastal Trail	\$18,320
n	Woodman Point Circuit	\$35,640
o	Coastal Pathway	\$1,375,990
p	Thomsons Lake Trails	\$44,220
q	South Lake Trail	\$62,370
r	Beeliar Lakes Trail	\$410,410
s	Ridge Trail	\$127,930
t	Tramway Reserve Trail	\$783,750
u	Heritage Drive Trail Project	\$286,110
v	Water Trail Project	\$126,500
w	Denis De Young Reserve Trail	\$20,900
x	Shirley Bella Swamp Reserve Trail	\$59,400
y	Lyon Reserve & Banksia Eucalypt Woodland Reserve	\$47,300
Total Cost (not including GST)		\$4,255,715

SECTION 4: IMPLEMENTATION PROGRAM

4.1 Timeframe for Implementation

While an effort has been made to keep this Trails Master Plan straightforward, there are many worthwhile and deserving projects – mainly as a result of a desire to provide facilities for local people.

This Trails Master Plan is project-focussed, as this targeted approach appears the most likely to actually deliver outcomes 'on the ground'. A range of substantial benefits could be garnered by simply proceeding with any of the projects – these are all simple, stand-alone projects that would deliver tangible benefits to the City of Cockburn – particularly local people.

However, the entire set of trails projects, including the proposed 'water trail', should be regarded as a complete package. It is unlikely that any one trail project would be sufficient to attract substantial numbers of new visitors to the City of Cockburn – not that this is the main driver of this project. The provision of a complete package of trail opportunities is far more likely to deliver benefits to the City of Cockburn and its residents. For this reason the Council is recommended to proceed with implementation of all trail projects in a timely manner.

The implementation program is set out over a five-year period. With sufficient funding, all these projects could be brought to fruition in a shorter timeframe, providing skilled and experienced project management is available. On the other hand, the program could be spread out over a longer timeframe (say, 10 years), depending on the availability of funding.

The suggested implementation program is a guide only and would / could be variable given current resources, funding and community interest in any given year. It should be noted that the recommendations for existing trails can be done at anytime in conjunction with new trails, works programs and in-house compilation of brochures.

The good news is that there is an ever-increasing propensity for State and Federal government departments to provide funding for non-motorised transport and tourism projects. Consequently, the total project costs that are included within this Trails Master Plan ought not be considered overwhelming. There is generally funding available.

The highest priority project is considered to be further upgrading and an extension to the Davilak Heritage Trail.

Project	Project Costs (excluding GST)				
	Year 1	Year 2	Year 3	Year 4	Year 5
Project a) Davilak Heritage Trail	\$225,445				
Project b) Mt Brown Lookout Trail (DEC)				\$18,425	
Project c) Henderson Cliffs Trail (Ancient Coastline Track) (DEC)			\$6,710		
Project d) North Lake Circuit (DEC)				\$31,850	
Project e) Bibra Lake Circuit	\$46,145				

Project f) Market Gardens Swamp Circuit (North and South)		\$37,400			
Project g) Lake Mt Brown Trail (DEC)				\$23,320	
Project h) Yangebup Lake Trail 2 (Long Circuit)		\$55,110			
Project i) Little Rush Lake Trail		\$68,365			
Project j) Lake Coogee Trail			\$89,485		
Project k) Kogolup Lake Trail (DEC)				\$50,545	
Project l) Manning Lake Trail	\$17,160				
Project m) North Coogee Coastal Trail	\$18,320				
Project n) Woodman Point Circuit (DEC)		\$35,640			
Project o) Coastal Pathway (DEC & COC)					\$1,375,990
Project p) Thomsons Lake Trails (DEC)				\$44,220	
Project q) South Lake Trail (DEC)				\$62,370	
Project r) Beeliar Lakes Trail (DEC & COC)					\$350,020
Project s) Ridge Trail			\$127,930		
Project t) Tramway Reserve Trail (DEC & COC)					\$783,750
Project u) Heritage Drive Trail Project				\$286,110	
Project v) Water Trail Project				\$126,500	
Project w) Denis De Young Reserve Trail		\$16,390			
Project x) Shirley Bella Swamp Reserve Trail (DEC)		\$49,900			
Project y) Lyon Reserve & Banksia Woodland Reserve Trail		\$42,790			
Totals (not including GST)	\$307,070	\$305,595	\$224,125	\$593,065	\$2,509,760

Note: Depending on the success or otherwise of attracting funding for the Trails Program, this development program could be extended over a longer period.

4.2 Trails Marketing and Promotion Plan

One of the best mechanisms for ensuring the sustainability of the trails is to have lots of people using them, including local residents and visitors to the area from elsewhere in the Perth metropolitan region. Four key steps need to be taken to build usage of the trails:

1. Undertake the trail upgrading and construction program outlined in this report, to develop the trails as a high-quality experience for potential users;
2. Install high quality interpretive material as set out in this report;
3. Prepare a clear, concise, informative brochure(s) or booklet, including an easy to read map;
4. Inform potential trail users of the existence of the trails, and their recent development.

An important task for this project is defining just how to best utilise the City of Cockburn's natural and built assets to create a series of walk and cycle trails (and the proposed coastal Drive Trail and Water Trail) which will be of lasting benefit to the community.

The City of Cockburn is a place rich in European history, indigenous history and natural heritage. The integrity of the heritage places must be maintained (and interpreted), and doing so will ensure the quality of experience expected by those who visit. For a project such as this to succeed it is crucial that the very sites chosen to support the trails are not degraded (in fact, they should rather be upgraded, as a consequence of this project), and that quality of experience becomes the primary focus of the trails.

Therefore, a trail potentially provides a visitor with a community-based interactive means of experiencing aspects of the settlement history from the perspective of the community, and the indigenous population. The essence of the trails product is to provide visitors with an opportunity to learn more about the local or regional area they are visiting and an opportunity to provide an economic and social base for regional tourism development.

In order to maximise usage of the City of Cockburn Trails Network (when completed) it is necessary to ensure that tourists (visitors to the area and those passing through en route to some other destination) and local people know of their existence. To facilitate this usage, a marketing and promotional campaign is proposed.

The purpose of the marketing and promotional campaign is to create awareness of the attractions of the City of Cockburn, and the means of accessing them via the trails. It will generate local support and enthusiasm for the project, as well as generating state-wide promotional coverage of the project through local and state media and the formation of partnership opportunities through networking.

As outlined earlier, it is recommended that some catchy slogan be developed and to this end it is recommended that the slogan **Lakes, Lookouts and Legends – The Trails of Cockburn** be adopted to 'position' the trails in the market place.

Several components are included within the Marketing Plan.

Develop logo and design standards - Develop comprehensive brief, select designers - produce colour and mono output versions of logo plus style manual

Market Planning and Target Marketing - Engage marketing consultants to provide phone linked mentoring assistance (40 hrs @ \$100 hr). Engage marketing consultant to work with local implementation group / tourism operators to review existing tourism products and market test trails concepts (20 hrs @ \$150 hr). Develop a 12-month promotional program to promote trails and other facilities, including targeted advertising, listing of websites, briefing and information distribution to information to linked visitor information outlets, publicity program to niche and mainstream print and radio media.

Membership Fees - Establish links with visitors centres and WA Tourism Network through payment of appropriate memberships

Industry Familiarisation Program - Develop familiarisation program for tourism industry network eg local visitor centres, WATC, RAC, media

Postcard Promotion - design, print and distribute postcards promoting the trails to local residents targeting visiting friends and relatives market

Brochure Distribution - contract specialist brochure distribution firm/s for targeted brochure delivery to key information outlets throughout WA.

Cost Estimates for Marketing and Promotion Plan

Tasks	Costs
Develop logo and design standards	\$6,000
Market Planning and Target Marketing	
o Marketing consultants – phone mentoring assistance	\$4,000
o Marketing consultants – review existing products; market test trails	\$3,000
o Promotional program	\$12,000
Membership Fees	\$3,000
Industry Familiarisation Program	\$5,000
Postcard Promotion	\$3,000
Brochure / Trail Guide Distribution	\$5,000
Trails "Guide Book": research, write and design; cartography; preparation (DL size; 20 pages including fold out map and cover pages)	\$6,000
Printing of Trail Guide Book	\$8,000
Sub-Total	\$55,000
10% GST	\$5,500
Total (including GST)	\$60,500

4.3 Information Brochure / Booklet

All trail users require information, to safely access and enjoy the trails in question. Delivering that information is often a challenge for trail providers, and is commonly one poorly met.

Ideally all trails should have a brochure that will contain an accurate and informative map, showing clearly the various routes that are possible, defined access and egress points, appropriate trail behaviour information and interpretive material. In addition such a map/brochure should show distances between points, and could provide basic 'trail notes' where appropriate.

Preparing such a brochure or booklet involves choosing a vital (but sometimes tricky) point on a spectrum between a glossy advertising product and a dreary and/or amateurish give-away. Information must be clear, concise, accurate, interesting and enjoyable. Good design can help produce a visually pleasing and educational product that will still fulfil its primary role of providing essential route-related information. Aesthetics

should never be allowed to overwhelm the provision of vital information such as distances, warnings (road crossings, other users, etc) and directions.

Distributing such a product can be difficult. Visitors to the trailhead may not even be aware that a brochure exists. Consideration should be given to distributing brochures from many locations in the region such as the Council offices, the Council's libraries and community centres, café's, and other shops, DEC's offices, tourist bureaux and - possibly - from dispensers at the trailheads.

Several other mechanisms exist for wider distribution (or just to raise awareness of the brochure/trail) via stories in local newspapers circulating in the region and the wider Perth metropolitan region, tourist bureaux and equipment suppliers.

When trails are developed and available for use, the recommended approach is to devise a 'package' of trail information – a small booklet that contains maps and other information about the complete set of trails (walk and drive) that are available in the City of Cockburn.

A brochure(s) or booklet should be professionally prepared and designed, and should be printed in an attractive format, pleasing to the eye yet still simple to read. It should have the following features:

- A clear concise map, with distances, scale bar, north point and other annotations;
- Trail notes, describing key points along the way and relating them to distances and directions;
- Background information about the City of Cockburn, the history of farming in the area, aboriginal history and early European exploration and settlement, other features of the region, the heritage buildings, and the trails themselves;
- Educational information about trail usage, safety and etiquette;
- Some interpretive information about culture, history, geography and environmental matters;
- Information about management and maintenance, including phone numbers for reporting any trail related matters;
- Emergency contact details and directions;
- Clear indication of routes to and from the trail head and parking areas, and guidance on do's and don't's regarding usage;

In summary, the brochure or booklet MUST be professional. It should be articulate, enjoyable to read, easy to follow, informative, educational and should inspire confidence in being able to follow each trail route. It is the primary point of contact with trail users and should be at least as good as the trail itself. There is no more certain way of condemning the trail to an uncertain future than by producing a sub-standard brochure/map.

There are many fine examples of trails booklets available, and the booklet prepared for the suite of trails to be developed in the City of Cockburn should be modelled on the best of those available.

4.4 Availability of Trail Information and Promotion

Access to information describing the location of existing trails is surprisingly difficult in many places in Australia. In most locations, a multitude of organisations, both government and local government, and community groups that manage the natural areas and parks within a local government (and surrounding local government areas) makes the accessibility of pertinent information complex.

For most people, land management boundaries are meaningless and irrelevant. One area of open space appears much the same (from a user perspective) as the next. The

community does not discern any difference between management agencies. Therefore, when attempting to acquire information, the community would assume that whatever trails information is available would be readily accessible at many outlets. Usually, information about trails is difficult to obtain.

It was noted with interest that there were no trail brochures for any existing trail within the City of Cockburn (apart from a very old Davilak Heritage Trail brochure) - and no promotional signage for any of the trails.

A priority action would be to establish a centralised location for the distribution and dissemination of trail information for the City of Cockburn. All trails related brochures and leaflets (when prepared) should be made available at least in one location – preferably more. Potential trail users should not be expected to travel all over the City of Cockburn seeking the information they desire – just because different management agencies look after different areas of the natural environment and the trails therein.

4.5 Mapping of Trails

An essential requirement of any trail is appropriate and adequate mapping – for use both on trailhead signs and promotional material (including brochures and web sites).

Maps provide a quick visual representation of the trail route – indicating primarily the route of the trail, the destination, whether it is out and back, or a loop.

Good mapping will contain an array of information, including:

- access roads from nearby towns (and distances)
- north point and scale bar
- trailhead location
- trailhead facilities (eg. parking, picnic tables, toilets, barbecues, etc)
- difficulty level (easy; moderate; difficult; disabled)
- length and duration (and direction of travel if one-way loop)
- points of interest along the trail, including geographical features
- symbols indicating location of interpretive panels (if any)
- other information if relevant and appropriate, such as crossroads, cross tracks, trailside furniture (seats, shelters, lookouts), viewpoints, emergency (fire) escape routes, etc.

SECTION 5: INTERPRETATION AND INTERPRETIVE SIGNAGE

5.1 Interpretation Signage on Trails

Interpretation is the key to the success or failure of many trails. Trails can be regarded as merely the vehicle for telling stories - for educating and entertaining people. For the business of delivering 'edu-tainment'.

On-trail interpretation is becoming more and more of a feature of trails built in recent times. When well done, interpretive signage can add significantly to the richness and depth of the user's experience. It can also generate a sizeable cost, and can be subject to ongoing vandalism in rural and remote areas. Care will need to be taken in a base-line decision about what on-trail interpretation is provided, and in choosing a style of signage with a reputation for withstanding both graffiti and vandalism. Anodised aluminium may be a good option, as it is sturdy and enables easy graffiti removal. All interpretation signage within any of the Regional Parks must also be in keeping with the Department of Environment and Conservation style guide.

The unique and varied flora, fauna and landscape of the City of Cockburn, its indigenous history, its settlement history, historic and contemporary agricultural enterprises, and characters of the area (past and present) are just a few of the themes that could be developed along the trails.

The quality of interpretation is often the key to the success - or failure - of trail projects. While some trails can rely upon the natural beauty for attracting visitors, most trails rely heavily on good quality interpretation to be successful and well used.

Interpretation reveals the meanings and relationships of our cultural and natural heritage to visitors, through first hand experiences with objects, artefacts, landscapes, and sites. Every aspect of our heritage has a story to be told. Heritage interpretation tells the tales of the land, past activities and land uses, its people, animals and plants, and in the telling, helps people form connections with our heritage. The history of various agricultural pursuits (market gardening, etc) in the City of Cockburn, and the successive waves of people who have lived and/or worked in the area, have a vast multitude of stories waiting to be told.

Visitors want to learn, see, and do! They travel to heritage sites and tourist areas for a mix of memorable educational experiences that are at the same time fun or entertaining - in short, they want "edu-tainment".

What will make the trails of City of Cockburn popular attractions will be the quality of the interpretive material, and the manner in which that interpretive material is presented and delivered. The trail interpretive material will encourage interaction and immersion, thus providing a far more rewarding learning experience.

Specialist interpretation consultants can be engaged to undertake the necessary research, consultation, writing and design of the panels, and to arrange manufacturing and delivery.

5.2 Recommended Interpretation

The following are just some ideas of subjects that could be interpreted along each of the recommended trails. The proposed budget for each trail project has an allowance for the necessary research and consultation to arrive at an agreed set of topics for interpretation along each trail. The following are merely 'thought starters'.

5.2.1 Davilak Heritage Trail

Lucius Manning, in the transcripts of two interviews which are held in the Fremantle library, describes the following (any of which could form the basis of numerous interpretive panels along the trail and/or around Manning Lake):

- Bush fire destroying Davilak in the 60's;
- Ship wrecks: Orizaba, Carlisle Castle
- Explanation of the name Davilak
- Owen Anchorage during the gold rush
- Tent Town
- Horses, "the only way to get about"
- The Davilak phaeton
- The Darac car
- Building a road from the gate to Davilak House
- Breeding horses for the army in India (Indian Remounts)
- Squatters on Manning land
- The cellars and observatory at Manning Hall
- Explanation of the name Mannings Folly
- Division of fathers estate
- Bricks as ballast
- Bushfires at Davilak
- Aborigines camp near Devils Lake (Davilak)
- The gardens at Davilak
- Fate of Davilak
- The well
- The Old Farm
- The building of Davilak Road
- Death of father
- Owen Anchorage
- Shipwrecks on the beach
- Escaped prisoners
- Convicts
- Staff at Davilak
- Issuing rations to the Aborigines
- Description of Davilak
- Chain gangs

Western lookout:

- Islands and their early exploration: Dutch ships Leeuwin 1622, Gulden Zeepaerd 1627. French ships Gros Ventre 1772, Astrolabe 1826.
- Early Dutch and French names for sites. Garden Island – Ile Buache, Carnac Island – Ile Berthellet
- Garden Island chosen by Stirling as site of temporary settlement
- Town of Clarence (Woodman Point)- 169 settlers on the Gilmore commanded by Thomas Peel arrived at Cockburn Sound
- Ship, the Leda- 1830 commanded by George Robb. (His representative Sidney Smith) Established Robb's Farm in Hamilton Hill

- Current land usage/industry of area in view
- Directional dial: Current buildings in view; prominent landmarks (including islands)

Eastern lookout:

- Manning Family / Davilak Lake / Davilak Homestead / Azelia Ley Homestead / subdivision of original property into smaller lots
- Hamilton Hill - the first successful settlement
- Directional dial: prominent landmarks
- The lake system (including Manning Lake and others in the Beeliar Regional Park)
- Indigenous interpretation: Beeliar district – name of the district between the Canning River and the northern extremity of the Murray River Aborigines lands. Beeliar Aborigines were the local sub-group of the Whadjug dialect group.

5.2.2 Mt Brown Lookout Trail

- Unexploded ordnance and military history of the region
- Flora and fauna of the area (x2)
- Birds of the area: bird identification panels (x2)
- Indigenous interpretation: Creation of Garden Island (Meandip) - "The crocodile Meandip came here and the Nyoongar said, "This is the Nyoongar land and we don't want you here – you are a bad man- you've got to go back to your land". But the crocodile said, "I'm not leaving." And so the Nyoongar decided they would call on the Waugal to help them. The Waugal said he would fight Meandip and the winner would keep the land. And so they fought all the way round the mouth of the Swan River to Cockburn Sound where Garden Island is. Now the Waugal got the better of Meandip, put a foot on him, pulled a whisker out of his face and tied him up. And when you look at the island from up high to the SE, you can see the white cliffs (his teeth), the knob (his crown) and then there's the rest of Meandip's shape. That's how garden Island got its aboriginal name – Meandip."

5.2.3 Henderson Cliffs Trail (Ancient Coastline Track)

- Formation of the cliffs; coastline advance and recession; formation of offshore islands.

5.2.4 North Lake Circuit

- Flora and fauna of area/lake (x3)
- Indigenous interpretation: Aboriginal mythology and beliefs: inhabited by Waugal who maintains the flow of the springs that feed them.
- Indigenous interpretation: Semi-permanent camping ground and source of turtle and wildfowl. (NE edge and S shore of Bibra Lake)
- Indigenous interpretation: Used for ceremonial activities and firestick stories.
- Indigenous interpretation: Some parts of Bibra and North lake were for men only (including for initiation).
- Birds of the lake: bird identification panels (particularly at proposed bird hide).

5.2.5 Bibra Lake Circuit

- Previous name - Walliabup. Then named after Von Bibra who had a market garden in 1843.
- Chinese market gardens bordering the lake.

- Origins of the Norfolk Island Pine trees (1900 John Dixon planted 2) – on Municipal Inventory.
- Other early residents of the area.
- Meller House near Bibra Lake (on Municipal Inventory)
- Indigenous interpretation: Aboriginal Fringe Camps - associated with working on farms and cutting timber bean poles for market gardeners
- Indigenous interpretation: limestone pinnacles near Adventure World - rainmaking site
- Birds of the lake: bird identification panels (in old bird hide and at hide on refurbished boardwalk and bird hide) (x4).

5.2.6 Market Gardens Swamp Circuit

- Market gardens – vegetables and fruit. Olive oil. South Coogee (1890's), Spearwood, Hamilton Hill (by 1930). Chinese and European.
- Various panels outlining the history of the more significant families/names associated with market gardening of the region (as evidenced by the street names).
- Birds of the swamps: bird identification panels (at proposed bird hides and viewing platforms) (x4).

5.2.7 Lake Mt Brown Trail

- Birds of the lake: bird identification panels (in proposed new bird hide on boardwalk)
- Aboriginal mythology and beliefs.

5.2.8 Yangebup Lake Trail 2

- Note: some interpretation already exists around trail.
- Flora and fauna of area/lake (x2).
- Aboriginal mythology and beliefs.

5.2.9 Little Rush Lake Trail

- Note: some interpretation already exists around trail.
- Aboriginal mythology and beliefs

5.2.10 Lake Coogee Trail

- Pensioner Guards (In the 1880's they established a community around Lake Coogee. Village did not survive)
- Limestone Well, Stone Ruins – Lake Coogee (on Municipal Inventory)
- Adjoining industry
- Birds of the lake: bird identification panels (in bird hide) (x2)
- Fringing vegetation of the lake
- Tuart trees (on Municipal Inventory)
- Indigenous interpretation: Creation Myth for Lake Coogee and Western Chain of Cockburn Wetlands and Limestone Ridge – "A Sparrow and a Hawk flew into the round hole in the earth where the moon rested during the day. This hole is located in the vicinity of North lake. The two birds stole fire from the moon in the form of a fire stick. They flew along the limestone ridge near the ocean. The bush caught fire. The moon called his uncle, the ocean to help. The ocean rose and extinguished the fire. Nyungars were drowned and the lakes in the area were formed, including Lake Coogee."

5.2.11 Kogolup Lake Trail

- Flora and fauna of area/lake (x2)
- Birds of the lake: bird identification panels (x2)
- Indigenous interpretation: Fishing and Hunting in the lakes - Aborigines watched the pelicans to see how they line up and swim to drive the fish in front of them. Nyoongars did the same thing to drive the fish into shallow water and then spear them.
- Indigenous interpretation: Building of traps in the reeds to catch ducks.
- Indigenous interpretation: Using hollow reeds as snorkels and swim under water towards the duck and then grab it.

5.2.12 Manning Lake Trail

- The Aboriginal name for the lake was Dgilgie's.
- The word 'Davilak' is believed to be a combination of 'Devil's Lake' and 'Davies Lake'. Devil's Lake refers to the local Aboriginal people's belief that devils haunted the lake after dark, and Davies was a hermit who frequented the area around the lake.
- Duck shooting on the swamps and lakes around Davilak
- Birds of the lake: bird identification panels (x2).

5.2.13 North Coogee Coastal Trail

- Life and times of CY O'Connor – his greatest achievements (x 3).
- The suicide of CY O'Connor C.Y. O'Connor statue (on Municipal Inventory).

5.2.14 Woodman Point Circuit

- None recommended (upon advice of DEC).

5.2.15 Coastal Pathway

- Fremantle Smelting Works 1901 - beginning of industrial age of Cockburn
- Explosives manufacture for mining - Near Robb Jetty in sand hills
- Moreton Bay Fig trees – near Robb Jetty Abattoir (on Municipal Inventory)
- South Beach Horse Exercise Area - since 1833
- Robb Jetty abattoir - "The Kimberley Ring" – companies that held large pastoral properties
- Horse Racing Industry - Randwick Stable and house; est 1923 by the Marks family. Blacksmiths, saddlers hundreds of horses and stables throughout the area
- Cattle Plague: 1922-1923
- Robb Jetty Chimney (on Municipal Inventory)
- South Fremantle Power Station
- Coogee Hotel and Post Office
- Lime kilns along the coast
- Lighthouse and lighthouse keepers' cottages.
- Indigenous interpretation: Robb Jetty Camp - in the sand hills to the south of South Beach.

5.2.16 Thomsons Lake Trails

- Flora and fauna of area/lake (x4).
- Aboriginal mythology and beliefs.
- Birds of the lake: bird identification panels (x2)

- Panels identifying the variety of vegetation types (especially in NE quadrant, including paperbarks).

5.2.17 South Lake Trail

- Note: significant Indigenous interpretation already.
- Flora and fauna of area/lake (x2)
- Birds of the lake: bird identification panels (x2).

5.2.18 Beeliar Lakes Trail

- Indigenous interpretation: Beeliar Pad – joined chains of wetlands and waterways. Part of an Aboriginal track or pad from the Swan River to the Murray River, which passed from Fremantle, through North Lake and Bibra Lake and the chain of freshwater lakes leading to Mandurah. A pad led also from this N/S track west to the present Rockingham area. Used for travelling and camping.
- Note: Trail will encompass segments of other trails, and therefore interpretation associated with other trails.

5.2.19 Ridge Trail

- Indigenous interpretation: Creation of Cockburn Sound and Rottnest, Carnac and Garden Islands - 2 stories:
- 1. "These once formed part of the mainland, however the Waugal caused the ground to split asunder with great noise and the sea rushed in between, leaving the islands as they are today."
- 2. "The islands once formed part of the mainland and the intervening ground was thickly covered with trees, which took fire in some unaccountable way, and burned with such intensity that the ground split asunder with a great noise and the sea rushed in between, cutting off the islands from the mainland."
- Indigenous interpretation: The Sea - The Aborigines along the whole line of western coast believe that when the body dies, the spirit goes away westward through the sea to some country far away, and that there the spirit lives in much the same manner as it has lived when in the flesh.

5.2.20 Tramway Reserve Trail

- The Peel Estate.
- The extent and duration of the tramway.
- The reasons for the development of the tramway.
- Earliest pioneers of the area and early settlers.
- Note: Trail will encompass segments of other trails, and therefore interpretation associated with other trails.

5.2.21 Drive Trail and Water Trail

- See section 7.

5.2.22 Denis De Young Trail

- Flora and fauna of area/lake.
- Reserve name detail.
- Trotting and Pony Club Complex.

5.2.23 Shirley Bella Swamp Reserve Trail

- Flora and fauna of area/lake.
- Reserve name detail.

5.2.24 Banksia Eucalypt Woodland Reserve Trail

- Flora and fauna of area and wetlands.
- Reserve name detail.
- Birds of the wetland.

SECTION 6: TRAIL DEVELOPMENT CONSIDERATIONS

6.1 General Considerations

The following information is provided as a backdrop for the trails construction and upgrading program described elsewhere in this Trails Master Plan. It is intended to give a framework against which to measure recommendations made regarding the construction / upgrading of the trails. Each section addresses a key area, and provides information relating to the parameters used in assessing requirements.

6.1.1 General Considerations for Sustainable Trails

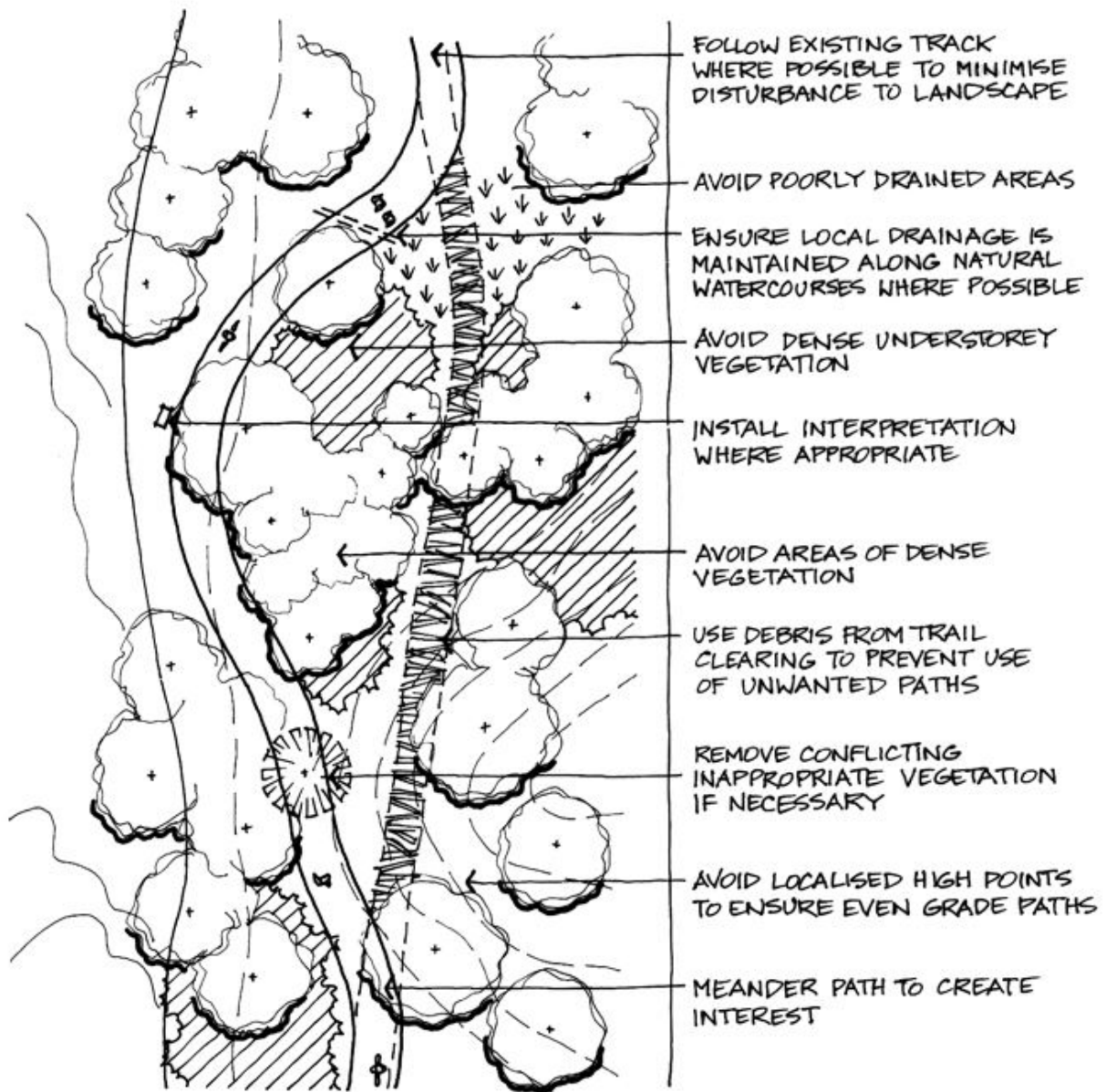
This section of the Report addresses a series of matters relating to trail design and development – to achieve trails (and paths) that are constructed with minimal disturbance to the natural environment, are sustainable and that require minimal maintenance.

In general, the following general design and location considerations should be taken into account before and during construction of any trail or path:

- ❖ Following existing tracks/trails where possible to minimise disturbance to the landscape.
- ❖ Avoiding poorly drained areas.
- ❖ Ensuring local drainage is maintained along natural watercourses where possible.
- ❖ Avoiding dense understorey where possible.
- ❖ Avoiding areas of dense vegetation that may require heavy clearing.
- ❖ Avoiding environmentally sensitive areas (eg. areas of endangered flora).
- ❖ Using debris from trail clearing to prevent use of unwanted paths.
- ❖ Removing conflicting inappropriate vegetation if necessary and as approved.
- ❖ Avoiding localised high points to ensure even path grades.
- ❖ Avoiding long straight sections with long steady grades. Trail to meander to take advantage of natural and man made features and to create interest.
- ❖ Avoiding areas with high erosion potential.
- ❖ Locating path near to points of interest.
- ❖ Taking note of safety hazards and avoiding where possible.

Careful examination of aerial photography, supported by extensive on-the-ground verification, will enable the best possible routes of proposed trails to be selected that maximises use of already-disturbed locations and that minimises the need for clearing of vegetation. The budget for proposed trails (or extensions to existing trails) includes an allowance for additional fieldwork to confirm trail routes, and selection of suitable sites for interpretive panels and trailside furniture (and road crossings).

Effective drainage will be essential along the proposed trails. Nothing is more devastating to a trail surface than extensive use in wet, boggy conditions. Such use in wet periods on unstable areas may loosen the trail subsurface and will create an ongoing maintenance problem.



TRAIL ALIGNMENT GUIDELINES

Similarly, allowing water to flow down a trail without creating 'run-off' opportunities is quite clearly going to produce erosion problems. Siting of the (proposed) trail routes on higher (level) ground has been an aim.

Choosing appropriate materials for the trail's sub-base and topping (surface layer) is critical to the longevity and suitability of the trail for the intended user groups.

Culverts and other drainage controls (steps and water bars) should be used to direct run-off away from the trails where needed. It should be noted that some slope is desirable on shared-use trails. A perfectly level trail will hold water (ponding), creating mud holes which then become maintenance problems.

6.1.2 Trail Width and Height

Walk trails in the locations proposed should have a maximum trail width of 1.5 metres on those sections where purpose-built trail is required. In some sections however, the surface will be wider, as it will follow existing vehicle tracks.

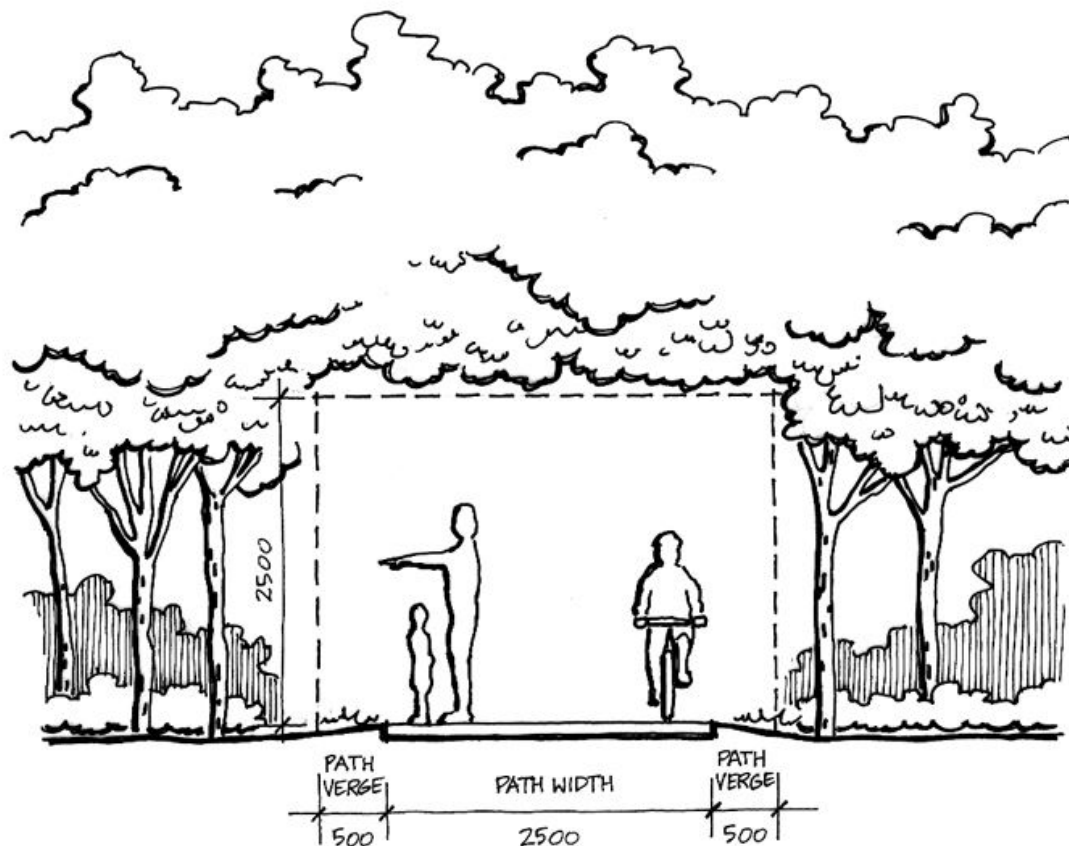
On some sections of new purpose-built walk trail, there is an opportunity to provide a more intimate experience by reducing the trail width to around 1.0 to 1.2 metres. The expected lower usage levels will mean fewer opportunities for conflicts to occur between users.

On trails only to be used only for walking (where cycling and mountain biking are to be excluded) height clearance should be around 2.5 metres. Pruning of overhanging branches should occur where necessary to enable safe passage without the need for stooping under branches.

To function effectively, shared-use trails should have a minimum trail width of 2.5 metres – this is the recommended minimum width for shared use paths as set out in Austroads' *Guide to Traffic Engineering Practice – Part 14 – Bicycles*.



Quality construction, such as these rock steps on the Golden View Trail in Kalamunda, is the hallmark of a quality trail.



Maintaining consistency of width is important – particularly when cyclists are likely to be the main user group using a trail or pathway.

It is important to ensure that the entire trail is available for a wide range of users (including people with disabilities, parents with prams, etc) rather than having the trail solely for able-bodied walkers.

People in wheelchairs, and cyclists, need ample space to pass each other without having to divert off a path or trail.

6.1.3 Trail Surface Material

A smooth natural earth surface (or crushed limestone) is most appropriate for the proposed walk trails in the City of Cockburn. In some cases, the existing earth surface should be firm enough in locations to provide pleasant walking conditions, and should be pleasing to the eye of walkers.

Some short sections of existing trails require additional fill material, especially where the trail alignment is steep and is subject to erosion. These areas are not extensive.

A smooth compacted surface is most appropriate for shared-use trails. The surface should be firm enough to provide cyclists with a relatively smooth ride, and free of potholes and undulations.

It is noted that the preferred surface material for existing trails is crushed limestone. For many of the proposed trails, the preferred trail surfacing material is crushed limestone.

6.1.4 Erosion Control and Water Crossings

Proper drainage is of considerable importance in constructing a lasting, maintenance-free facility. Water should be removed from trail surfaces as fast as possible, wherever possible. The steepness of some of the trails and the type of soil dictate individual site requirements for the frequency of draining water from the trail.

6.2 Safety Considerations

The most significant safety issue is that which relates to possible conflicts between different types of trail users – legal and illegal - for example, walkers and trail bikes or 4WD's, or cyclists and walkers. Effective signage will greatly limit this potential problem. An allowance has been made in the budget for some of the trails for additional signage to minimise conflict between user groups.

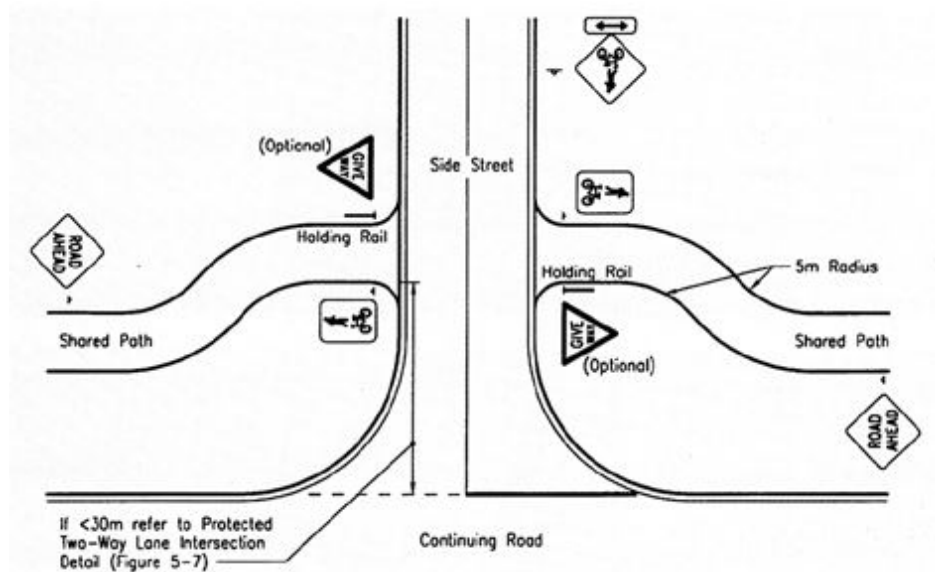
6.2.1 Road Crossings

Road / trail crossings always present a special hazard which must be addressed carefully. A crossing should have enough space cleared and levelled on both sides of the road to allow trail users travelling together to gather in a group and cross *en masse*.

One-at-a-time crossing greatly increases the overall time in the roadway and therefore increases the likelihood of encountering a vehicle. The crossing should ideally be at a straight, level area allowing both trail user and vehicle driver good visibility and the driver ample stopping distance (if possible).

Signs required to create safe road crossing are outlined in the next section of this report. The trail should be clearly marked on each side of the road for easy recognition and the crossing be designed to move the trail user away from the road reserve as quickly as possible. If at all possible the trail should not slope down - or up - to the road. Such slopes elevate danger levels considerably.

Conformity with road crossing detail as specified in *Austroads Guide to Traffic Engineering Practice - Pt 14 - Bicycles* is essential. (See diagrams).



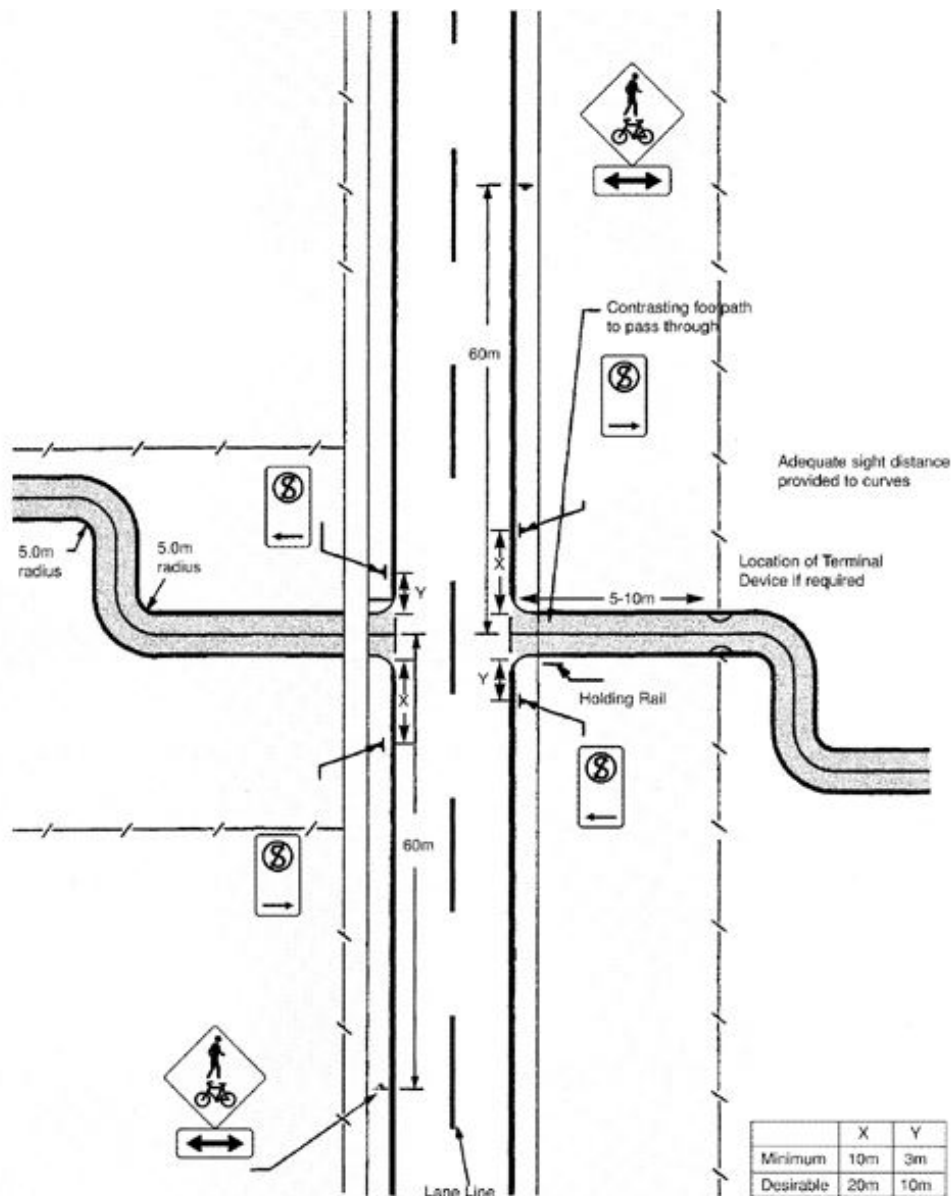
Intersection of Shared Path and Road – Preferred Treatment (Minor Crossing)

Source: *Austroads Guide to Traffic Engineering Practice - Pt 14 - Bicycles: Figure 6-35 Page 97*

6.3 Signage

Signage is another important facet of the City of Cockburn trails network where improvements could occur. During fieldwork it was noted that few directional markers exist along trails, and trailhead signage was basic – if present at all. No 'promotional' signs exist.

Several kinds of signage are required on trails including distance, directional, warning, promotional, etiquette and interpretive signs. Trail signage should be standardised across the City of Cockburn, regardless of management agency. It should accord with relevant local or Australian 'standards' or practices.



Preferred Treatment of Road/Path Intersection (*Major Crossing*)

Source: Austroads Guide to Traffic Engineering Practice – Pt 14 – Bicycles: Figure 6-29 Page 93

It is recommended that trails in the City of Cockburn have a consistent colour scheme and consistent and uniform suite of logos (with a logo unique to each trail). The use of distinctive trail markers and colour scheme is important throughout the City of Cockburn, to engender a sense of uniqueness.

The extent of directional signage will depend on the target market – the more 'rugged' the trail, the less the need for trail markers, but the more important it is to have clear information at the trail-head (warning of trail conditions, length, duration, etc).

Trail markers need to be placed at regular intervals along each route – and particularly at corners and junctions. The spacing and location of these markers will depend on the local

factors, and intended user groups. A unique colour scheme could/should be considered. The trail markers should have a distinguishing symbol or logo.

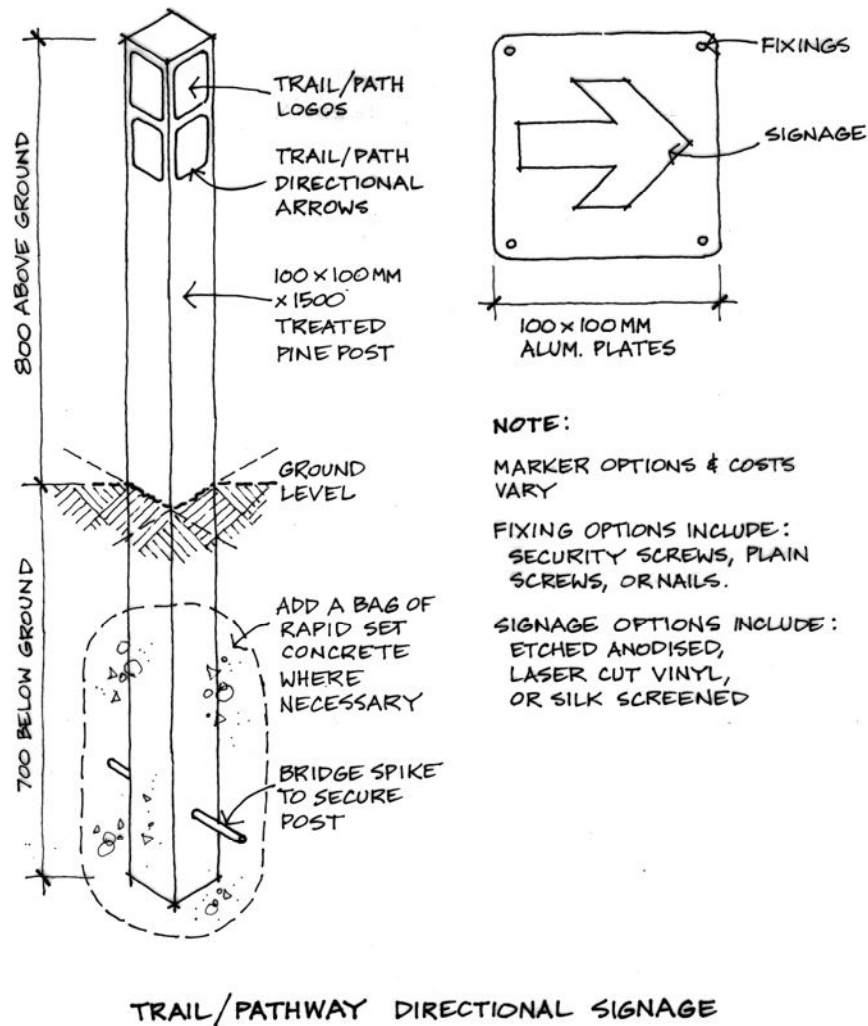
6.3.1 Directional Signage

Trail markers need to be placed at regular intervals along all trails – particularly at corners and junctions. As the proposed trails within the City of Cockburn will attract a large number of novice (inexperienced) walkers and visitors unfamiliar with the area, it is considered appropriate to install markers at closer intervals than would normally be the case. It is recommended that directional markers be placed on treated pine post totems every 200-400 metres. The pine posts should be 125-150mm diameter, 1.5 metres in length, and buried 600mm in the ground. At these recommended spacings they should be clearly visible in the near distance and minimise confusion and uncertainty. The standard colour scheme is black on a yellow triangle, but given the uniqueness of some of the localities a situation-specific colour scheme should be considered. The trail markers should have a distinguishing symbol.

Markers are usually not required along straight sections of trail as the trail is usually clear and obvious, but given the fact that the Cockburn trails will attract entry-level trail users, it is recommended that additional trail and directional markers be used to assist these users. The use of a higher number of directional trail markers will result in even the most inexperienced of users feeling confident that they can remain on track. Markers should be either vertical (straight ahead) or horizontal (turn here). They must be affixed with at least 2 nails (on pine posts) to prevent them being turned or removed by vandals. Alternatively, the direction markers could be affixed with glue/silastic. Direction markers should be a triangle, made of aluminium, not less than 1.6mm thick, 80mm wide at the base, and 110mm high.



The Guildford Heritage Trails are an excellent model for how walk trails should be developed. They feature interpretive panels (left photo) for each 'site' along the trails, and excellent directional markers (right photo) for each of the trails.



6.3.2 Promotional Signage

Though the location of some of the trail locations are quite likely familiar to local people and regular or frequent visitors to the area, it is recommended that a 'promotional' sign be erected at nearby (major) intersections to give prominence to the trails. The installation of "Davilak Heritage Trail" (for example) signs on Rockingham Road and Hamilton Rd will make motorists and other road users more aware of the trail, hopefully inducing greater attention and enquiry when driving through the area. This style of promotional signage has been used to great effect on the Bibbulmun Track and the Railway Reserve Heritage Trail. The proposed signage should be constructed as a 1200mm x 250mm x 3mm aluminium panel (painted both sides).

The aluminium panel should be constructed with a 10mm 'lip' to provide greater strength. The sign should bear the name of the trail - and have the recommended logo - on both sides.

It should be mounted on 100mm - 150mm treated pine posts approx. 1 metre out of the ground. The actual posts would be either 1.5 or 1.8 metre long, thus having 600 - 800 mm in the ground. The sign would be placed in a slot cut in the top of the posts, and security bolted through the post.

An alternative is to have a Tourist Attraction type sign (white lettering on brown sign, with chevron arrow) – see example sign below.



Promotional signage should be installed to alert road users to the presence of a trail. The Railway Reserve Heritage Trail (left photo) in Mundaring illustrates best practice. The use of 'chevron' signs (right photo) is another well recognised way of informing road users of the presence of a historic or scenic site.

6.3.3 Interpretive Signage

A wide range of materials are used for interpretive panels across Australia. These vary substantially in terms of longevity/hardiness and price. Simply put, the cheaper the panel the more prone it is likely to be to vandalism and the shorter the period that it will retain its full original 'colour' and therefore its aesthetic appeal. Experience in many locations has shown that vandals and the weather can combine to make life difficult for interpretive panels, and can quickly erode the investment made by the host organisation.

If interpretive panels are to last – and are to still be looking good in 5 – 10 years time, they will necessarily be from the more expensive end of the spectrum.

One particular panel material (and manufacturing process) is recommended – especially in locations such as the City of Cockburn that are going to be exposed to a high potential for vandalism because of the isolated and remote nature of some of the existing and proposed trails.

Architectural-grade etched anodised aluminium panels retain their high-quality aesthetics into the 10 year (and beyond) time-frame – regardless of weather. Further, this material / process has the greatest resistance to vandalism (paint, ink, pen, felt pens, scratching, impact damage etc) of any known option on the Australian market.

Not surprisingly, this grade of etched anodised aluminium is at the more expensive end of the range, and can cost up to double some of the cheaper options. Further, only one manufacturer (Armsign Pty Ltd, Lismore, NSW) produces these panels. It is important to note that other manufacturers produce 'photo-anodised aluminium' panels (generally at a cheaper rate) – but this is NOT the same process and does not produce the same quality or longevity.

While this 'monopoly' may lead to concerns about inflated prices, it has been found that Armsign are genuinely committed to a competitive approach, knowing that their panels are always being compared with cheaper processes. This ensures that their quotes give good value-for-money, despite the lack of direct competition. Many clients do not understand the (significant) differences between various aluminium-based panels and therefore apply continuing pressure to Armsign's costing regime.

6.4 Trailheads and Parking

Given that the much of the usage of the trails is likely to come from visitors to the region from elsewhere in the City of Cockburn and elsewhere in the Perth metropolitan region, a formal 'trailhead' is vitally important to give trail users a defined starting and ending point. It is valuable to have a defined location for a large interpretive / information / mapping display, from which all directions and distances are taken, and to which users from further away can be directed.

Trailheads should generally have ample places for parking of cars (and tour buses if desirable), picnic tables, and trailhead signage.

An excellent model for the City of Cockburn to follow is that from the *Great Short Walks* program of Tasmania. All 60 trails included have been selected on the basis of their scenic appeal, quality construction, interpretation and other signage. Each of the 60 trails feature a standard eye-catching trailhead sign, which has information about the trail, as well as a map of the trail route. The map panel also gives basic information about the trail including distance and difficulty rating.



All trails included within the Great Short Walks of Tasmania have a unique and eye catching trailhead signage system. Upon arriving at the trailhead, trail users have the knowledge that they are in for a quality experience, as these trails have been selected because they meet some stringent qualification criteria to be included in the program. Something similar is envisaged for the trails of the City of Cockburn

SECTION 7: LINKS BETWEEN TRAILS – DRIVE TRAILS

7.1 Drive Trails and Heritage Tourism

The research and investigations carried out in the preparation of this Trails Master Plan reveals that a heritage drive trail along the coast of the City of Cockburn is a feasible proposition and justified, given the wealth of heritage (both natural and built) that exists throughout the area.

The brief for this project asked for:

"An outline of a heritage interpretation trail for the coastal areas from Fremantle to Rockingham including a boat based trail with reference to the heritage of Cockburn Sound and Garden and Carnac Islands. This sub project to be modelled upon the Golden Quest Discovery Trail".

The Golden Quest Discovery Trail is a heritage based drive trail in the eastern goldfields of Western Australia. The trail is 965 kilometres long. Features of the trail are:

- 25 'sites' featuring an important place or natural area of the region (gold mine, hotel, cemetery, lone grave, transport infrastructure, woodlines, creeks, etc);
- Provision of interpretive panels at each of the 25 sites;
- "Map" panels at selected locations enabling trail users to easily navigate their way around the trail;
- Directional signposting, again enabling trail users to easily navigate their way around the trail;
- A 161 page full-colour guidebook, with additional stories and photographs to enhance the experience, as well as trail maps for each section of the trail (indicating places of interest and interpretive sites);
- 2 CD's included within the guidebook, with audio tracks to be played between sites providing historical information and entertainment with a humorous slant; and
- A web site, providing information about the trail.

Given the City of Cockburn's rich and colourful history, its importance in the tanning, power production, market gardening, boat building and numerous other industries of Western Australia, the development of additional trail (and outdoor) activities in City of Cockburn will serve to attract and keep tourists longer.

This Trails Master Plan has concluded that a heritage drive trail, linking existing and proposed trails and other attractions and heritage sites of the City, can be designed to deliver significant economic and social benefits to the communities of the City of Cockburn – as well as delivering additional tourist attractions for visitors.

It is recommended that the City of Cockburn work with adjoining local governments to plan and develop a heritage drive trail, similar in concept to the Golden Quest Discovery Trail, thereby showcasing what the City (and its neighbouring local governments) has to offer in the way of built and natural heritage.

The range of possible sites (or subjects of interpretation) on the drive trail would include:

- Fremantle smelting works
- Robb Jetty abattoir
- South Beach Horse Exercise Area
- South Fremantle Power Station

- Newmarket Hotel
- Pensioner guards
- Market gardens
- Manning Lake / Davilak Homestead / Azelia Ley Homestead (museum)
- Lime kilns
- Powell's dairy
- Horse Racing Industry - Randwick Stable and house
- Gun emplacement
- C O'Connor Statue
- Coogee Beach and boathouses
- Coogee Hotel and Coogee Post Office
- Clarence townsite
- Explosives magazines
- Woodman Point and quarantine station
- Railway to Woodman Point
- Lighthouse and lighthouse keeper's cottages
- Boat building industry
- Henderson Cliffs
- Mt Brown

During the course of preparing this Trails Master Plan, it was discovered that the some work had been done by the South West Group to develop a South West Corridor Coastal Drive – the Catalpa Coast Tourist Drive. That project envisages a drive trail between Fremantle and Mandurah.

Sites listed in the document (within the City of Cockburn) are:

- Newmarket Hotel
- Port Coogee
- Coogee Beach, Post Office and hotel
- Woodman Point
- Jervoise Bay Boat Harbour
- Beeliar Regional Park
- Henderson limestone cliffs and lookout
- Challenger Beach

If properly and thoroughly planned, the drive trail will cater for the majority of visitors – as it would provide a quality experience.

If motorists chose to stop at each of the designated sites along the drive trail, read the interpretation which should be provided, and experience walk trails (where available), visitors could easily fill in a complete day with interesting activities, thereby keeping visitors in the region longer.



The suggested heritage drive trail along the coast between Fremantle and Rockingham should include interpretive panels at selected sites (similar to those on the Golden Quest Discovery Trail – left photo). Directional signage will also be required – such as along the Golden Quest Discovery Trail (right photo).

The drive trail, if implemented, would enable visitors to the City of Cockburn (and the neighbouring local governments) to discover the natural and human history of the region. The project should also focus on the natural environment.

As is the case with the Golden Quest Discovery Trail, the proposed drive trail is an excellent the perfect 'vehicle' for delivering interpretation of the many facets of life and industry in the region. Each of the stopping places along the drive trail route should have an interpretive panel, and all panels should include information relevant to, and consistent with, an overall theme.

The task ahead is for the City of Cockburn to work with the South West Group to develop a detailed project plan, similar in style to the Golden Quest Discovery Trail. The trail, when complete, should consist of:

- A series of well presented stopping places (ie. 'sites');
- Interpretive panels (or interpretation – not necessarily a static panel, could be rusty steel cut-outs);
- A trail guide (brochure or guide book);
- Audio interpretation (CD's or audio files downloadable onto MP3 player);
- Directional signage; and
- A web site.

7.2 Water Trail

Given the tremendous history that exists on the land along the coast and on and under the water, between Fremantle and Mandurah, it should be possible to develop a water-based heritage trail – similar in concept to a drive trail.

A water trail is similar to a land-based trail in that it has a route with access points. The overall philosophy taken in planning a water trail is to take users on a “treasure hunt”, rather than just a list of places to stop and look at things of interest. Navigating on a water body (a lake, a creek or along a coastline) and “finding all the treasures” can bring a sense of achievement.

A water trail will likely attract attention from canoeists, kayakers, as well as motorised fishing and pleasure craft.

As Cockburn Sound contains a number of islands, and wrecks, the type and number of sites available to users of a water trail will vary from those to be experienced on the drive trail.

There are a number of design elements common to drive trails and water trails – these are:

- signage – directional, promotional, and interpretive (at landing points and trailheads);
- trail furniture (at landing points); and
- trailheads and parking.

The budget limitations of this project has not enabled a comprehensive and detailed examination of the potential for a water trail to be undertaken.

It is recommended therefore that the City of Cockburn give consideration to the preparation of a detailed water trail development plan, which would include:

- Feasibility of the water trail;
- Assessment of potential users;
- Research into history of the Cockburn Sound area;
- Selection of potential sites;
- Development of potential interpretive information;
- Consideration of wayfinding and navigational issues; and
- Assessment of likely ‘trailheads’ and landing areas.

SECTION 8: RESOURCES AND FUNDING OPPORTUNITIES

8.1 Introduction

This Section provides a detailed list of potential funding sources – from all level of Government, corporate sponsors, community-government programs such as Green Corps and the use of community volunteers such as Conservation Volunteers Australia.

Resourcing trail construction and promotion programs can be challenging, as can resourcing ongoing maintenance requirements. It must be recognised that a Trails Master Plan such as this, and the individual projects it contains, are an investment in the future. Well planned and built, well interpreted and appropriately promoted, the trail projects will bring tourists and money into the City of Cockburn. They will stimulate the creation of jobs, and will significantly assist in the conservation and preservation of heritage (natural and cultural) throughout this area. The trail projects outlined will also benefit local communities in a range of ways already elucidated.

Trail projects should be seen to be a valid and valuable investment for the City of Cockburn. They will deliver a wide range of tangible benefits, many of which service areas of great and obvious need.

A range of sources of funds and other resources are currently available, and some of the better known are summarised below. This list should NOT be taken to be full and final, as there are no doubt other sources not shown.

8.2 Funding Programs

8.2.1 TQAL (formerly known as the Australian Tourism Development Program)

TQAL Grants is a competitive merit-based funding program aimed at stimulating sustainable growth in the Australian tourism industry. It will do this by supporting innovative, high-quality tourism products that contribute to the long-term economic development of Australia. Through TQAL Grants, the Australian Government has redesigned the program formerly known as the Australian Tourism Development Program to better position the Australian tourism industry in a highly competitive market.

There are three categories of funding, each with separate eligibility requirements, evaluation criteria and funding requirements.

Category 1 \$5,000 - \$100,000

Category 1 grants of between \$5,000 and \$100,000 for Innovative Tourism Projects. Category 1 projects should aim to stimulate the development of innovative tourism product, service(s) or system(s).

Category 2 \$100,000 - \$500,000

Category 2 grants of between \$100,000 and \$500,000 for Integrated Tourism Development Projects. Category 2 projects should aim to enhance the overall tourism appeal of a large area by encouraging inter-regional collaboration to achieve greater tourism benefits. Projects funded under this category will be large scale, collaborative, multi-faceted activities that involve a number of regions.

Category 3 \$25,000 - \$500,000.

Category 3—grants of between \$25,000 and \$500,000 for National or Sectoral Tourism Initiatives.

TQAL Grants will be delivered by AusIndustry in the Department of Innovation, Industry, Science and Research on behalf of the Department of Resources, Energy and Tourism.

Contact details:

www.ret.gov.au/tourism or at www.ausindustry.gov.au/tourism and follow the links to TQUAL Grants. Alternatively, contact the AusIndustry Hotline on 13 28 46

Applications for TQUAL Grants opened on 15 April 2009 and closed on 11 June 2009. It is not clear when future rounds will open/close.

TQUAL Grants at a Glance

	Category 1 Innovative tourism projects	Category 2 Integrated tourism development projects	Category 3 National or sectoral tourism initiatives
Applicants	<ul style="list-style-type: none"> private sector business non-profit organisation regional tourism or regional economic development organisation local government agency (LGA) 	<ul style="list-style-type: none"> regional tourism or regional economic development organisation local government agency (LGA) non-profit organisation 	<ul style="list-style-type: none"> national tourism peak bodies national tourism industry associations national tourism sectoral industry associations.
Applicant eligibility	<ul style="list-style-type: none"> be incorporated be registered for GST have matching cash <p>LGAs must demonstrate additionality</p>	<ul style="list-style-type: none"> be incorporated be registered for GST have a compulsory cash contribution of 10% of the value of the grant requested include collaborative partnerships with private sector businesses who contribute directly to the project (cash or in-kind – evidence must be provided) <p>LGAs must demonstrate additionality</p>	<ul style="list-style-type: none"> be incorporated be registered for GST have a compulsory cash contribution of 10% of the value of the grant requested
Funding	\$5,000 to \$100,000	\$100,000 to \$500,000	\$25,000 to \$500,000
Aims / focus of category	<ul style="list-style-type: none"> stimulate the development of an innovative tourism product, service or system. 	<ul style="list-style-type: none"> enhance the overall tourism appeal of a large area by encouraging inter-regional collaboration to achieve greater tourism benefits. 	<ul style="list-style-type: none"> provide strategic support to the Australian tourism industry by funding national or sectoral peak bodies to develop national projects that offer leadership to industry.
Project requirements	<ul style="list-style-type: none"> provide visitors with high quality services and experiences lead to an increase in visitation and yield that contributes to long-term economic development in the host region 	<ul style="list-style-type: none"> large scale collaborative include multi-faceted activities involve a number of regions. 	<ul style="list-style-type: none"> showcase innovation encourage productivity gains support world's best practice across all elements of the tourism supply chain. have national benefit or application

	Category 1 Innovative tourism projects	Category 2 Integrated tourism development projects	Category 3 National or sectoral tourism initiatives
Project examples	<p>NOTE: Only one option can be applied for and funded per project.</p> <p>Option 1—Project initiation - funding ranges from \$5,000 to a maximum of \$25,000 to undertake:</p> <ul style="list-style-type: none"> • research • market testing • feasibility studies <p>Option 2—Project planning - funding ranges from \$40,000 to a maximum of \$75,000 to undertake:</p> <ul style="list-style-type: none"> • preparation of drawings / design specifications • development of a project implementation strategy • facilitating community consultations • meeting compliance requirements • preparing investment proposals <p>Option 3—Project implementation - funding ranges from \$50,000 to a max of \$100,000 to undertake:</p> <ul style="list-style-type: none"> • enhancing the tourism experience • re-investment in existing infrastructure • enhancing the quality of visitor experiences by developing and/or implementing innovative approaches to visitor services/facilities • any other innovative project that has the potential to increase tourism 	<ul style="list-style-type: none"> • Develop distinctive regional or inter-regional product • Provide tourism support infrastructure • Develop industry quality processes, and/or industry planning or management processes • Product and/or market development • Assist communities / regions to plan for and manage increased tourism • Re-brand or refresh existing brands 	<ul style="list-style-type: none"> • advance the tourism industry as a whole • national or sectoral tourism industry policy development needs • development of 'whole of industry' systems and processes • development and implementation of national or sectoral skills development programs • development and implementation of sectoral industry quality programs • development of industry or sectoral programs which address economic performance, improved efficiency and increased productivity.

8.2.2 Indigenous Heritage Programme

Australian Government support of more than \$3.5 million in 2008-09 will help identify, protect and share Australia's Indigenous heritage.

The Indigenous Heritage Programme provides Indigenous organisations or not-for-profit bodies with grants for projects up to \$100,000 (GST inclusive). Individual Indigenous applicants are generally eligible for funding up to \$5,000 (GST inclusive).

To be eligible, a project must relate to one or more of the following five activities:

- Conservation of a place or places of Indigenous heritage significance.
- Identification of Indigenous place(s), and/or the Indigenous heritage values of a place or places, for heritage protection, heritage listing or conservation planning.
- Heritage Planning, including projects which will develop plans to assist with the identification, conservation and/or promotion of the Indigenous heritage values of a place or places.
- Sharing Australia's Indigenous Heritage, including projects that interpret or explain a significant Indigenous heritage place or places, promote the knowledge and understanding of Indigenous heritage, or facilitate the active teaching of traditional knowledge and understanding of customary responsibilities (where appropriate) to future generations.
- Construction of Keeping Places: A maximum of \$30 000 may be provided for small-scale keeping places to house remains and objects that require restricted access, where exceptional circumstances can be demonstrated.

For more information:

www.environment.gov.au/heritage/programs/ihp

Freecall: 1800 982 280

Email: ihp_grants@environment.gov.au

8.2.3 Trailswest (Department of Sport and Recreation) – Lotterywest Funding

Trailswest is program of the Department of Sport and Recreation established in October 1997 to oversee recreation trail development in Western Australia. Its mission is to develop an integrated network of recreation trails throughout WA for recreation, conservation, education and tourism, and to preserve trail/transport corridors for the future.

Trailswest provides an integrated consultative link between State and local government agencies and the community to develop a Statewide recreational trail network. Trailswest is the leading advocate in Western Australia for the following key recreation trail users:

- Mountain bikers
- Bush Walkers
- Horse riders.

The scope of interest of Trailswest does not extend to trails for motorised users.

Grants up to \$100,000 will be offered through the Trails Funding Program. Priority will be given to those projects which satisfy the selection criteria and to those organisations which demonstrate there is a matching component. Applications for projects up to the

value of \$15,000 may be allocated up to 100% of the project cost with local contributions highly regarded.

Organisations applying for a grant in excess of \$15,000 are required to provide a matching contribution - on a \$1 for \$1 basis. This matching component may be:

- financial (a direct \$1 for \$1 contribution)
- in staff time (calculated at an hourly rate) and/or through voluntary contributions (with voluntary labour calculated at \$20/hr - and no more than 25% of the total project value)
- through sponsorship provided by other organisations.

Recipients of grants of less than \$15,000 will be provided with 100% of the grant at the commencement of the project (ie. upon completion and submission of Grant Agreement). Recipients of grants of \$15,000 and over will only receive 85 - 90% of the grant at the project commencement, the remaining 10 - 15% being retained until satisfactory completion of the project and submission of a final project evaluation report. The application form asks that future trails projects be described on the application form, together with an indication of funds to be sought in future years.

Conditions/Criteria

Trailswest will determine trails projects suitable for grants from the Lotteries Commission according to an assessment based on a range of selection criteria. The selection criteria will generally cover the following broad areas:

- Project justification
- Planning process
- Community input and support
- Management planning and maintenance commitment
- Trail access and trail sharing opportunities
- Design considerations
- Connections
- Cultural, heritage and environmental considerations
- Trail user education
- Partnerships and volunteers.

Funding may be sought under the following categories only:

- Trail Construction (generally gravel, crushed limestone or natural earth)
- Upgrade of existing trails
- Trail Promotion and Marketing
- Trail Planning (feasibility, consultant work)

Trail Maintenance is not eligible for funding under this program.

The following examples of trails projects may be considered for grants:

- Proposals that demonstrate inclusion in local, regional or state trail plans or in a local government recreation plan.
- The conversion of disused railways into multiuse recreational trails.
- Trail construction and development for non-motorised uses, such as walking, hiking, mountain biking, canoeing and horse riding.
- Trails catering for the disabled.

- Preparation of individual, local and regional plans.
- Interpretive signposting.
- Signposting for distances and direction, general information (trailhead signs), trail rules and trail etiquette, traffic safety and road crossings.
- Publicity brochures, trail guides and maps.
- Hosting of special trail events (e.g. trail openings) and general promotional activities.
- Other worthwhile projects.

Grants will not be available for:

- Construction of trails for motorised uses such as 4WD or ORV uses.
- Property acquisition.
- Payment for goods or services purchased prior to a grant being approved.
- Dual use paths, cycle ways or footpaths in urban areas with bitumen or concrete surfaces. Alternate funding is available from other departments and local government for such projects.

Application forms and funding guidelines are available online at <http://www.dsr.wa.gov.au/programs/trailswest/funding.asp> on CD-Rom or as hardcopies.

Further Information

Trailswest

Tel: (08) 9387 9700.

E-mail: trails@dsr.wa.gov.au

Website: <http://www.dsr.wa.gov.au/programs/trailswest/funding.asp>

8.2.4 Lotterywest - Cultural Heritage - Interpretation Grants

Cultural Heritage - Interpretation Grants support projects which assist communities to understand and communicate the significance of their cultural heritage places and objects. It is envisaged that projects will help communities to maintain their sense of identity and heritage.

In providing these grants Lotterywest recognises and acknowledges the importance of the State's diverse communities and their role in the care of Western Australia's cultural heritage for the future. The Program will aim to:

- interpret and make clear the cultural heritage significance of objects/places;
- encourage organisations of all types to develop initiatives which engage communities in active and creative ways with their cultural heritage;
- enhance community identity and sense of place; and
- enhance social and economic development of communities.

For the purpose of these grants, 'place' can include a building or other structure, group of buildings or other structures, or a landscaped area.

Examples of the type of project that may be considered for funding include:

- the development of interpretation plans;
- the creation and installation of interpretive materials;

- the improvement of collection management practices;
- assistance with the employment of consultants for a project or the contracting of specialist services;
- the assessment of significance of moveable heritage objects in accordance with the Heritage Collections Council guidelines ('significance': A Guide to Assessing the Significance of Cultural Heritage Objects and Collections is available on www.amol.org.au/craft/publications);
- the development of on-going public education and information programs;
- improving the documentation, research and/or display environment(s) of the object(s) or place;
- training in relation to interpretative projects;
- publication regarding the heritage object(s)/place;
- public programs and the use of innovative strategies such as music and theatre; and
- interpretative signage which discovers and celebrates the community's heritage.

The total funding available for the program is limited. A maximum of \$15,000 for any one project has therefore been set. Projects that exceed this amount and are a joint initiative discussed with the Program Coordinator prior to an application being developed.

Contact Details:

Lotteries Commission Program Coordinator,
Cultural Heritage - Interpretation
Phone: (08) 9340 5270
Toll Free: 1800 655 270
Fax: (08) 9340 5274
Email: grants@lottery.wa.gov.au
Website: www.lotterywest.wa.gov.au

Lotterywest (Community Funding)
74 Walters Drive
Osborne Park WA 6017
PO Box 1113
Osborne Park WA 6917

8.2.5 ArtsWA

ArtsWA runs several grant programs, including an Indigenous Arts Program.

The Indigenous Arts program aims to promote a greater understanding of Indigenous culture amongst both Aboriginal peoples and the wider community. Support for traditional and contemporary Aboriginal and Torres Strait Islander arts and culture is a priority for the State of Western Australia.

The Indigenous Arts panel has adopted the program principles developed by the Australia Council's Aboriginal and Torres Strait Islander Arts Board. These principles fall within five key areas: Respect, Authority, Rights, Responsibilities and Diversity. The panel is comprised of Indigenous artists and representatives from around Western Australia who

assess applications from Aboriginal and Torres Strait Islander artists, groups and organisations.

Applications are invited across all artforms, excluding film, television and radio.

Categories

Indigenous Arts applications are invited in the following funding categories:

- Project Development
- Distribution;
- Annual or Multi-Year Program; and
- Creative Development Fellowships.

The program supports applications that:

- demonstrate artistic merit and innovation and encourage creativity;
- encourage the expression of spirituality, integrity and authority of Aboriginal and Torres Strait Islanders through the arts;
- provide a direct benefit to Indigenous artists;
- utilise regional resources, especially Indigenous organisations;
- demonstrate long-term benefits that promote cultural maintenance and skills development of Indigenous arts in Western Australia;
- acknowledge and respect the rights of Indigenous communities in determining cultural priorities;
- ensure that cultural integrity is observed and maintained in all areas of the arts, arts practice and arts advocacy;
- support the needs and aspirations of Indigenous peoples through the arts;
- encourage and support exchanges with other Indigenous peoples of Australia and the world; and
- demonstrate sound financial and project management.

Application must be discussed with the relevant Indigenous Arts Project Officer prior to an application being submitting.

Further information and assistance:

ArtsWA
PO Box 8349
Perth Business Centre
PERTH WA 6849

08 9224 7310 or Freecall 1800 199 090

Web: <http://www.artswa.wa.gov.au/ArtsWAGrants.asp>

8.2.6 City of Cockburn Contributions

Many of the grant programs available for trail projects require matching contributions, and it is recommended that the City of Cockburn make an annual budget allocation each year to support cash and/or in-kind contributions for the trail initiatives set out in this Trails Master Plan.

8.2.7 Corporate Sponsors

Sponsorship is big business – and very competitive. Two main options exist: either negotiate with local corporate entities which have a geographical and social connection with the area, or go after the ‘big’ players for big projects. Many large companies have formalised sponsorship programs.

Funding for trail development has been received from a number of major (and minor, local) companies. Sums of up to \$100,000 can be gained, if benefits can be proven. Any company with an operation within the region would appear to be a potential sponsor.

For example, within the City of Cockburn there exist several potential corporate sponsors (such as Cockburn Cement and various major boatbuilders).

8.2.8 Green Corps

Federally funded “Young Australians for the Environment” program. A ‘major project’ provides a host partner agency with 10 ‘trainees’ and a supervisor for 14 weeks within a 26-week program. All materials, tools and technical supervision to be provided, as is accommodation and some other basic requirements.

8.2.9 Volunteers

Often the last thought-of resource – but often the most effective. Many trails are only built – and then kept alive – by volunteer input. Either establish a specific local ‘Trail Volunteers’ or ‘Friends of...’ group, or tap into existing community organisations such as service clubs, progress associations, schools, scouts etc.

8.2.10 Conservation Volunteers Australia (CVA)

The Trust provides small crews of volunteers, with a supervisor, to undertake environmental activities. Teams of between five and eight people work for one to two weeks. CVA imposes an administration fee. Materials, tools and technical supervision need to be provided by the host agency. CVA have been involved in trails project elsewhere in Australia.

8.2.11 Prison crews

Crews of minimum-security inmates have worked extensively in trail construction in Western Australia in the last ten years. This has proven a hugely beneficial program - to host agencies, to the Ministry of Justice and to the inmates themselves. A prison officer and transport is usually provided, but materials, tools, and technical supervision are required. In addition the Ministry may require host agencies to cover the Ministry’s costs (staff etc).

8.2.12 Department of Environment and Conservation

DEC is an obvious potential partner for trails within the City of Cockburn that are located within, or pass through the Beeliar Regional Park. While outright sums of cash may not be available, DEC staff are likely to offer in-kind assistance in the determination of trails routes, etc. DEC should be intimately involved in the detailed planning for trails within the Regional Park, as well as the proposed interpretation that will be installed at trailheads and along trails in that area.

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APPENDIX 1 – TRAILS AUDITS

APPENDIX 2 – PLANS







2. Install 1 bench seat along trail
(at most northerly point of trail).

5. Install 2 trail direction
markers with arrows.

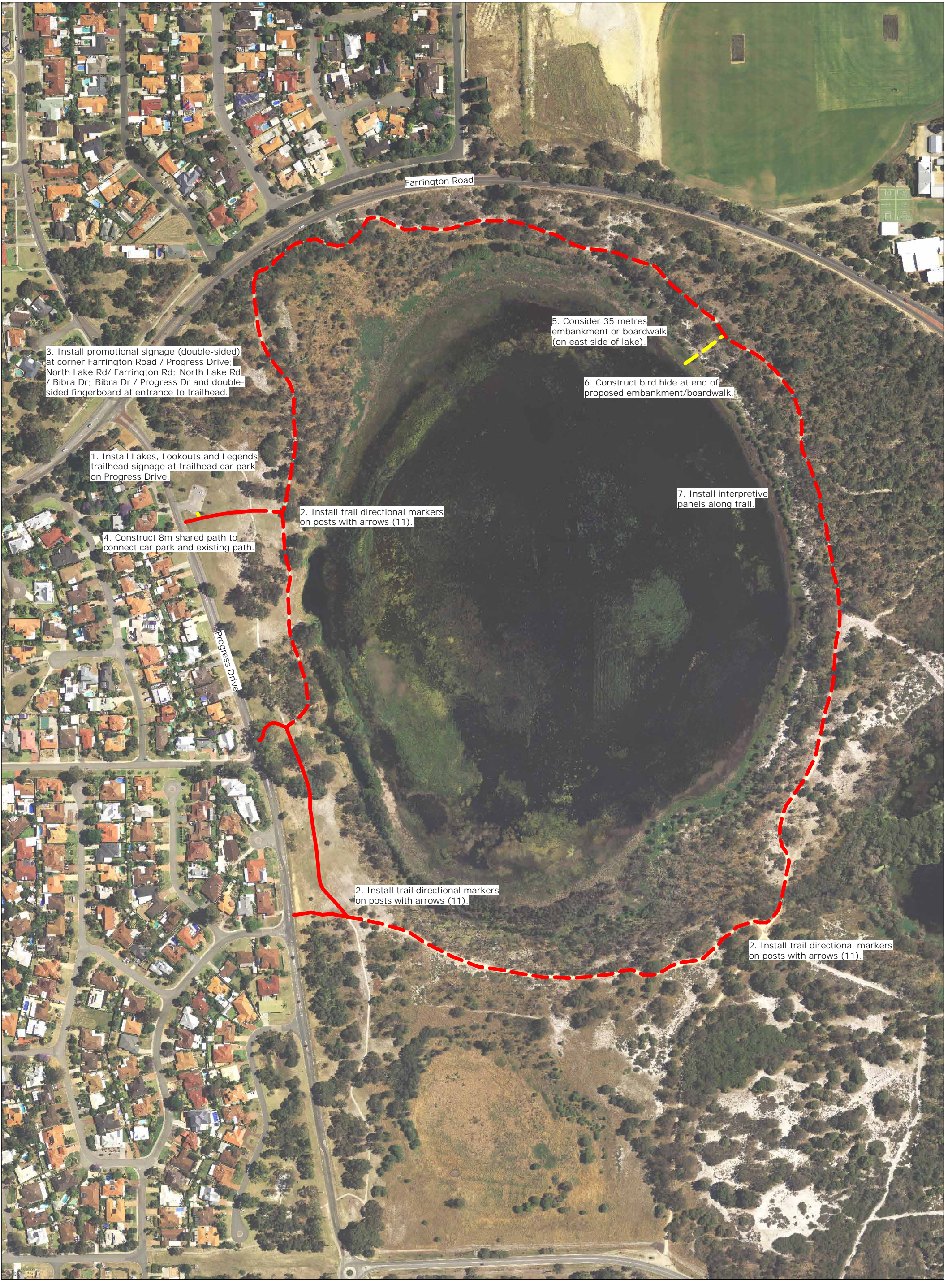
4. Install interpretive panel
(subject: detailed information
on the formation of the cliff).

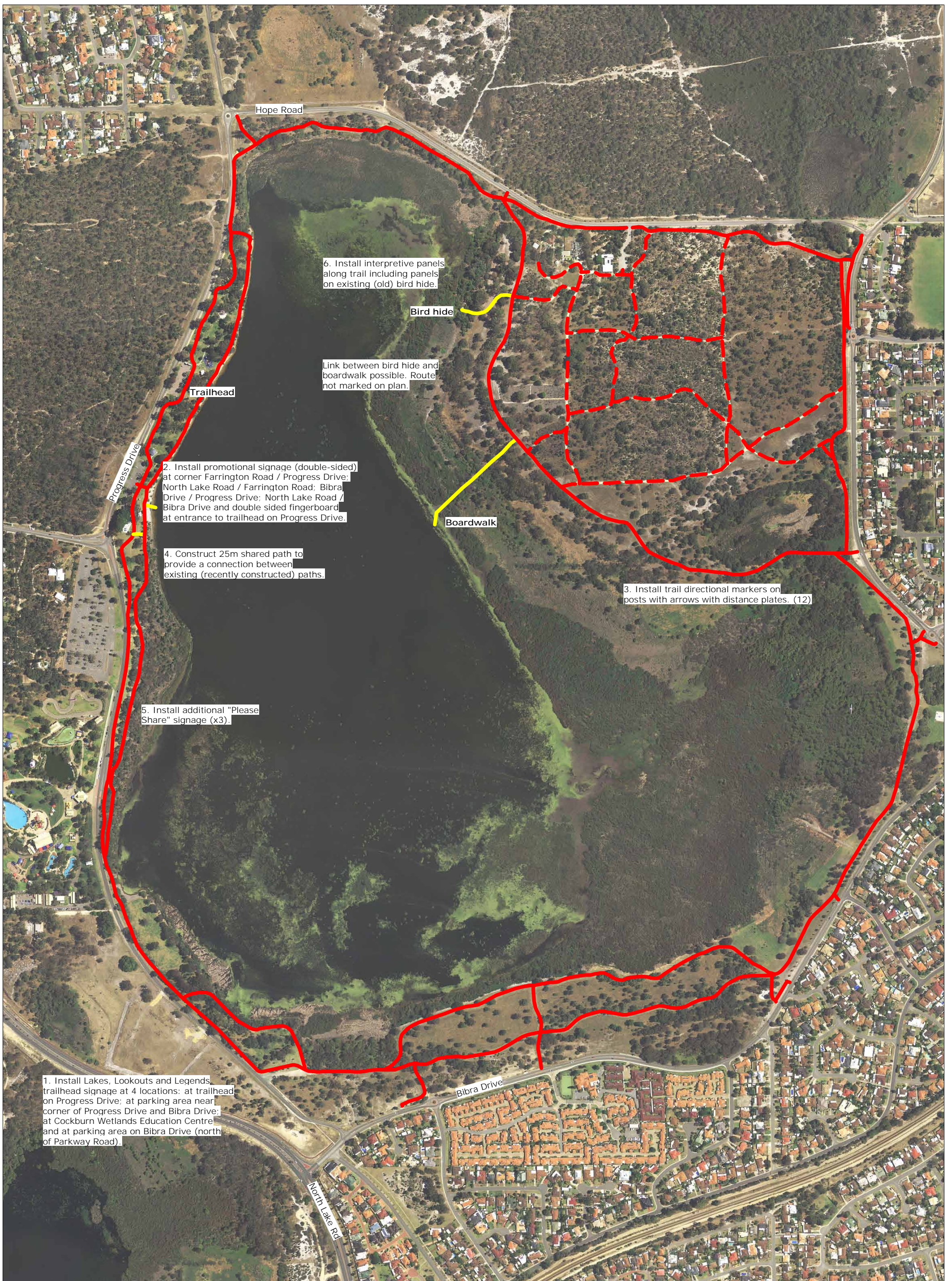
Viewing
platform

Trailhead

1. Install Lakes, Lookouts and Legends
trailhead signage in car park near
commencement of path to lookout
(alongside existing DEC panel).

3. Install "advance warning"
(ie. promotional sign) on
Cockburn Rd - south side.





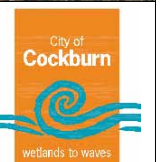
TRANSPPLAN PTY LTD
Planning and Design

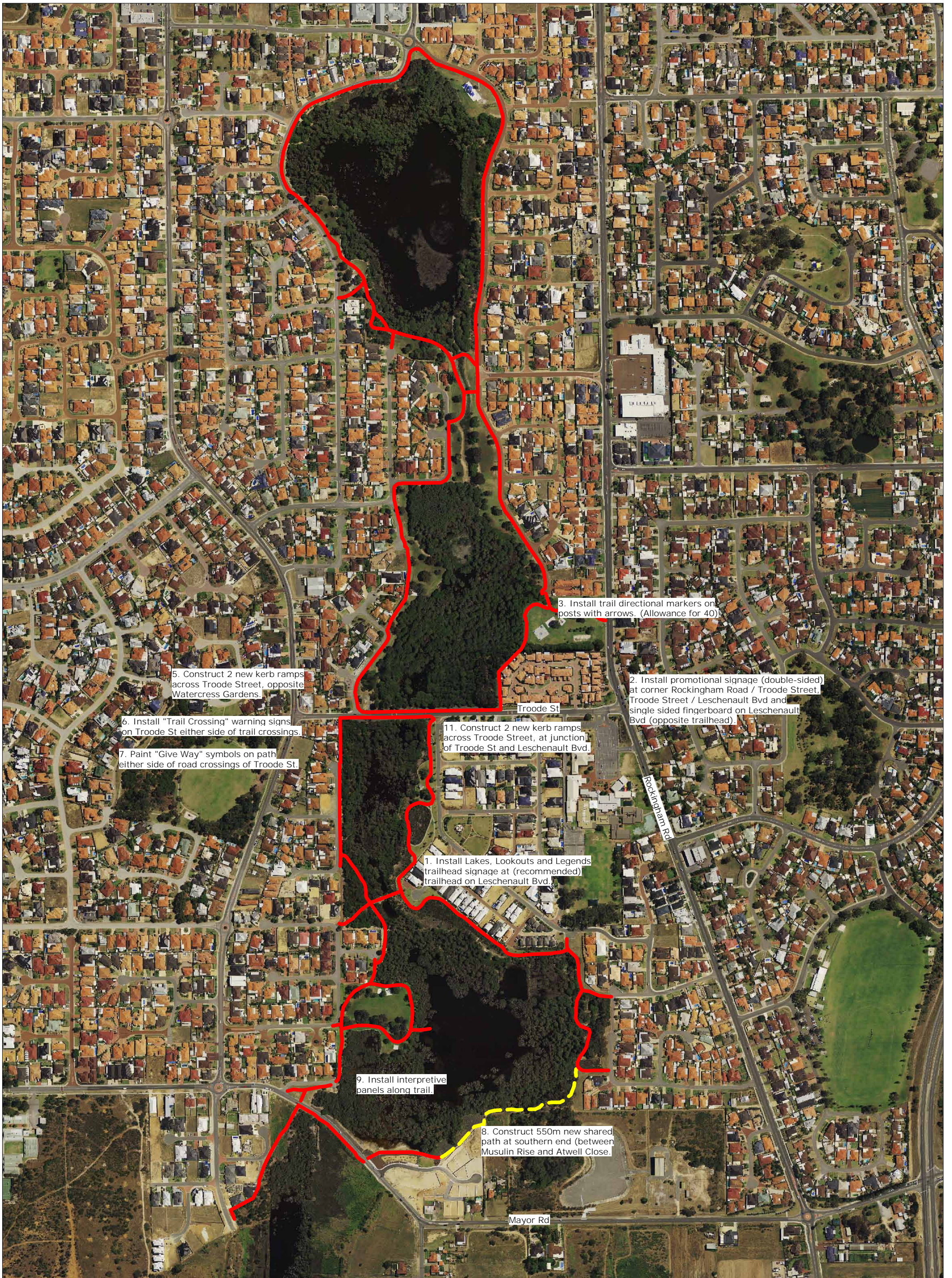


April 2012

City of Cockburn Trails Master Plan

Plan e - Bibra Lake Circuit





5. Construct 2 new kerb ramps across Troode Street, opposite Watercress Gardens.

6. Install "Trail Crossing" warning signs on Troode St either side of trail crossings.

7. Paint "Give Way" symbols on path either side of road crossings of Troode St.

3. Install trail directional markers on posts with arrows. (Allowance for 40).

2. Install promotional signage (double-sided) at corner Rockingham Road / Troode Street, Troode Street / Leschenault Bvd and single sided fingerboard on Leschenault Bvd (opposite trailhead).

11. Construct 2 new kerb ramps across Troode Street, at junction of Troode St and Leschenault Bvd.

1. Install Lakes, Lookouts and Legends trailhead signage at (recommended) trailhead on Leschenault Bvd.

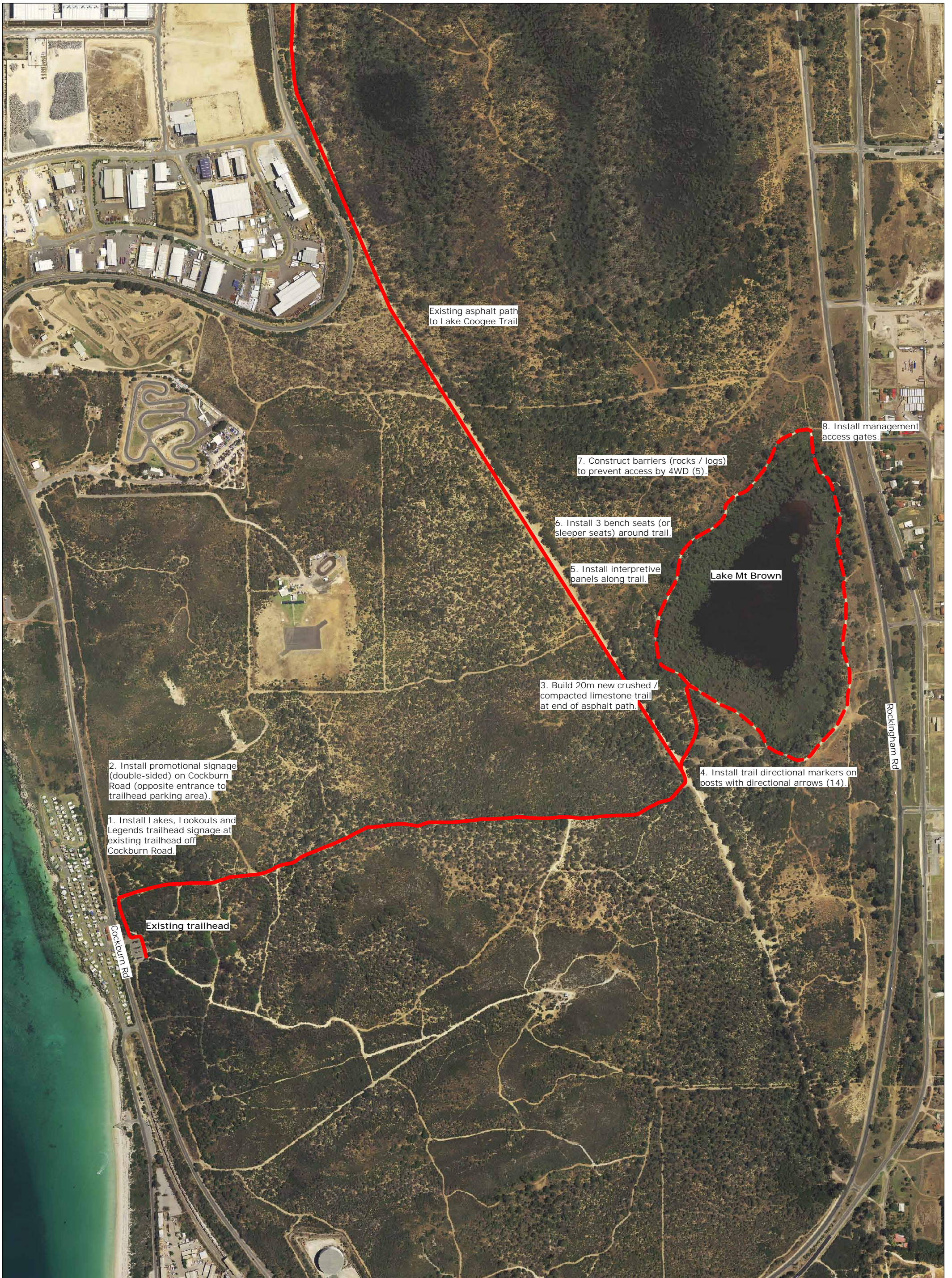
9. Install interpretive panels along trail.

8. Construct 550m new shared path at southern end (between Musulin Rise and Atwell Close).

Mayor Rd

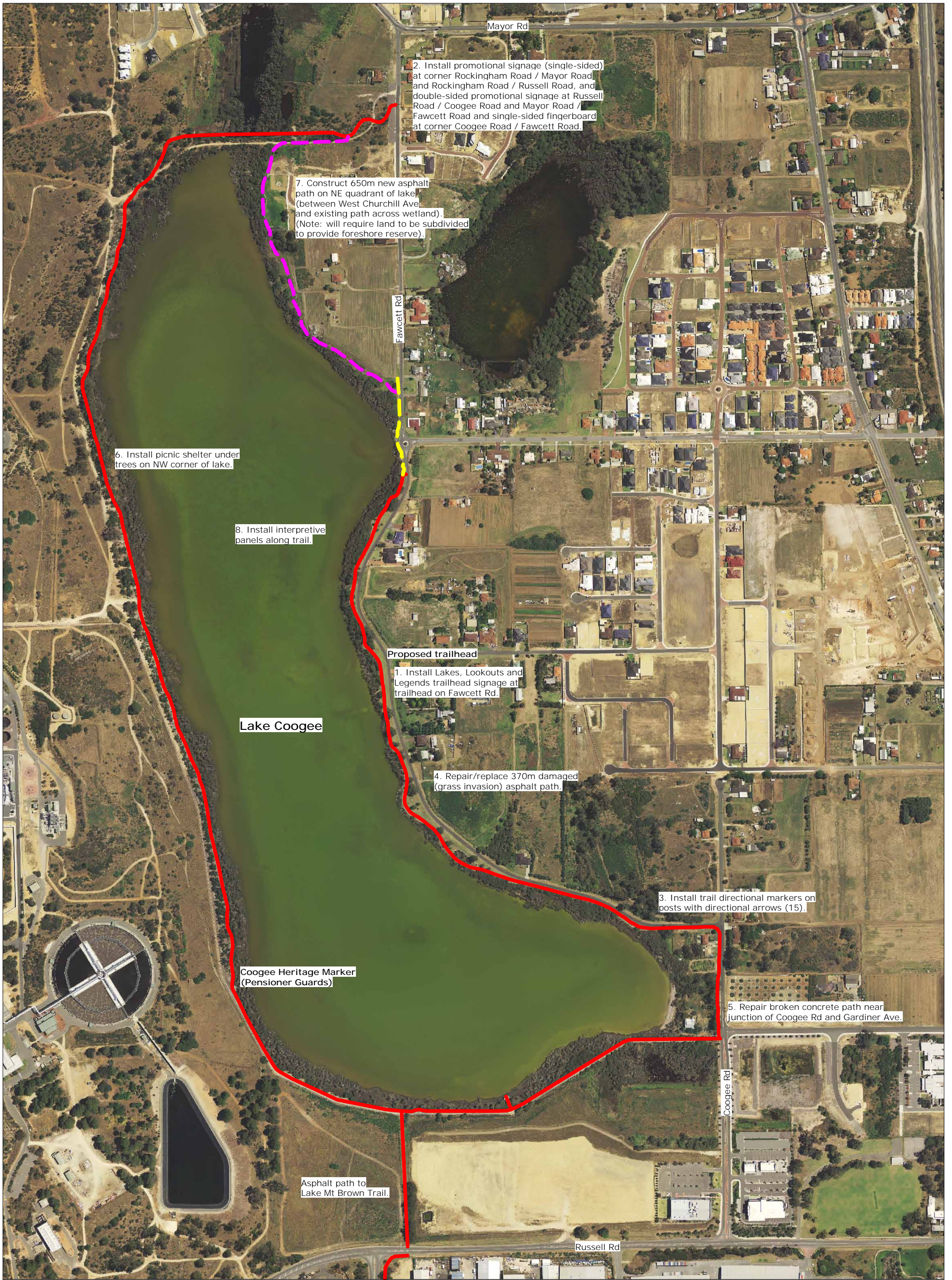
Rockingham Rd

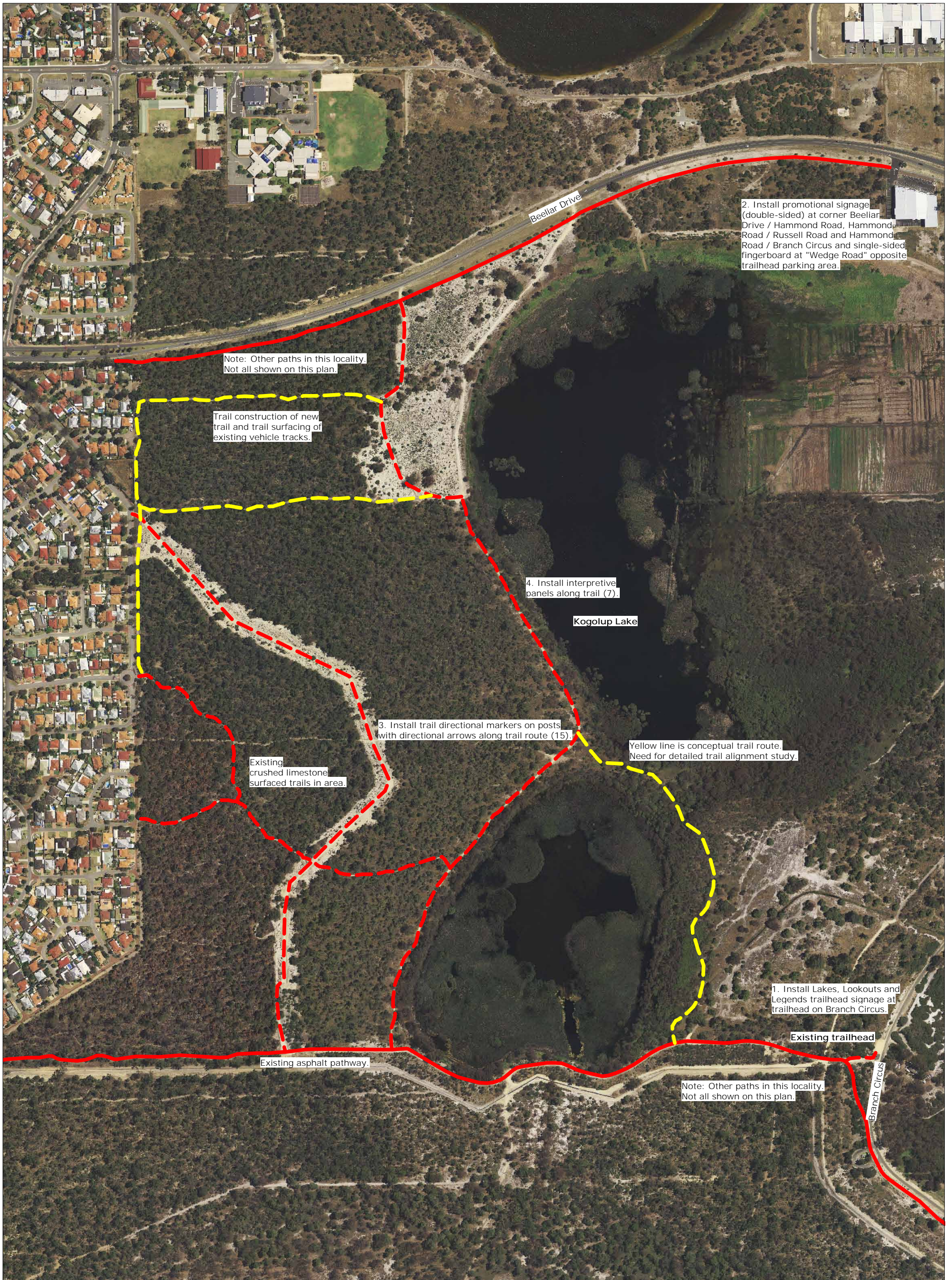
Troode St







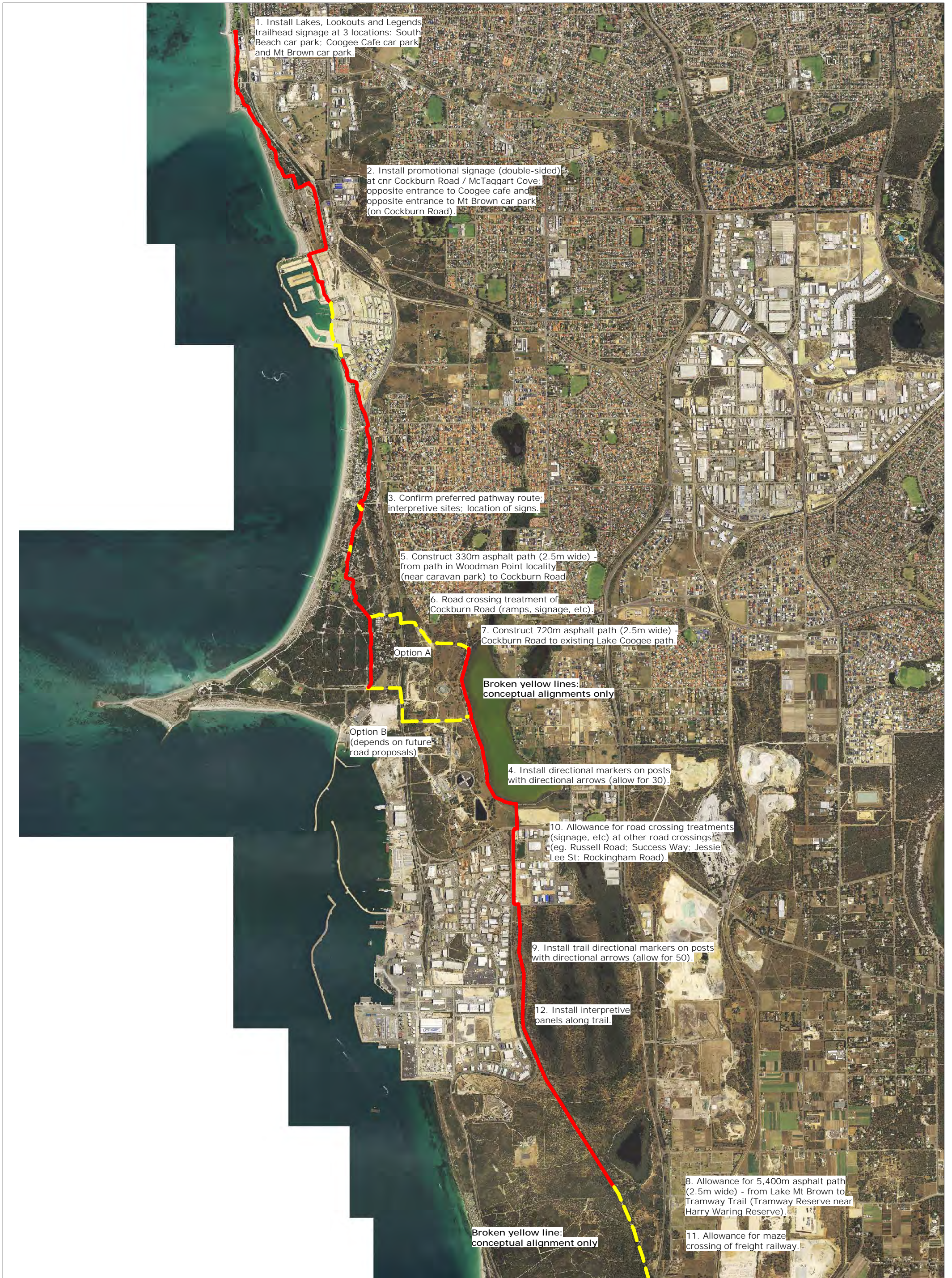






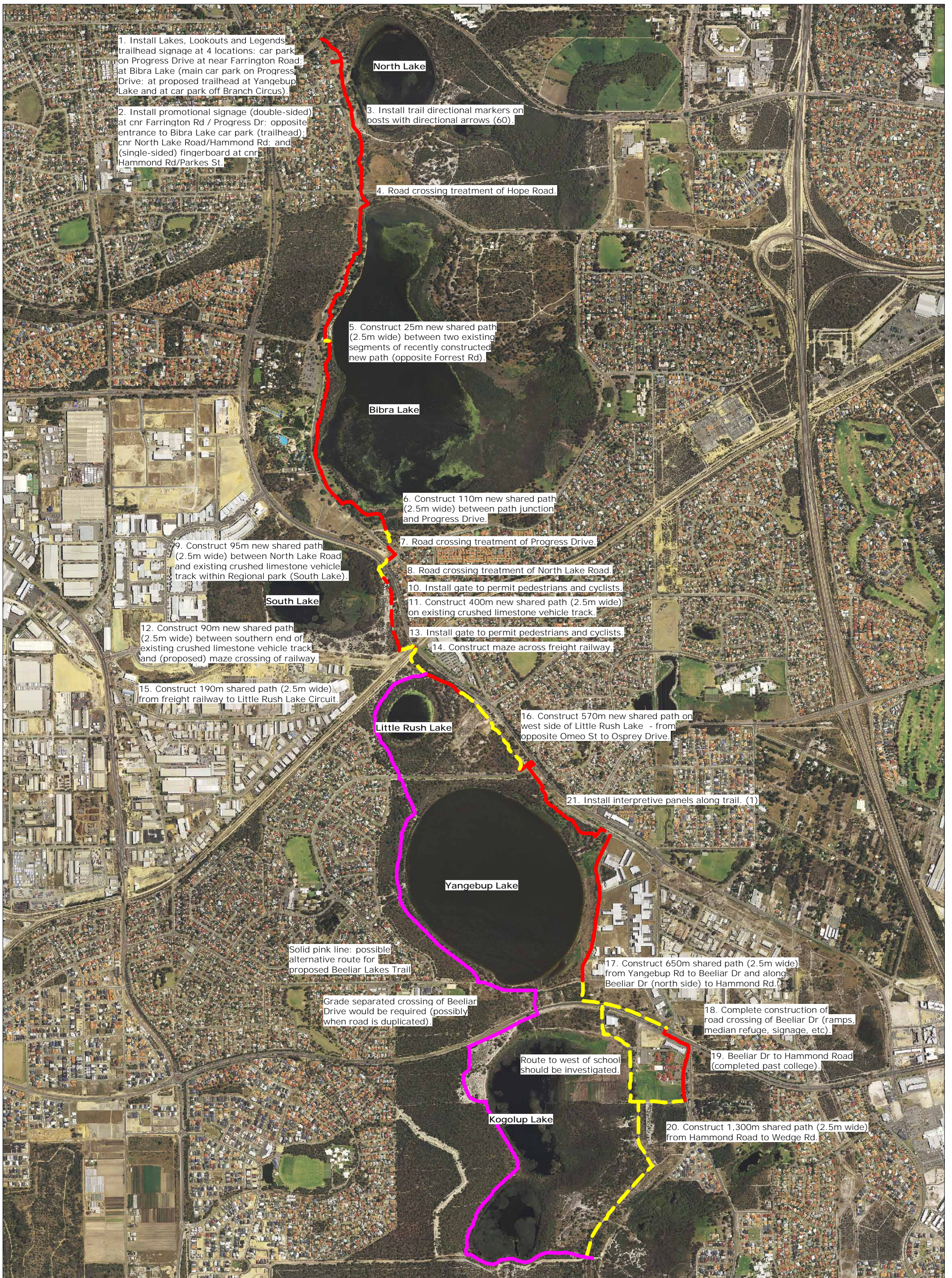




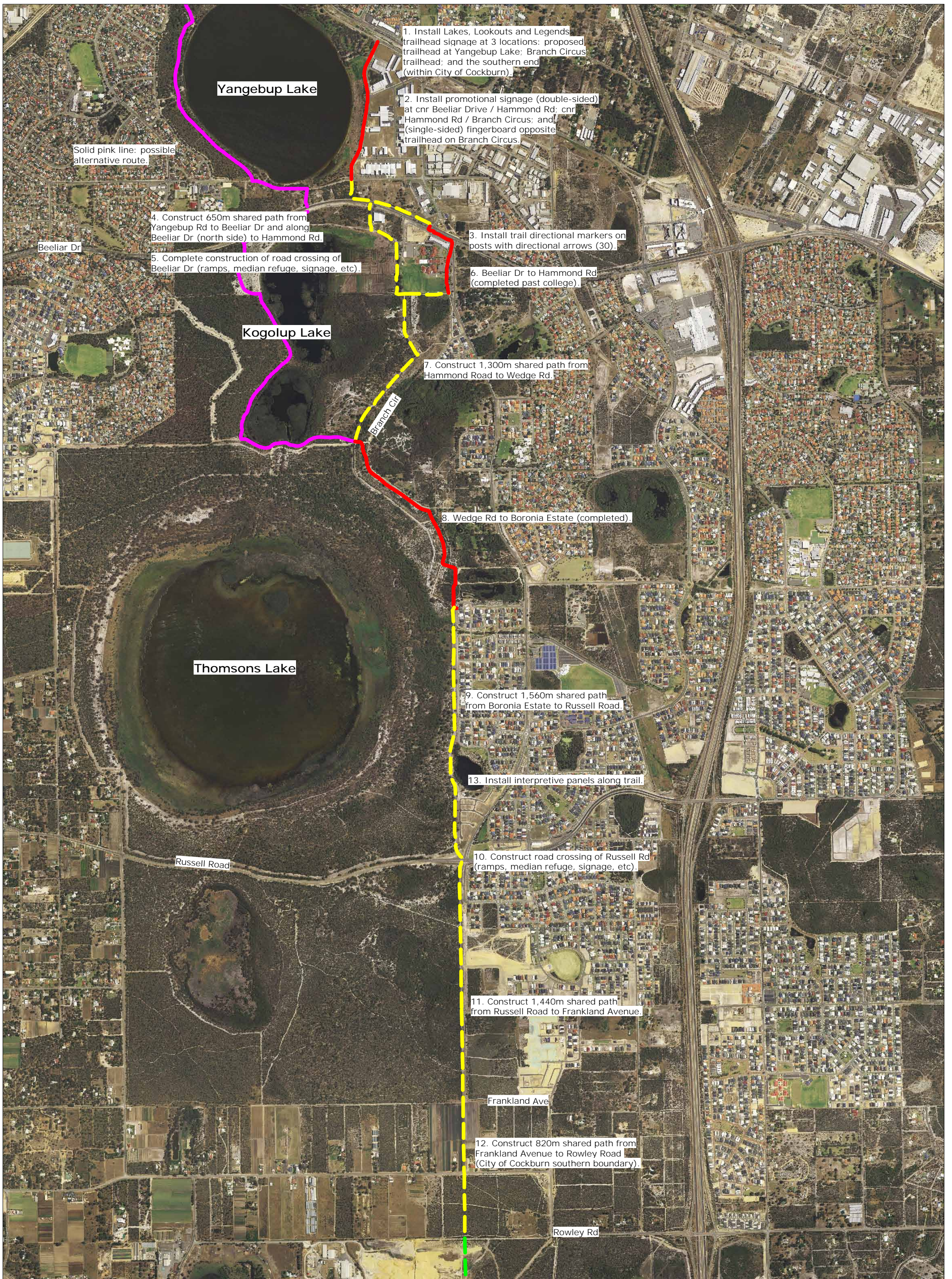






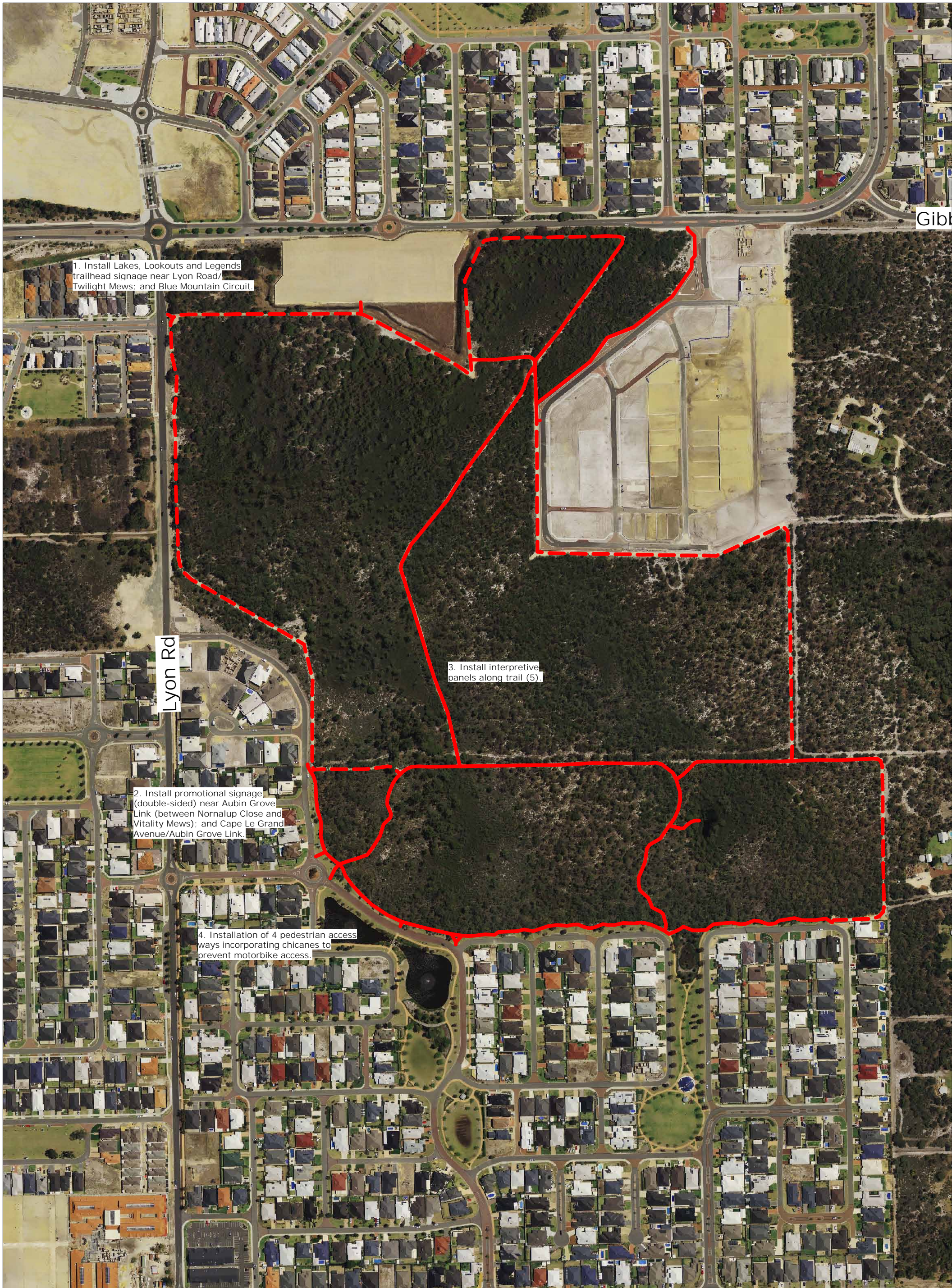












Gibb

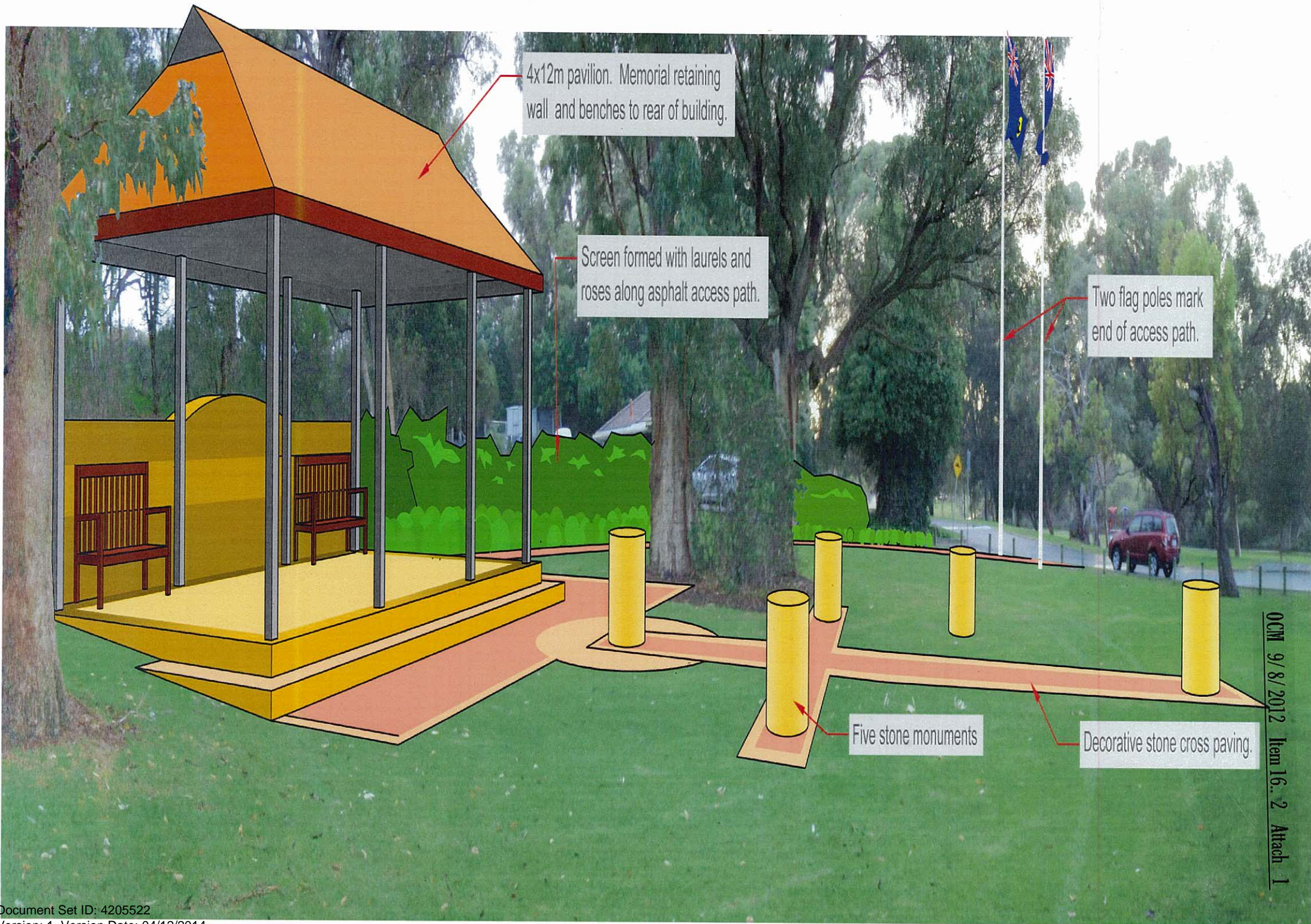
1. Install Lakes, Lookouts and Legends trailhead signage near Lyon Road/Twilight Mews; and Blue Mountain Circuit.

Lyon Rd

2. Install promotional signage (double-sided) near Aubin Grove Link (between Nornalup Close and Vitality Mews); and Cape Le Grand Avenue/Aubin Grove Link.

3. Install interpretive panels along trail (5).

4. Installation of 4 pedestrian access ways incorporating chicanes to prevent motorbike access.



4x12m pavilion. Memorial retaining wall and benches to rear of building.

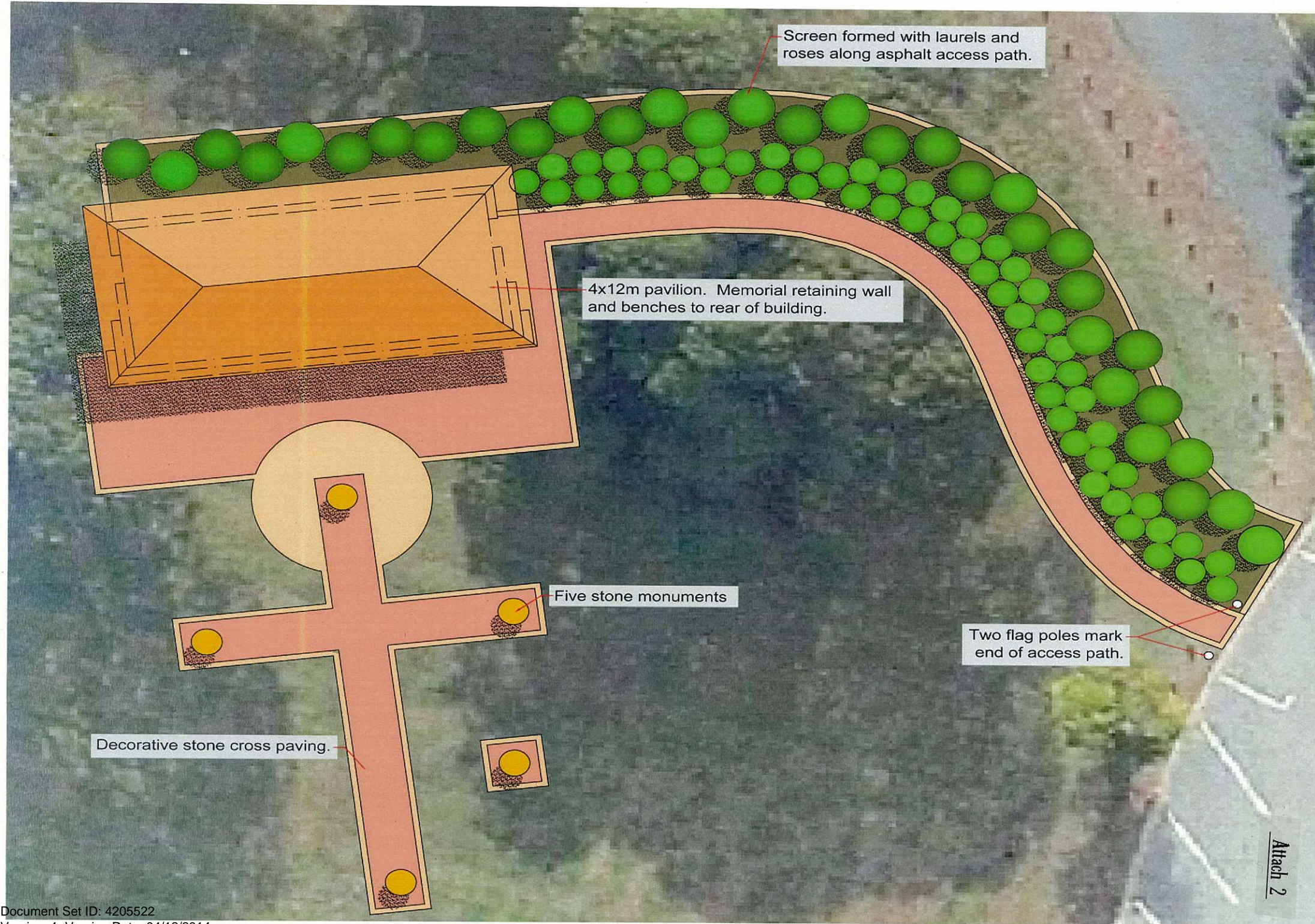
Screen formed with laurels and roses along asphalt access path.

Two flag poles mark end of access path.

Five stone monuments

Decorative stone cross paving.

OCM 9/8/2012 Item 16.. 2 Attach 1



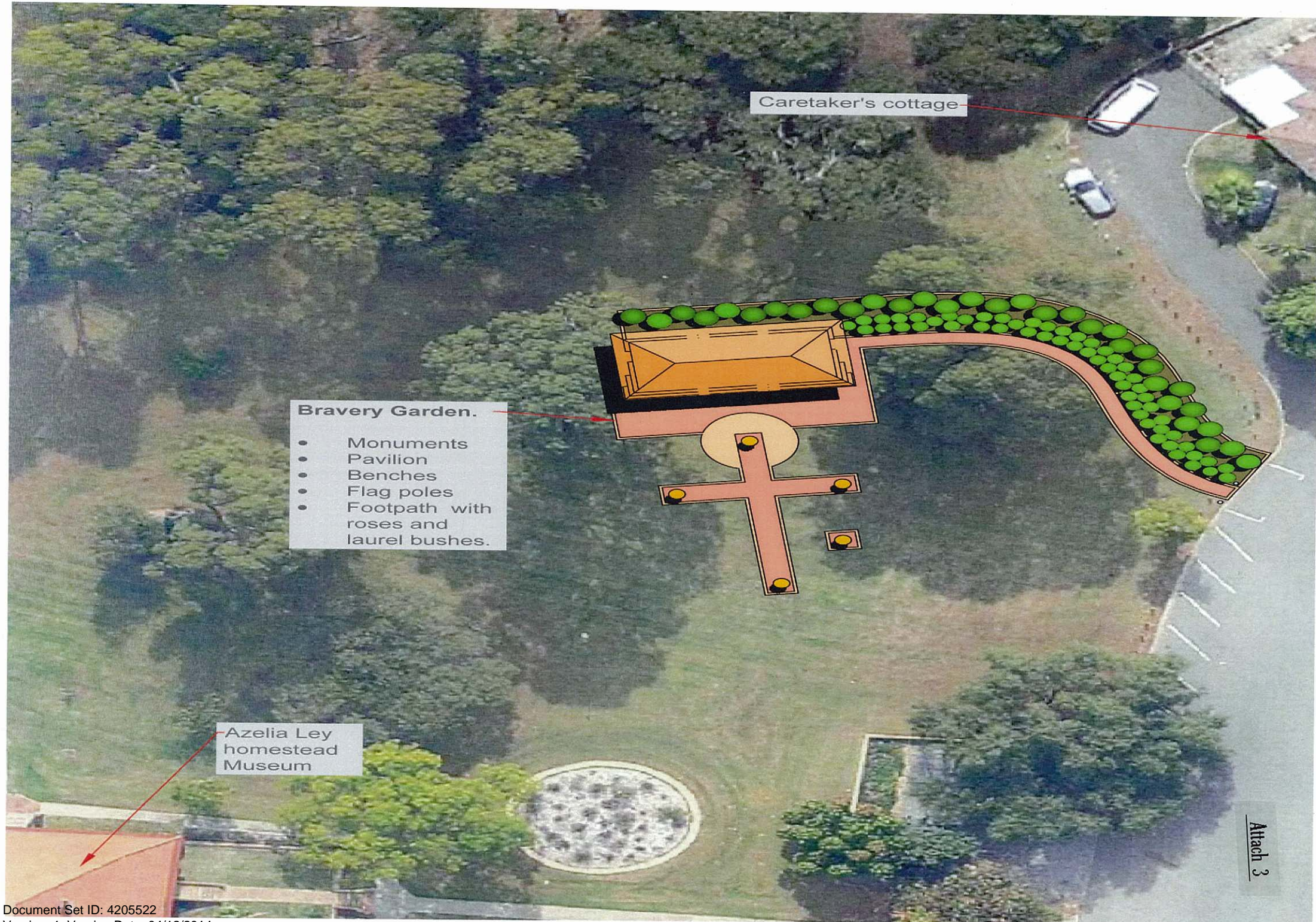
Screen formed with laurels and roses along asphalt access path.

4x12m pavilion. Memorial retaining wall and benches to rear of building.

Five stone monuments

Two flag poles mark end of access path.

Decorative stone cross paving.



Caretaker's cottage

- Bravery Garden.**
- Monuments
 - Pavilion
 - Benches
 - Flag poles
 - Footpath with roses and laurel bushes.

Azelia Ley
homestead
Museum

Bravery Garden Opinion of Probable Cost.

Item	Description	Quantity	Unit	Rate	Cost
	Site preparation				
1	Excavate to formation levels	200	m3	30	\$6,000
2	Modify irrigation system		item		\$10,000
				Sub Total	\$16,000

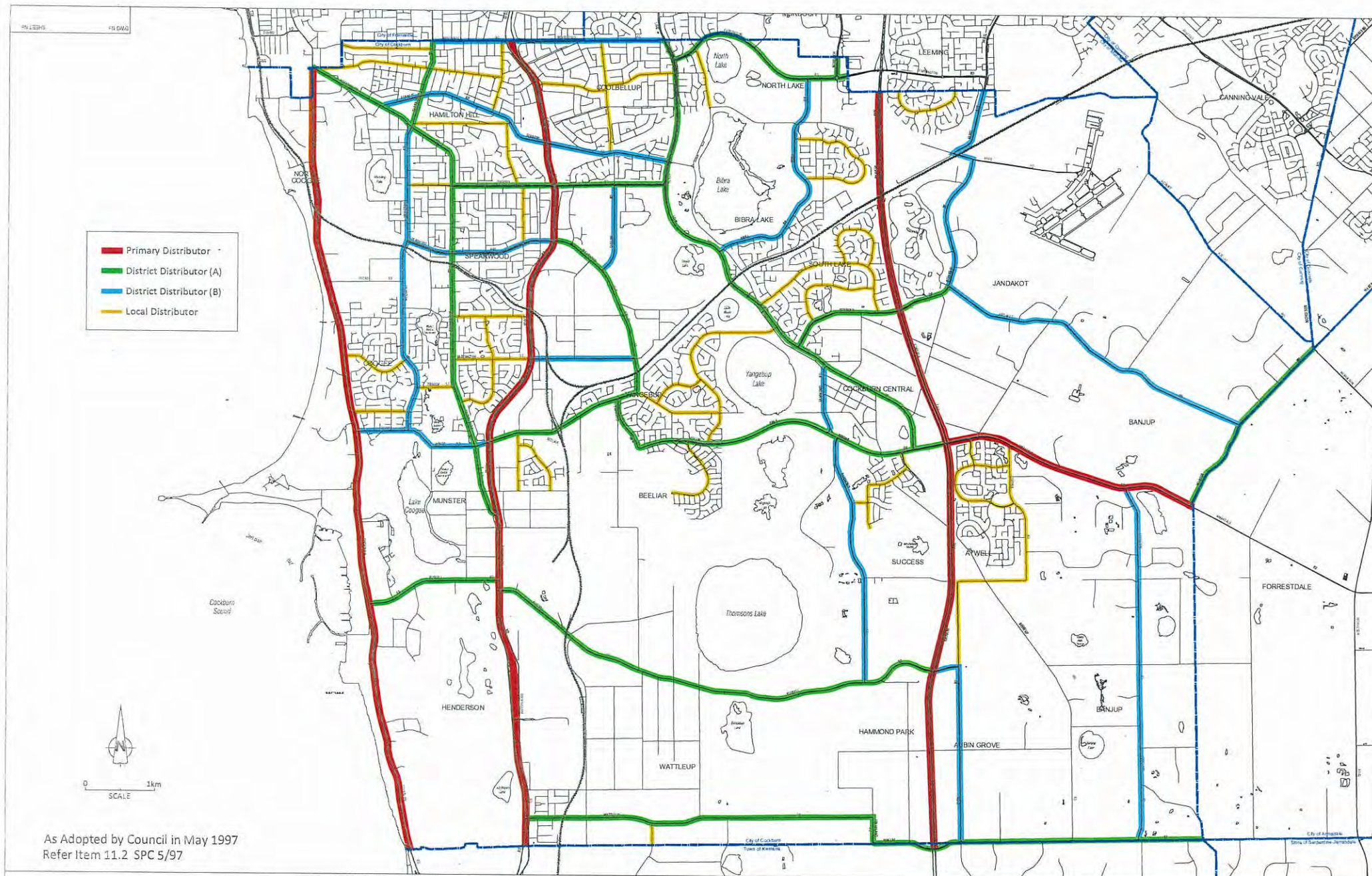
Item	Description	Quantity	Unit	Rate	Cost
	Paving				
3	In situ 'lumeah' concrete				
	100mm depth to pavilion floor,	21	m2	100	\$2,100
4	Asphalt footpath 50mm depth,	117	m2	80	\$9,360
5	Sawn limestone edging	295	lin M	30	\$8,850
	200x150x500mm sawn on 50mm mortar				
6	Sawn limestone block steps	52	lin M	75	\$3,900
7	Sawn limestone 1m retaining wall	14	lin M	300	\$4,200
				Sub Total	\$28,410

Item	Description	Quantity	Unit	Rate	Cost
	Structures/Furniture				
	Flag Poles	2	each	1000	\$2,000
8	12x4m Pavilion installed		Item		\$30,000
9	Stone monuments	5	each	10000	\$50,000
10	Benches	2	each	1500	\$3,000
				Sub Total	\$85,000

Item	Description	Quantity	m2	Rate	Cost
	Planting				
11	Tea Roses (25lt)	70	no.	30	\$2,100
12	Bay trees (45Lt)	66	no.	50	\$3,300
13	Supply and lay 75mm mulch	162	m2	7	\$1,134
14	Soil conditioner and fertilizer	162	m2	3	\$486
15	Kikuyu roll on turf	162	m2	10	\$1,620
				Sub Total	\$8,640

Revision_1 July 19th 2012

Total	\$138,050
Contingency (10%)	\$13,805
Grand Total	\$151,855



ORIGINAL SIZE A3

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ROAD HIERARCHY FOR WESTERN AUSTRALIA
ROAD TYPES AND CRITERIA (see Note 1)

CRITERIA	PRIMARY DISTRIBUTOR (PD) (see Note 2)	DISTRICT DISTRIBUTOR A (DA)	DISTRICT DISTRIBUTOR B (DB)	REGIONAL DISTRIBUTOR (RD)	LOCAL DISTRIBUTOR (LD)	ACCESS ROAD (A)
Primary Criteria						
1. Location (see Note 3)	All of WA incl. BUA	Only Built Up Area.	Only Built Up Area.	Only Non Built Up Area. (see Note 4)	All of WA incl. BUA	All of WA incl. BUA
2. Responsibility	Main Roads Western Australia.	Local Government.	Local Government.	Local Government.	Local Government.	Local Government.
3. Degree of Connectivity	High. Connects to other Primary and Distributor roads.	High. Connects to Primary and/or other Distributor roads.	High. Connects to Primary and/or other Distributor roads.	High. Connects to Primary and/or other Distributor roads.	Medium. Minor Network Role Connects to Distributors and Access Roads.	Low. Provides mainly for property access.
4. Predominant Purpose	Movement of inter regional and/or cross town/city traffic, e.g. freeways, highways and main roads.	High capacity traffic movements between industrial, commercial and residential areas.	Reduced capacity but high traffic volumes travelling between industrial, commercial and residential areas.	Roads linking significant destinations and designed for efficient movement of people and goods between and within regions.	Movement of traffic within local areas and connect access roads to higher order Distributors.	Provision of vehicle access to abutting properties
Secondary Criteria						
5. Indicative Traffic Volume (AADT)	In accordance with Classification Assessment Guidelines.	Above 8 000 vpd	Above 6 000 vpd.	Greater than 100 vpd	<u>Built Up Area</u> - Maximum desirable volume 6 000 vpd. <u>Non Built Up Area</u> - up to 100 vpd.	<u>Built Up Area</u> - Maximum desirable volume 3 000 vpd. <u>Non Built Up Area</u> - up to 75 vpd.
6. Recommended Operating Speed	60 – 110 km/h (depending on design characteristics).	60 – 60 km/h.	60 – 70 km/h.	50 – 110 km/h (depending on design characteristics).	<u>Built Up Area</u> 50 - 60 km/h (desired speed) <u>Non Built Up Area</u> 60 – 110 km/h (depending on design characteristics).	<u>Built Up Area</u> 50 km/h (desired speed). <u>Non Built Up Area</u> 50 – 110 km/h (depending on design characteristics).
7. Heavy Vehicles permitted	Yes.	Yes.	Yes.	Yes.	Yes, but preferably only to service properties.	Only to service properties.
8. Intersection treatments	Controlled with appropriate measures e.g. high speed traffic management, signing, line marking, grade separation.	Controlled with appropriate measures e.g. traffic signals.	Controlled with appropriate Local Area Traffic Management.	Controlled with measures such as signing and line marking of intersections.	Controlled with minor Local Area Traffic Management or measures such as signing.	Self controlling with minor measures.
9. Frontage Access	None on Controlled Access Roads. On other routes, preferably none, but limited access is acceptable to service individual properties.	Prefer not to have residential access. Limited commercial access, generally via service roads.	Residential and commercial access due to its historic status. Prefer to limit when and where possible.	Prefer not to have property access. Limited commercial access, generally via lesser roads.	Yes, for property and commercial access due to its historic status. Prefer to limit whenever possible. Side entry is preferred.	Yes.
10. Pedestrians	Preferably none. Crossing should be controlled where possible.	With positive measures for control and safety e.g. pedestrian signals.	With appropriate measures for control and safety e.g. median/islands refuges.	Measures for control and safety such as careful siting of school bus stops and rest areas.	Yes, with minor safety measures where necessary.	Yes.
11. Buses	Yes.	Yes.	Yes.	Yes.	Yes.	If necessary (see Note 5)
12. On-Road Parking	No (emergency parking on shoulders only).	Generally no. Clearways where necessary.	Not preferred. Clearways where necessary.	No – emergency parking on shoulders – encourage parking in off road rest areas where possible.	<u>Built Up Area</u> – yes, where sufficient width and sight distance allow safe passing. <u>Non Built Up Area</u> – no. Emergency parking on shoulders.	Yes, where sufficient width and sight distance allow safe passing.
13. Signs & Linemarking	Centrelines, speed signs, guide and service signs to highway standard.	Centrelines, speed signs, guide and service signs.	Centrelines, speed signs, guide and service signs.	Centrelines, speed signs and guide signs.	Speed and guide signs.	Urban areas – generally not applicable. Rural areas - Guide signs.
14. Rest Areas/Parking Bays	In accordance with Main Roads' Roadside Stopping Places Policy.	Not Applicable.	Not Applicable.	Parking Bays/Rest Areas. Desired at 60km spacing.	Not Applicable.	Not Applicable.

MAIN ROADS Western Australia
D10#10992

DEFINITIONS

Built Up Areas	See Note 3 below. The criteria was provided by Clive Shepherd from the Western Australian Local Government Grants Commission (WALGGC).
Primary Criteria	A road, or road section, must meet all of these criteria to qualify for the category.
Secondary Criteria	These criteria are provided as indicators of the likely characteristics of a road designated under a particular road type. Ideally, a road should have all of these characteristics, but it is recognised that is unlikely to occur in a number of instances, particularly for traffic volumes in rural areas.
vpd	vehicles per day

NOTES

1. The type designated to each road should represent the role that the road is intended to perform. It may not necessarily reflect the current conditions on the road.
2. Declared Roads under the Main Roads Act ('highways' and 'main roads')
3. Built Up Areas (as defined by the Western Australian Local Government Grants Commission)
Built up areas are identified because roads within them generally involve greater expenditure than roads in non built up areas. This is because roads in built up areas :

- have high traffic volumes;
- have large numbers of intersections, necessitating intersection treatments, pavement markings, signs, etc;
- require kerbing for traffic control and or drainage;
- require an asphalt surface where traffic volumes are high, or where noise reduction is important;
- require underground drainage because surface drainage is impractical;
- involve high cost of service alterations during reconstruction;
- involve high costs because road works have to be carried out under heavy traffic.

The following definition is intended to limit built up areas to localities where the above conditions prevail.

Residential localities, which have lots with areas less than 0.45 ha, and commercial and industrial areas that meet the following criteria are classed as built up:

- at least half the blocks are developed;¹
- existing roads have a minimum standard of a gravel road for old subdivisions and a sealed road for new subdivisions.

Areas serving sporting complexes, schools and caravan parks are classed as built up where:

- they are located in an area which is developed as residential; or
- the existing roads serving these facilities are already sealed and kerbed.

A road connecting two built up areas is classed as a road in a built up area where the connecting road is less than 300m in length.

4. Except where the Regional Distributor is passing through, or terminating in a town.
5. Buses may need to use Access Roads in some instances e.g. Rural areas for school buses and in cities and towns to provide connectivity for a route.

¹ Roads within new subdivisions being developed in accordance with a Structure Plan should be designed and constructed in accordance with the planned use of the road once the area is fully developed. They should be categorised on the basis of the intended purpose.

DESCRIPTION OF ROAD HIERARCHY

Primary Distributors :

Provide for major regional and inter-regional traffic movement and carry large volumes of generally fast moving traffic. Some are strategic freight routes and all are State Roads. They are managed by Main Roads Western Australia.

District Distributor A : Urban area roads - (Built Up Area -)

Carry traffic between industrial, commercial and residential areas and generally connect to Primary Distributors. These are likely to be truck routes and provide only limited access to adjoining property. They are managed by local government.

District Distributor B : Urban area roads - (Built Up Area)

Perform a similar function to type A District Distributors but with reduced capacity due to flow restrictions from access to and roadside parking alongside adjoining property. These are often older roads with a traffic demand in excess of that originally intended. District Distributor A and B roads run between land-use cells and generally not through them, forming a grid which would ideally space them around 1.5 kilometres apart. They are managed by local government.

Regional Distributor : Rural - (Non Built Up Area)

Roads that are not Primary Distributors but which link significant destinations and are designed for efficient movement of people and goods within and beyond regional areas. They are managed by local government.

Local Distributor :

Urban - (Built Up Area)

Roads that carry traffic within a cell and link District Distributors or Regional Distributors at the boundary, to access roads. The route of Local Distributors should discourage through traffic so that the cell formed by the grid of District Distributors only carries traffic belonging to, or serving the area. These roads should accommodate buses, but discourage trucks.

Rural - (Non Built Up Area)

Connect to other Rural Distributors and to Rural Access Roads.

Not Regional Distributors, but which are designed for efficient movement of people and goods within regional areas

Urban and Rural Local Distributor roads are managed by local government.

Access Roads :

Provide access to abutting properties with amenity, safety and aesthetic aspects having priority over the vehicle movement function. These roads are bicycle and pedestrian friendly. They are managed by local government.

Proposed changes to 1997 City of Cockburn Functional Road Hierarchy - July 2012

Primary Distributor

Road name	Start Name	End Name	Notes
Cockburn Road	Hampton Rd / Rockingham Rd	Stock Road	Southern end realigned to facilitate Australian Maritime Complex and Russell Road West incorporated into Primary Distributor road function to Stock Road. Changed on 1 July 2005
Rockingham Road	Stock Road	Southern municipal boundary	Amend start point for Primary Distributor function from Fanstone Ave to Stock Road
Roe Highway	Kwinana Freeway	Eastern municipal boundary	Stage 7 opened 12 March 2006
Stock Road	Winterfold Road	Rockingham Road	Amend end point from Fanstone Ave to Rockingham Rd

Regional Distributor

Road name	Start Name	End Name	Notes
Frankland Avenue	Wattleup Road	Rowley Road	Was District Distributor (A). Amend subject section in GIS to be RD classification, and remainder Access road classification.
Gibbs Road	Tapper Road	Liddelow Road	2016 traffic volume forecast = 5,400 vehs, 2031 traffic volume forecast = 5,900 vehs
Henderson Road	Spearwood Ave / Fancote Ave	Russell Road	Reclassify from Access road. Henderson Rd is the continuation of Spearwood Ave (District Distributor classification) connecting to Russell Road and 2031 traffic forecast = 14,600 vpd
Jandakot Road	Berrigan Drive / Dean Road	Warton Road	New classification to metropolitan area - was District Distributor (B)
Liddelow Road	Armada Road	Rowley Road	Reclassify - distributor road in non built-up area. 2031 traffic forecast = 7,100 vpd +
Rowley Road	Frankland Avenue	Eastern municipal boundary	New classification to metropolitan area - was District Distributor (A)
Russell Road	Rockingham Road	Hammond Rd	New classification to metropolitan area - was District Distributor (A)
Wattleup Road	Rockingham Road	Frankland Ave	New classification to metropolitan area - was District Distributor (A)

District Distributor A

Road name	Start Name	End Name	Notes
Beeliar Drive	Armada Road	Rockingham Road	Amend end of DDA function to be Rockingham Road - extended to Durnin Avenue in 2001, and then to Stock Road (now called Melville Mandurah Highway by Main Roads WA) in 2009.
Berrigan Drive	North Lake Road	Karel Avenue	Extend DDA classification to Karel Ave. Traffic volumes of 11,800 vehicles per day in June 2011 exceed >8,000vpd indicative volume for DDA classification.
Cockburn Road	Cockburn Road	Southern municipal boundary	Added - City assumed responsibility for section south of Russell Rd west on 1 July 2005
Farrington Road	North Lake Road	Kwinana Freeway	End point amended to reflect municipal boundary realignment
Karel Avenue	Orion Road	Diamond Court / Northern municipal boundary	Upgrade from DDB function - 2031 traffic forecast = >18,000 vpd. Extend DDA function from Berrigan Drive to Orion Road
Miguel Road	Spearwood Avenue	Yangebup Road	Reclassify to Access road as DDA function is now performed by the extended Spearwood Avenue
Murdoch Drive	Farrington Road	Former northern municipal boundary	Delete - no longer in City of Cockburn due to municipal boundary realignment to Farrington Road
Orion Road	Karel Avenue	Marriott Road	New major road in Jandakot Airport - will be extended to Berrigan Drive/Jandakot Road intersection by JAH
Rockingham Road	Cockburn Rd / Hampton Road	Beeliar Drive / Mayor Road	End point of DDA function relocated to Beeliar Drive.
Russell Road	Hammond Road	Kwinana Freeway	Change to start point required due to MRWA reclassification of part of Russell Road as a Regional Distributor
Spearwood Avenue	Stock Road	Henderson Road / Fancote Avenue	Road has now been extended. Extend end of DDA function from Beeliar Drive to Henderson Road. 2031 traffic forecast = 16,000 vpd
Verde Drive	Armada Road	Luber Street	New. Will ultimately connect to North Lake Road extension and freeway. 2031 traffic forecast = 12,700 vpd

District Distributor B

Road name	Start Name	End Name	Notes
Acourt Road	Nicholson Road	End of road	Addition to DDB network - planned to form part of link between Nicholson Road and Ranford Road
Barrington Street	Stock Road	Spearwood Avenue	DDB function shortened to Spearwood Ave now that road has been extended
Discovery Drive	North Lake Road	Spearwood Avenue	New road - links 2 x DDA roads. 2016 forecast volume = 14,000 vpd, 2031 forecast volume = 17,000
Forrest Rd	Carrington Street	North Lake Road	Amend section start to be Carrington St, rather than Rockingham Rd. MRWA - Carrington-MM Highway = DDB, MM Hwy-North Lake Rd = DDA
Gibbs Road	Kwinana Freeway	Tapper Road	Extend DDB function to Tapper Rd. High connectivity - connects Local Distributors to Primary and Regional Distributors
Hamilton Road	Start (Beeliar Drive extension)	Rockingham Road	Extend start point of DDB function to future Beeliar Drive extension
Hamilton Road East	Rockingham Road / Carrington Street	Hamilton Road	Add as a DDB road for consistency with Hamilton Road
Hope Road	Karel Avenue	Berrigan Drive	Deleted due to road realignments /renaming created at time of Roe Highway Stage 7 construction
Karel Ave	Marriott Road	Orion Road	Added
Mayor Road	Hamilton Road	Rockingham Road	DDB function west of Hamilton Road removed as it will be performed by Beeliar Drive extension
Poletti Road	North Lake Road	Beeliar Drive	Reclassify from Access road. High connectivity - links access roads to 2 x Distributor roads, 2031 traffic forecast = 7,800 vpd and will provide vehicle access to Cockburn Central West
Semple Court	North Lake Road	Berrigan Drive	Links access roads to 2 x District Distributor roads, Current traffic = 3,000 vpd+, 2031 forecast traffic = 8,500 vpd. MRWA system has this as Semple Road - change to Semple Court

Solomon Road	Armada Road	Jandakot Road	Added - reclassify Solomon Road from LD due to connectivity to Primary Distributor and Regional Distributor roads (Armada Rd, Jandakot Rd) and volumes. March 2012 = 6,800 vpd. 2031 forecast traffic = 11,000 vpd +
Spearwood Avenue	Cockburn Road	Stock Road	Extend DDB road section to Cockburn Road (MRWA = DDB 0.0-3.16) to incorporate road extension.
Sudlow Road	Spearwood Avenue	Phoenix Road	Added - high connectivity - connects 2 x DDA roads (Spearwood Ave and Phoenix Road). 2031 traffic forecasts = 15,000 vpd+
Tapper Road	Armada Rd	Gibbs Rd	Added - performs more of a District rather than Local Distributor function, high connectivity, 2007 traffic near Armada Rd approx. 7,500vpd. 2031 traffic forecasts already met or exceeded

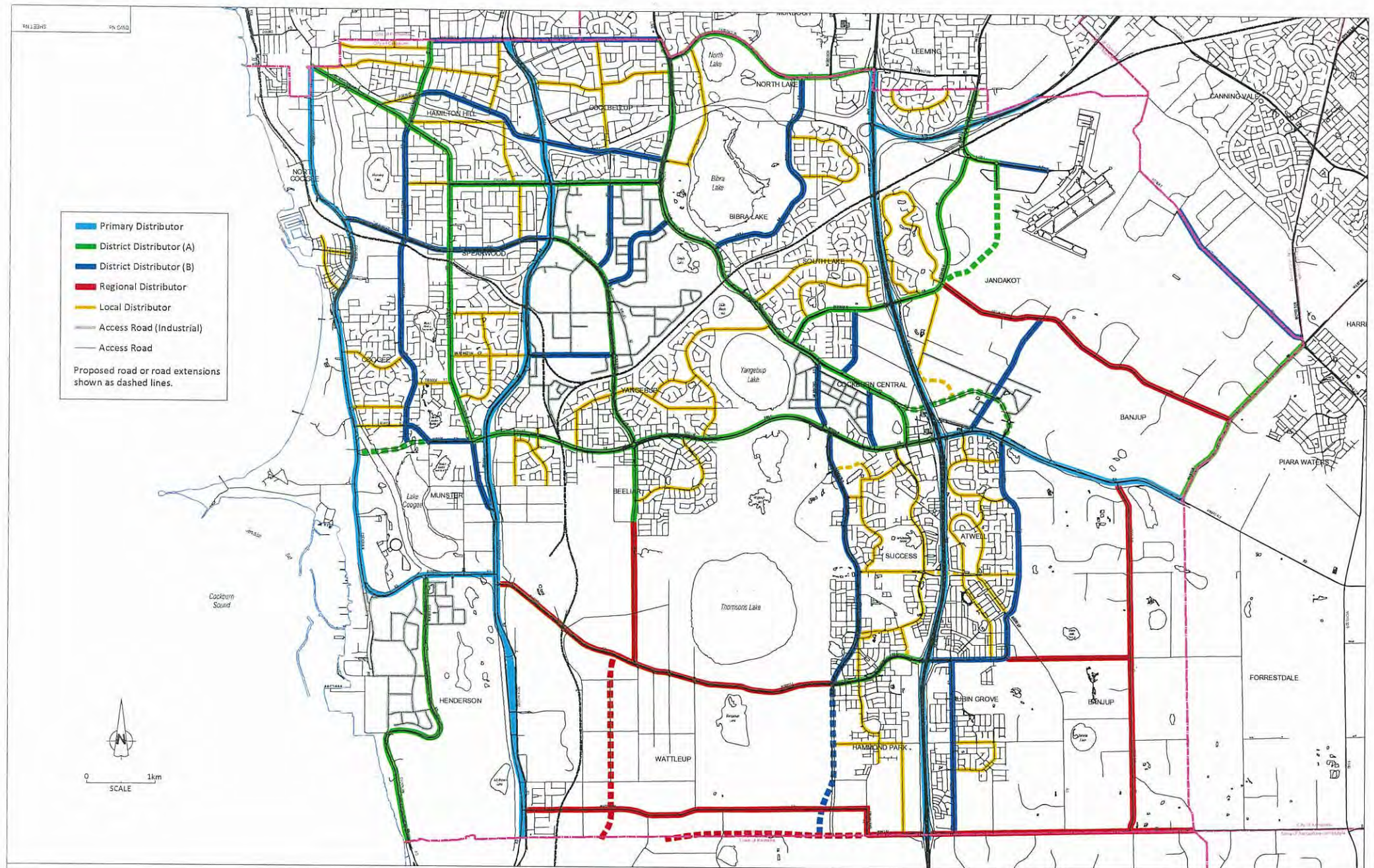
Local Distributor			
Road name	Start Name	End Name	Notes
Aurora Drive	Bartram Road	Gibbs Road	New road - performs distributor function and continuation of Brenchley Dr distributor function.
Baringan Avenue	Alabaster Drive	Bartram Road	LD function extended from Bamkin Court to Bartram Rd as road was extended
Barfield Road	Gaebler Road	Rowley Road	Added - function has increased due to residential development
Bartram Road	Hammond Rd	Tapper Road	Extend LD function to apply west of Kwinana Freeway also - connects distributor roads. 2031 traffic forecast = 12,500 vpd at future freeway overpass
Beenyup Road	Tapper Road	Brenchley Drive / Bartram Road	This section now services a residential area - links access roads to 3 distributor roads
Birchley Road	Yangebup Road	Beeliar Drive	Links access roads to Distributor A road
Bolderwood Drive	Elderberry Drive	Elderberry Drive	Reclassify as an road - performing more of an access than distributor function. Weekday traffic approx. 1,400 vpd,
Botany Parade	Gaebler Road	Macquarie Boulevard	New road, continues LD function of Macquarie Bvd
Brenchley Drive	Bartram Road	Bartram Road	New road
Brushfoot Boulevard	Russell Rd	Wentworth Pde	New road
Camden Boulevard	Gaebler Road	Lyon Road	New road
Dean Road	Berrigan Drive Jandakot Road	Glen Iris Drive / Twin Waters Pass.	New road, links access roads to Berrigan Dve (DDA) and Jandakot Rd (RD)
Durin Avenue	Yangebup Road	Ivankovich Avenue	New road
Elderberry Drive	North Lake Road	Berrigan Drive	Amend start to be North Lake Road (Forrest Rd renamed)
Forrest Rd	Rockingham Road	Carrington St	Added as LD - reclassify section from DDB
Gaebler Road	Lyon Road	Camden Boulevard	Reclassify - links access roads to distributor road (Lyon Bvd)
Gaebler Road	Frankland Avenue	Barfield Road	Reclassify to reflect increased role in developing suburb. High connectivity - links to future distributor roads
Glen Iris Drive	Dean Road	Hartwell Parade	New road, links access roads to Berrigan Drive via Dean Road and Hartwell Pde
Gwilliam Drive	Progress Drive	North Lake Road	Reclassify from Access road due to volume (5,000+ vpd) and connectivity to North Lake Rd (DDA) and Progress Dr (LD)
Irvine Parade	Gaebler Road	Bellingham Road	New road, continues LD function of Macquarie Bvd/Botany Pde and will continue south through Hammond Park
Ivankovich Avenue	Watson Road	Durin Avenue	New road, links access roads to 2 distributor roads
Lauderdale Drive	Wentworth Parade	Ricci Way	New road - planned to link to Russell Road via Ricci Way to provide access/egress to future Atwell rail station
Lyon Road	Zodiac Loop	Gibbs Road	Reclassify to Access road due to reduced connectivity created by subdivision layout.
Macquarie Boulevard	Russell Road	Botany Parade	New road, high connectivity to Russell Rd (PD)
Mayor Road	Cockburn Road	Hamilton Road	This section downgraded from DDB function, which will be replaced by Beeliar Drive extension
Osprey Drive	Yangebup Road	North Lake Road	Amend end to be North Lake Road (renamed from Forrest Rd)
Orsino Boulevard	Cockburn Road	End	New road - links access roads in Port Coogee to Pantheon Ave and Cockburn Road (PD)
Pantheon Avenue	Cockburn Road	Orsino Boulevard	New road, links access roads to Cockburn Rd (PD), now extends to Chieftain Esplanade
Postans Road	Wattleup Road	Southern municipal boundary	Delete - Town of Kwinana classify this as an Access road and road will soon be closed due to Alcoa Tailing Pond extension
Prinsep Road	Berrigan Drive	End	Added - planned to link to Verde Drive extension and 2031 forecast traffic volume = 12,000 vpd
Progress Drive	Farrington Road	Gwilliam Drive	Extend LD function from Hope Rd to Gwilliam Drive. Traffic volumes = 4,500 vpd +
Sudlow Road	Phoenix Road	Forrest Road	Reclassify - connectivity to Phoenix Rd (DDA) and Forrest Rd (DDB) and volume of 3,200 vpd in March 2005
The Grange	Beeliar Drive	Spearwood Avenue	Amend as road has been extended from Waitch Loop to Spearwood Ave
Turnbury Park Drive	Berrigan Drive	Hartwell Parade	New road. Links Glen Iris Drive (LD) and Hartwell Pde to Berrigan Drive (DDB)
Watson Road	East Churchill Avenue	Beeliar Drive	Road now ends at Beeliar Drive, rather than Yangebup Road. Connects residential precinct to a DDA road.
Waters Avenue	Lydon Boulevard	Brenchley Drive	New road
Wentworth Parade	Beeliar Drive	Hammond Road	Amend end from Alabaster Drive to Hammond Road as road has been extended
Yangebup Road	Birchley Road	Dunraven Drive	Function downgraded between Stock Rd and Miguel Road due to Beeliar Drive extension
York Street	Clontarf Road	Jean Street	Added - connects 3 distributor roads (Clontarf Rd, Lefroy Rd, South St) and is consistent with City of Fremantle classification

Access Road

(Industrial)

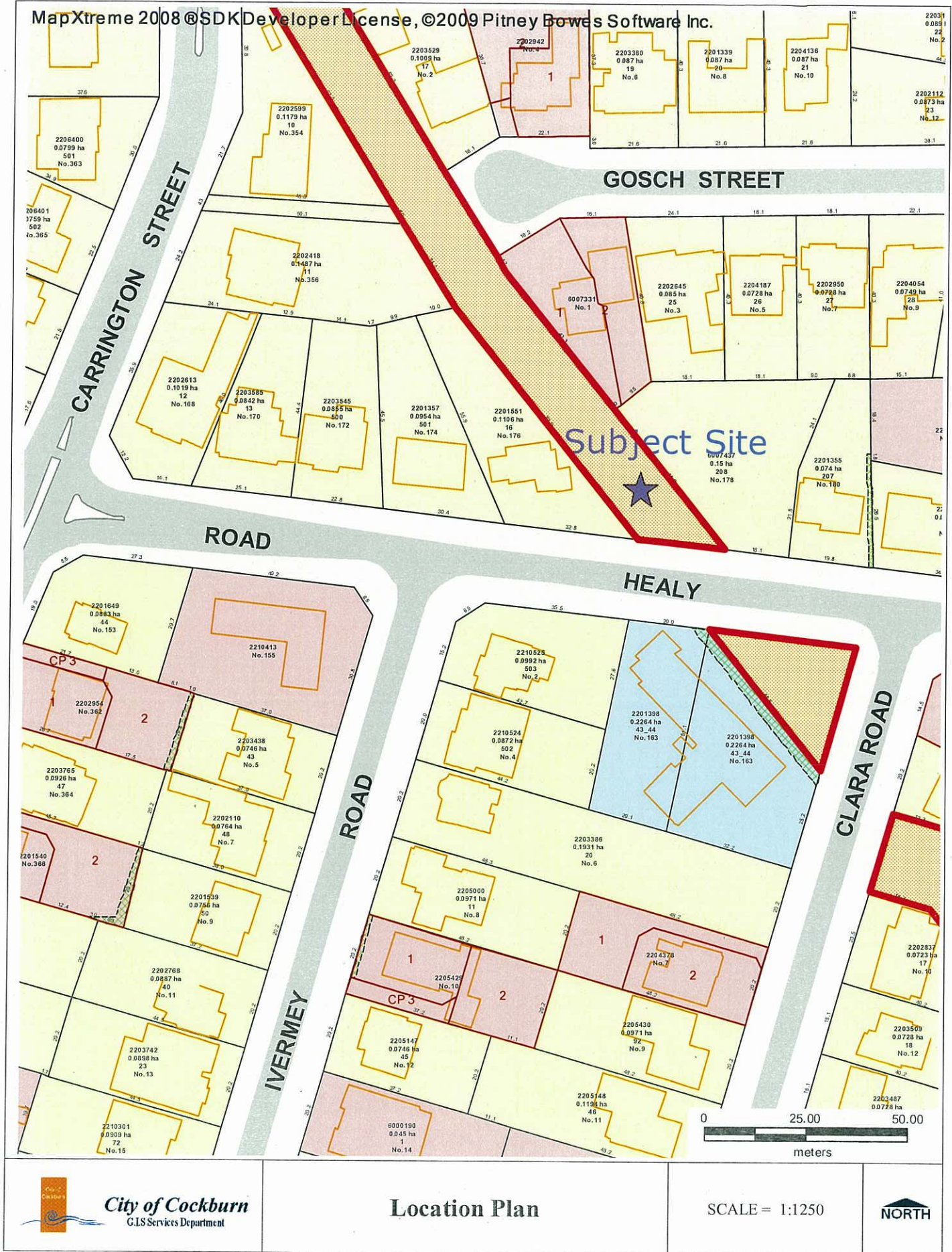
All access roads in industrial/commercial areas

Added to recognise non-residential function and heavy vehicle use of these roads



					CITY OF COCKBURN		TITLE		FUNCTIONAL ROAD HIERARCHY		DESIGNED	JMLD	APPROVED	SCALE 1:50,000	JOB No.
					9 COLEVILLE CRESCENT, SPEARWOOD WA 6163						DRAWN	GA		DWG No.	SHEET No.
					PHONE: (08) 9411 3444 FAX: (08) 9347 3333						CHECKED	JMLD		3083B12	1 of 1
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ARBORICULTURAL INSPECTION AND REPORT
FOR THE CITY OF COCKBURN
RE: 178 HEALY RD HAMILTON HILL
18TH OF JULY 2012

178 HEALY RD HAMILTON HILL

City of Cockburn
9 Coleville Cr
Spearwood W.A. 6163
Attn: Anton Lees
Parks manager

Re: *Eucalyptus gomphocephala* (Tuart) situated on the proposed development site at the above address also known as Lot: 208.

Anton,

Please find attached a report regarding your request to assess the health, condition and structural stability for the tree in question, with consideration to the proposed development impact and potential risks that may be realised. If you would like any further information regarding matters contained in the report, please call me anytime during normal business hours.

Regards,

STEVE KNEEBONE

ADV DIP ARBORICULTURE
BSc (hons) ARBORICULTURE (current)
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SUMMARY – The mature *Eucalyptus gomphocephala* (Tuart tree) situated in the rear of the above address, exits within and over a proposed residential development, where new construction is designed to encroach within close proximity to the base of the tree. An assessment of the Fengjing MA building designers Plan document SK01 indicates the construction will be placed within the trees structural root zone. This report will assess the proposed impact on the tree, the condition of the tree at present and the risks related to the proposed construction for the trees health and the potentially introduced targets. The report will note that while pathogens were found the tree is presently structurally sound and the proposed development will be detrimental to the trees ongoing health and stability if it is to remain.

1. BRIEF

1.1. Mr Anton Lees from the City of Cockburn presented this consultant with the following brief in regard to the assessment and report requirements.

".. The City is seeking an Aboriculturalist report on the condition of a Tuart tree residing on land owned by BP Aust, potential impact on the tree and risks associated with the tree from the proposed development at 178 Healy Rd Hamilton Hill. A preliminary report is requested for COB Thursday 19th July for our meeting with BP on Friday 20th July with a comprehensive report to follow ASAP..."



Image 1 – highlighted area notes tree in question. The red area indicates the zone approximately removed during recent works (Image courtesy of NEAR MAPS 2012).

2. INTRODUCTION

2.1 – This report has been undertaken to assess the health and structural condition of the tree in question. Consideration is given to the tree as it presented and the impact of the proposed development, in light of the proximity of the encroachment within the trees drip line (vertical limit of the outer canopy) based on building plans provided. The report will not provide opinion from the consultant as to retention or removal based on other considerations.

2.2 – The tree was inspected on the 18th of July 2012 at approximately 12.30pm in calm and sunny conditions. At the time the site was occupied by approximately 25 people engaged in a "Save the Tree" campaign. While no obstruction was encountered during the inspection period, aerial protest platforms and banners had been constructed that concealed some mid canopy areas of the tree framework from assessment.

3. OBSERVATIONS

- 3.1 – The tree in question is a mature *Eucalyptus gomphocephala* (Tuart) native to the Swan Coastal plain area. While the main stem is considered large the upper canopy reflects the wind swept shape to which this tree has developed in a wind affected position.
- 3.2 – The foliage was of a good size and colour indicating a healthy root system. An inspection of the main branch junctions noted for the most part sound attachment with one early second order branch included union (See Image 2) beginning to develop and a second stem displaying dysfunctional wood due to exposure of the cambium layer. Neither site is considered to be a concern with regard to the structural integrity of the tree at this stage.



Image 2 – arrow indicates early included union

- 3.3 - Sounding of the main stem returned for the most part a solid reverberation indicating sufficient sound wood for structural stability. A partial hollow resonance was noted to the western side of the stem indicating internal minor internal decay is present. There were no advanced sporophores (fruiting bodies) of the decay pathogen available for identification at this stage (See 3.8 for further comment). Active termites (*Isoptera spp*) were noted in the junction between the two first bifurcating main stems. Neither pathogen is considered advanced enough to warrant a conclusion that the tree poses an unacceptable risk due to structural instability.
- 3.4 - A major section of the tree has been removed to the SSW, with an estimated minimum 20% loss of photosynthetic material, leaf support material and structural branch work. This is considered potentially detrimental to the trees carbohydrate production and reserves needed to combat harmful pathogen development. It will also affect the “mass damping” whereby canopies distribute even stress through the crown during high wind periods. A large stub remains as a result of the removed section. The remaining canopy is now considered asymmetrical to the North/North west. Image 3 shows the stub following the work along with a view of the tree from the South east. Protestor activities are also reasonably evident.
- 3.5 – The remaining stub from the partially removed limb displays an open fissure on the upper tension wood side and a hollow resonance when sounded with an acoustic mallet. Evidence

of heartwood decay (degraded wood) can be seen at the exposed pruning points of the remaining buttress confirming internal heartwood decay is present. While compromise of the tension wood side is more of a concern, in this instance there seemed to be sufficient sound structural timber left to maintain stem stability.



Image 3 - yellow area highlight stub left from partial limb removal

- 3.6 – The canopy retains several scars and fissures from old wounds with average callus formation noted. The canopy also retains many large sections of deadwood (to 180mm) many of which have been partially reduced. Parrot browsing was noted in some areas evident by the removal of outer bark, exposure of the cambium and resulting dysfunctional wood formation.



Image 4 – highlighted area displays scar from previous failure with the yellow arrow noting previously reduced stem. The white arrow notes the new wood developing over the affected area.

- 3.7 – The loss of the main section to the South West has affected the tree mass damping whereby they balance exerted stress during high wind events. In some instances this predisposes other sections of the canopy to a higher probability of failure due to lack of previous protection and the likelihood that increased wind speeds will be encountered by the exposed areas previously protected.
- 3.8 – While decay was noted there was little evidence of fungal fruiting bodies other than a small developed section from the stub of a previously reduced stem. Whilst not fully apparent this appears to be *Piptoporus australiensis*. It is will be recommended that this be monitored in order to consider the long term ramifications of its development. Generally as long as trees continue to sustain vitality, they will produce new wood to counteract the decline of heart wood strength loss. Studies have shown that significant loss of heartwood does not result in an equal loss of structural stability. It is where the decay is on a tree as much as the extent which needs careful monitoring.



Image 5 – Early development of decay fungi sporophore (fruiting body).

- 3.9 - The issue highlighted above with regard to decay and other pathogens are quite normal and regularly noted in trees of this species and age. The question is whether the extent is detrimental to the tree structural integrity which at present they are not. As mentioned trees can have quite advanced compromised structural parts and still remain structurally sound.

4. DEVELOPMENT CONSIDERATIONS

4.1 - The Fengjing MA building designers Plan document SK01 indicates the development will encroach well into the trees structural root zone, based on AS 4970 "Protection of trees on development sites". This standard was developed to provide trees with adequate protection for a) - future development and nutrient needs and b)- protection of the root system to ensure structural and absorptive root loss was kept to acceptable limits with regard to a trees structural integrity and below ground beneficial nutrient and other absorptive requirements.

4.2 – Based on the standard the tree should be apportioned the following protection prior to any discussion to amend encroachment based on an Arboricultural assessment of the developments impact:

- Structural root zone considerations (SRZ) – 4.59 metres.
- Tree Protection zone (TPZ) – 15 metre radius.

What these two figures mean is that no development should incur inside of 15 metres from the base of the tree (TPZ). The reference to the structural root zone is made as the Standard allows some compromising of the overall area based on the assessment and any encroachment inside this limit immediately puts the tree into a "high risk of failure" category when considering structural integrity is simply the ability to remain standing in extreme weather events. Research indicates that loss in excess of 33% renders the tree a high risk of failure. This limit would certainly be breached on this occasion.

4.3 – Mature trees also do not experience the same vitality as younger semi-mature specimens. If we add the stress of decay and insect pathogens, the tax on carbohydrate reserves needed to combat this and the fact that they will now be preferentially apportioned to re-foliation as 20% has been removed, we can ill afford to affect the tree any further as an irreversible mortality spiral is likely. The main problem is this is slow and can take years; however actions now will instigated this if the tree is not suitably protected.

4.4 – The plan looks to introduce development well within the SRZ and deep inside the TPZ. It is therefore imperative that Arboricultural input be sought to fully assess the building plans and the effects predominantly to the root zone. It is also highly likely that the above ground parts of the Northern lower lateral sections will become questionable due to access and extension over proposed dwellings. As with many such sites the potential issues will be:

- Perceived risk from failure probabilities of those parts to the introduced targets.
- Leaf litter.
- Disturbance of the developed site by the tree root system.
- Access to the tree for any future recommended pruning work.
- The Common Law right of property owners to have overhanging tree parts reduced back to property lines if they choose to.

4.5 – With regard to "Risk" it is recommended that a Quantified Tree Risk Assessment (QTRA) be undertaken by a licensed user. This will provide a Risk of Harm level which will either propose the risk is acceptable or work is required to reduce it to a suitable limit (See www.qtra.co.uk for more details).

- 4.6 – Leaf litter is something we simply must live with if we are to enjoy trees in the urban landscape. It is the opinion of this consultant that it does not constitute a reason for tree work in almost all situations. The benefits far outweigh the problems.
- 4.7 – Should future work be necessary it is likely that access to the property will be needed and this should be included in any settlement proposals.
- 4.8 – The Common Law rites mentioned above have the potential to render this tree an unsuitable specimen. If the development went ahead even with an agreed root protection plan and a new owner chose to select the legal option of property line clearance, the tree would lose enough canopy in this consultant's opinion to warrant complete removal. This also needs to be addressed in any settlement proposals.

5. CONCLUSION and RECOMMENDATIONS

It is important to note that this consultant has not commented on how the tree forms part of the areas ecological framework, the importance of the tree to the landscape or the habitat it provides for local and visiting fauna. Conclusions and recommendations are based on the request brief supplied by the City's Parks manager.

- 5.1 – Despite the challenges recently placed on the tree and those proposed from the future development, the tree is in reasonable overall condition and can be retained.
- 5.2 – If this is acceptable and the decision is retention, then the owners and adjacent developers need to accept the limitations that will be placed on the effects of the proposed works by an arboricultural consultant.
- 5.3 – A joint meeting should be established between all interested parties. At this point the full extent of the plans can be assessed in relation to the trees requirements. Recommendations can then follow with regard to root zone inspections and potential pruning requirements over the development area.
- 5.4 – Inspections of the root zone based on final agreed limits of approach should be undertaken with an air spade to avoid root damage while identifying below ground root development.
- 5.5 – Pruning work will not be recommended at this stage and is better considered following the proposed meeting of interested parties. At a minimum it seems advisable to remove all major deadwood to source when considering the targets that may be introduced and the fact that dead material fails more readily than live leaf support material. This however can wait until final tree management decisions are finalised. Termite treatment by a licensed pest control company is also advised.

6. HELIWELL TREE VALUATION

1.1. This requires the input from 6 x fields which are then multiplied to provide a monetary value based on a unit price of \$42.25. It allows a consideration of a proposed monetary value on the tree in question based on broad amenity considerations.

- Size (0 to 8) – 7
- Expected duration of visual amenity (0 to 4) – 3
- Importance in the landscape (0 to 4) – 4
- Presence of other trees (0 to 4) – 4
- Relation to the setting (0 to 4) – 4 (*prior to development*)
- Form (0.5 to 2) – 1 (*reduce from score of 2 due to recent works to southern section*)

The resulting value is $405 \times \$42.25 = \$ 56,784$ (***\$113,568 had southern section been retained***).

Steve Kneebone

July 2012

Liability and Limitation

Tree risk inspections are based on reasonably practicable assessment methods. Every condition that could possibly lead to stem or tree failure cannot expect to be detected. Trees may fail from a range of singular or cumulative reasons, some of which are not yet fully understood. Recommendations following inspections may or may be accepted by clients.

Assessment tools are variable and unless otherwise stated inspections are undertaken at ground level based on the permissible access granted. Inspection of underground portions is limited and potential reasons for failure are not always available for consideration. CTS cannot guarantee against tree or limb failure.

It is not possible to make a tree “safe” rather they can be managed to reduce the potential risk of harm to acceptable levels, should the consultant feel this is necessary. Recommendations in this report are based on qualifications, experience, knowledge and the use of assessment tools deemed necessary for the individual inspection.

The report is to be considered in full and sections are not to be selected for legal consideration without advice and approval from CTS.