



City of Cockburn
Ordinary Council Meeting
Minutes

For Thursday, 8 March 2018

These Minutes are subject to confirmation

Presiding Member's signature

Date:

CITY OF COCKBURN

SUMMARY OF MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY, 8 MARCH 2018 AT 7:00 PM

	Page
1. DECLARATION OF MEETING	5
2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED).....	5
3. DISCLAIMER (READ ALOUD BY PRESIDING MEMBER).....	6
4. ACKNOWLEDGEMENT OF RECEIPT OF WRITTEN DECLARATIONS OF FINANCIAL INTERESTS AND CONFLICT OF INTEREST (BY PRESIDING MEMBER)	6
5. APOLOGIES & LEAVE OF ABSENCE	6
6. WRITTEN REQUESTS FOR LEAVE OF ABSENCE	6
7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE.....	6
8. PUBLIC QUESTION TIME	6
9. CONFIRMATION OF MINUTES	9
9.1 (2018/MINUTE NO 0023) MINUTES OF THE ORDINARY COUNCIL MEETING - 8/02/2018	9
10. DEPUTATIONS.....	10
11. BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED).....	10
12. DECLARATION BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING	10
(2018/MINUTE NO 0024) REORDER OF BUSINESS TO DISCUSS ITEM 17.2	11
17.2 (2018/MINUTE NO 0025) ADOPTION OF THE CITY OF COCKBURN RECONCILIATION ACTION PLAN 2018-2021	12
13. COUNCIL MATTERS	125
13.1 (2018/MINUTE NO 0026) COUNCIL DELEGATE - NEIGHBOURHOOD WATCH REFERENCE GROUP.....	125
14. PLANNING & DEVELOPMENT DIVISION ISSUES.....	127
14.1 (2018/MINUTE NO 0027) MINOR MODIFICATIONS TO VARIOUS LOCAL PLANNING POLICIES AND PLANNING AND DEVELOPMENT POSITION STATEMENT	127
14.2 (2018/MINUTE NO 0028) PROPOSED AMENDMENT TO LOCAL PLANNING POLICY LPP3.4 'SERVICE STATIONS'	162
14.3 (2018/MINUTE NO 0029) PROPOSED NEW LOCAL PLANNING POLICY - NON-RESIDENTIAL USES IN RESIDENTIAL ZONES.....	177



14.4	(2018/MINUTE NO 0030) MODIFICATIONS TO LOCAL PLANNING POLICY - LPP 4.6 COCKBURN COAST DESIGN GUIDELINES FOR ROBB JETTY AND EMPLACEMENT PRECINCTS.....	183
14.5	(2018/MINUTE NO 0031) PROPOSED SCHEME AMENDMENT - MODIFICATION TO LAND USE DEFINITIONS.....	244
14.6	(2018/MINUTE NO 0032) MANAGEMENT & OPERATION OF HEALY LODGE - 163 HEALY ROAD HAMILTON HILL	258
14.7	(2018/MINUTE NO 0033) PROPOSED AMENDMENT TO METROPOLITAN REGION SCHEME - LOT 130 (NO. 367) JANDAKOT ROAD, TREEBY	271
14.8	(2018/MINUTE NO 0034) PROPOSED CHANGE OF USE - 'SHOP' TO 'SHOP & LIQUOR STORE (USE NOT LISTED)' - 281 (LOT 804) BEELIAR DRIVE, YANGEBUP (DA17/0935).....	294
14.9	(2018/MINUTE NO 0035) ACQUISITION OF LOT 75 QUARIMOR ROAD, BIBRA LAKE	310
14.10	(2018/MINUTE NO 0036) AMENDMENT TO PACKHAM NORTH / ENTRANCE ROAD STRUCTURE PLAN - LOT 490 (NO. 47) ENTRANCE ROAD, COOGEE	313
14.11	(2018/MINUTE NO 0037) RESPONSE TO DRAFT LOCAL PLANNING POLICY - MANDOGALUP FUTURE DEVELOPMENT	324
14.12	(2018/MINUTE NO 0038) COUNCIL DELEGATE DEVELOPMENT ASSESSMENT PANEL - NOMINATION TO THE SOUTH WEST METROPOLITAN AREA JOINT DEVELOPMENT ASSESSMENT PANEL.....	335
14.13	(2018/MINUTE NO 0039) MOTION ARISING FROM THE ANNUAL GENERAL MEETING - 6 FEBRUARY 2018 - COOLBELLUP COMMUNITY ASSOCIATION - COOLBELLUP COMERCIAL AREA	341
15.	FINANCE & CORPORATE SERVICES DIVISION ISSUES.....	345
15.1	(2018/MINUTE NO 0040) LIST OF PAYMENTS MADE FROM MUNICIPAL AND TRUST FUND - JANUARY 2018.....	345
15.2	(2018/MINUTE NO 0041) STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - JANUARY 2018.....	365
15.3	(2018/MINUTE NO 0042) PROPOSED NEW POLICIES SC61 'DATA MIGRATION' AND SC62 'WEBSITE MANAGEMENT'.....	389
16.	ENGINEERING & WORKS DIVISION ISSUES	398
16.1	(2018/MINUTE NO 0043) RFT30/2017 - ENERGY FROM WASTE	398
16.2	(2018/MINUTE NO 0044) SWIMMING PONTOON COOGEE BEACH	407
16.3	(2018/MINUTE NO 0045) MOTION ARISING FROM THE ANNUAL GENERAL MEETING 6 FEBRUARY 2018 - TRAFFIC CALMING FOR COOLBELLUP AVENUE	411
16.4	(2018/MINUTE NO 0046) MOTION ARISING FROM THE ANNUAL GENERAL MEETING - 6 FEBRUARY 2018 - COMMUNITY MEMORIAL GARDEN	414
17.	COMMUNITY SERVICES DIVISION ISSUES.....	417



- 17.1 (2018/MINUTE NO 0047) ADOPT PROPOSED LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS 2018.....417
- 18. EXECUTIVE DIVISION ISSUES.....563
- 19. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN563
- 20. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING563
- 21. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY MEMBERS OR OFFICERS.....563
- 22. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE563
- 23. CONFIDENTIAL BUSINESS563
- 24. (2018/MINUTE NO 0048) RESOLUTION OF COMPLIANCE563
- 25. CLOSURE OF MEETING564



CITY OF COCKBURN**MINUTES OF ORDINARY COUNCIL MEETING
HELD ON THURSDAY, 8 MARCH 2018 AT 7:00 PM**

PRESENT:**ELECTED MEMBERS**

Mr L Howlett	-	Mayor (Presiding Member)
Ms L Smith	-	Deputy Mayor
Mrs C Terblanche	-	Councillor
Mr K Allen	-	Councillor
Mr P Eva	-	Councillor
Mr S Pratt	-	Councillor
Mr M Separovich	-	Councillor

IN ATTENDANCE

Mr S Cain	-	Chief Executive Officer
Mr D Arndt	-	Director Planning & Development
Mr S Downing	-	Director Finance & Corporate Services
Mr D Green	-	Director Governance & Community Services
Mr C Sullivan	-	Director Engineering & Works
Miss J Primmer	-	Executive Assistant
Ms A Santich	-	Media & Communications Officer
Mrs B Pinto	-	Governance & Risk Support Officer

1. DECLARATION OF MEETING

The Presiding Member declared the meeting open at 7.00pm.

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

The Presiding Member acknowledged the Nyungar People who are the traditional custodians of the land on which the meeting is being held and pay respect to the Elders of the Nyungar Nation, both past and present and extend that respect to Indigenous Australians who are with us tonight.

2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED)

Nil

3. DISCLAIMER (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)

Cr Kevin Allen - Impartiality Interest - Item 16.1

5. APOLOGIES & LEAVE OF ABSENCE

Councillor Carol Reeve-Fowkes - Apology
Councillor Chontelle Sands - Apology

6. WRITTEN REQUESTS FOR LEAVE OF ABSENCE

Nil

7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

All questions submitted at the previous Ordinary Council Meeting were responded to.

8. PUBLIC QUESTION TIME

Lara Kirkwood, Aubin Grove

Item 17.2 – Adoption of the City of Cockburn Reconciliation Action Plan 2018-2021

Q1. The ARG requested a Special meeting and Aboriginal Community Forum to draft an additional survey specifically about the Australian Day date. The Appendix of the Officers Report for Item 17.2 notes that the "The aim was to fully articulate the question they (ARG) wanted answers by the aboriginal community." However, it does not provide detail on the survey respondents. The survey was undertaken on social media, email and face to face meetings. Were they all Cockburn residents or people of Country? Can Cockburn provide evidence to demonstrate this?



- A1. The graph shown on page 534 of the Agenda indicates that 50 of the 57 respondents (or 87%) to that Survey live in the City of Cockburn.
- Q2. This Agenda item affects everyone in Cockburn. Why isn't CoC following up the ARG findings with consultation or a poll of ALL its residents and ratepayers?
- A2. The Council decision of March 2017 required that the Reconciliation Action Plan Review process only consider the extended consultation findings and other recommendations contained in the Consultation Report. It is open for Council to consider any further consultation with the broader community on any aspect of the Plan
- Q3. Will the Mayor raise a conflict in this agenda item and refrain from voting, given he has been on record to say the Council is not going to change Australia Day? (when clearly this recommendation seeks to change the date that Cockburn holds its Australia Day festivities?). If he doesn't consider it a conflict, it most certainly is a perceived conflict.
- A3. Mayor Howlett advised that he had no impartiality interest in this particular matter.
- Q4. Consultation undertaken on the CoC RAP (July 2017) had 216 survey responses, but only 20 respondents (less than 10%) suggested the date should be changed. A MINORITY of the people who provided responses. (Page 528 of Agenda). So the information within item 17.2 does not demonstrate a majority of people wanting the Australia Day celebrations moved, so why is the report making that recommendation?
- A4. The question asked was "Would you like the City of Cockburn to provide Aboriginal cultural activities on Australia Day?" The reference you make to "only 20 respondents" is unclear but may relate to the figure of 20% quoted on page 528 which represents 19 Aboriginal respondents who answered "No" or "Not Sure" to this particular question, 12 of whom quoted the primary reason was they wanted to see the date of Australia Day changed.

Fuan Kwee Lim, Jandakot

As Mr Lim was not present at the meeting, a written response will be provided to him.

Millie Kursar, Coogee

- Q1. Are the Councillors aware of the location and extent of illegal (unleashed) dog activity at Coogee Beach/Woodman Point? The area in question, Coogee Beach has changed a lot in the last few years, i.e. Port Coogee, The Marina, Net Beach, Coogee Beach Surf Lifesaving Club, it's very busy so people are continuing to walk past the Woodman



Point jetty right down to Woodman Point and this is the area where every day there are dogs off lead.

A1. Director, Governance and Community Services advised that the Rangers are aware of the issue raised by you and conduct patrols in the area on a regular basis as much as resources will allow. This may not help your scenario. Once the summer season is finished and there's less activity, the City will be doing a review along the coastline. Whatever comes up will be presented to Council and subsequently implemented prior to next summer.

Q2. What do I do if attacked by a dog, or the owner of a dog?

A2. Any dog attacks need to be reported to Rangers or the Police. Physical assaults need to be reported to Police.

Corandino Elpitelli, Jandakot

Item 15.1 – List of Payments made from Municipal and Trust Fund – January 2018.

Q1. Why is the amount of \$36,000 plus paid to the Fremantle Dockers? This was a listing on the List of Payments. This sponsorship to the Dockers was rejected a couple of months ago

A1. Director, Finance & Corporate Services advised that it wasn't sponsorship. Council rejected the recommendation to support the AFL Women's team. The \$36,000 was part of the reimbursement for the Dockers towards the overpayment of their contribution to the Cockburn ARC. They made a contribution as part of the building cost. The City also advised them that there was a dispute over the bore. The City investigated this further and discovered that it belonged to the City and therefore reimbursed the Dockers the payment for the construction of the bore at the oval.

Q2. The payment to the Main Roads WA for approximately \$275,000 for lights at the corner of Berrigan and Jandakot road. Is this payment over and above the \$300,000 that Council contributed towards the construction of Pilatus Road, or is it a part of the \$300,000?

A2. Director, Engineering & Works advised that this was a payment which was made quite a number of months late as compared to the completion of the job for Main Roads for the installation of the traffic lights at Berrigan/Jandakot but he would need to take this on notice and respond on that.

Q3. An amount of \$134,000 plus has been paid towards legal fees to various legal companies, which exceeds the sum of \$200,000. Why do we expend so much considering we have a legal team working at the Council?



- A3. Director, Finance & Corporate Services advised that the City does pay legal fees to McLeods for legal matters in relation to planning and other civic matters. It also pays legal fees to Jackson McDonald for commercial legal advice on disputes the City may have with various contracts and so those amounts are quite large. However, the City will certainly look at the amounts quoted by Mr Elpitelli.
- Q4. The other one is for Planning Issues, totalling in excess of \$200,000. Considering the City has a considerable number of Planners at this Council, why so much money being spent on these issues?
- A4. Chief Executive Officer advised that-the City retains a number of legal firms to represent the City. It does not have in-house lawyers. It uses Counsel to defend itself in actions undertaken in various Tribunals, Courts and Appeals, part recommended by Council decisions. Each year the City brings a comprehensive review to Council on the amount of money spent on legal fees. Unfortunately that's the nature of life, the City gets litigated and it has to litigate others in return.

Ray Woodcock, Spearwood

Item 16.2 – Swimming Pontoon Coogee Beach

- Q1. Is there an Australian/New Zealand standard for pontoons, similar to the three pontoons located within the shark enclosure area at Coogee Beach; two to the south side of Coogee Beach jetty, and three offshore at Coogee Beach Lifesaving club. If there is an Australian/New Zealand standard, can the Council ensure the rate payers and beach goers that the three pontoons meet the Australian/New Zealand standards?
- A1. Director, Engineering & Works advised that his recollection is that there are no specific Australian/New Zealand standards for pontoons per say but there are certainly Australian and New Zealand standards in relation to the design of the various structural elements that form the pontoon but he will take this on notice and respond.

Corina Abraham, Yangebup

Ms Abrahams requested if Item 17.2 could be brought forward for consideration at the start of the meeting due to her disability as it was too long for her to sit through the entire meeting.

Director of Governance & community Services advised the meeting that this is possible by a resolution of Council.

9. CONFIRMATION OF MINUTES

9.1 (2018/MINUTE NO 0023) MINUTES OF THE ORDINARY



COUNCIL MEETING - 8/02/2018

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 8 February 2018 as a true and accurate record.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr K Allen

That the recommendation be adopted.

CARRIED 7/0

10. DEPUTATIONS

The Presiding Member invited the following deputation:

- **Tim Dawkins, Urbis** in relation to Item 14.8 Proposed Change of Use - 'Shop' to 'Shop & Liquor Store (Use Not Listed)' - 281 (Lot 804) Beeliar Drive, Yangebup (DA17/0935)

The Presiding Member thanked the deputation for their presentation.

11. BUSINESS LEFT OVER FROM PREVIOUS MEETING (IF ADJOURNED)

Nil

12. DECLARATION BY MEMBERS WHO HAVE NOT GIVEN DUE CONSIDERATION TO MATTERS CONTAINED IN THE BUSINESS PAPER PRESENTED BEFORE THE MEETING

Nil

AT THIS POINT IN THE MEETING, THE TIME BEING 7.28PM: THE FOLLOWING ITEMS WERE CARRIED BY 'EN BLOC' RESOLUTION OF COUNCIL

- | | | | |
|------|------|------|------|
| 14.1 | 15.1 | 16.2 | 17.1 |
| 14.2 | 15.3 | | |
| 14.3 | | | |
| 14.4 | | | |
| 14.5 | | | |
| 14.6 | | | |



14.7
14.10
14.11
14.13

**(2018/MINUTE NO 0024) REORDER OF BUSINESS TO DISCUSS
ITEM 17.2**

COUNCIL DECISION

MOVED Mayor L Howlett SECONDED Cr M Separovich

That Council consider Item 17.2 at this point in the meeting, the time being 7.29pm.

CARRIED 7/0

Reason for Decision

A request was received from a member of the public with a disability to bring forward the Item so that the member could leave the meeting early.



17.2 (2018/MINUTE NO 0025) ADOPTION OF THE CITY OF COCKBURN RECONCILIATION ACTION PLAN 2018-2021

Author(s)	G Bowman
Attachments	<ol style="list-style-type: none">1. City of Cockburn Reconciliation Action Plan (RAP) 2018-20212. Financial Budget for Reconciliation Action Plan (RAP) 2018-20213. Consultation Analysis Reconciliation Action Plan4. Consultation Analysis Australia Day

RECOMMENDATION

That Council:

- (1) adopt the City of Cockburn Reconciliation Action Plan, as attached to the agenda;
- (2) ensure that any financial implications of the Plan are included for consideration in Council's strategic and Annual budget planning documents;
- (3) refer the suggestion to change the day of the City of Cockburn's Coogee Beach Festival Event to a day other than the 26th of January to the Community Events Committee;
- (4) write to the Australian Government providing the Aboriginal Community consultation findings, which support a change to the date of national Australia Day celebrations;
- (5) approve the development of a Statement of Commitment from the Executive and Elected Members;
- (6) arrange for an annual 'Meet and Greet' event with the ARG and Elected Members to be conducted;
- (7) require all senior executives and Elected Members to undertake Aboriginal cultural learning activities; and
- (8) require a RAP progress report to be received by Council annually through the Elected members information portal (Hub).

COUNCIL DECISION

MOVED Deputy Mayor L Smith SECONDED Cr P Eva

That Council:

- (1) adopt the City of Cockburn Reconciliation Action Plan, as attached to the Agenda, subject to the following amendments:



1. Page 7 - Action 5 a) add the following words “to be referred to the Community Events Committee for consideration”:
2. Page 7 – Action 5 b) delete the following words “”which support a change to the date of national Australia Day celebrations”
3. Page 17 – Action 25 b) delete the words “six monthly” and substitute the word “annually” and add the words “to a formal meeting of: prior to the word “Council”
4. Page 11 – Action 11(d) to read “Apply dual naming of North Lake and Bibra Lake to include Aboriginal naming
5. Page 13 – Action 18(a) ii delete the word “offered” and substitute the words “short listed”.

(2) as recommended:

(3) delete

(4) to now become (3) – Delete the words “which support a change to the date of national Australia Day celebrations”

Insert new (4) as follows:

“In writing to the Australian Government highlight that:

1. Broader consultation with the City’s non – Aboriginal community on the issue of the date of Australia Day celebrations is yet to take place.
2. While the Consultation findings support a change to the date of National Australia Day celebrations, these views represent the opinion of the City of Cockburn Aboriginal community and some staff, and
3. Until wider consultation takes place, the City of Cockburn will not hold a position nor enter the debate on changing the date of Australia Day.

(5) insert the words “In relation to Action 2 a) on Page 6”

(6) insert the words “In relation to Action 2 b) on Page 6”

(7) insert the words “In relation to Action 8 b) iv. on Page 9”

CARRIED 6/1

Reason for Decision

The Draft Reconciliation Action Plan contains 26 Action strategies and the Officer recommendation nominated only a selection of these for the specific attention of Council and affirmative action. Therefore, it is



necessary to revise the format of the Motion to ensure that Council's intent on the final content of this document is accurately reflected.

Whether true or perceived there is a growing belief across the City that the City's consultation process is flawed.

Even the attached report asserts that during the initial consultation phase advised by the Aboriginal Reference Group:

1. Survey results were not conclusive
2. The Aboriginal Reference Group identified that the questions in the original survey were not able to determine the views of the Aboriginal Community

National polling has also given conflicting results on how Australians actually feel about Australia Day.

A poll commissioned by progressive think tank Australia Institute found 56% didn't care when the national day was held, while a separate poll from conservative group the Institute of Public Affairs resulted in 70% support for keeping Australia Day on January 26.

Increased momentum around changing the date of Australia Day does seem to reflect a growing sense that January 26 is symbolic of the Australia we used to be, not the Australia we hope to become.

Recent moves to promote changing the date of our national day are informed by the fact that many Australians - both Indigenous and non-Indigenous - feel they cannot celebrate on January 26, because that date marks the commencement of a long history of dispossession and trauma for Aboriginal and Torres Strait Islander people.

We have changed the date before, in fact, January 26 has only been a national public holiday since 1994.

However, there is a strong contingent of Australians who do not agree.

Before we can settle on a way forward, there is more work to be done in terms of raising awareness of the fraught symbolism of January 26, and what Australia stands to gain by changing the date of our national day to one that represents the shared values of modern Australia.

There are differing interpretations of what it means to celebrate on January 26 however, what is indisputable is the historical origin of the date.

Here I will quote the late Cr Portelli:

"Though it is seen as a celebration through our European ancestry as Foundation day with the landing of the First Fleet of settlers in NSW



Australia, many Aboriginal people reflect on it as Invasion day, a day of sorrow.

Steve wanted the *“City of Cockburn (to) schedule the day’s events in a respectful way to reflect our history and formally state our feelings of regret and sorrow”*

He wanted the City to:

“state the horrors and injustices that a nation of people suffered”

He acknowledged:

“We still have a long way to go. Another step in this journey of reconciliation is not to rewrite history but to embrace and accept the good and bad of what has happened. But most importantly, express our disgust and sorrow for what has happened”

He further acknowledged:

“We are now a multicultural nation that is more tolerant and respectful of all other cultures. In that spirit we propose that Australia Day be acknowledged as a historical date that is a contradiction of celebration and sorrow and as such we have a formal statement expressing such sentiment”

There is no denying that Arthur Phillip arrived at Sydney Cove and raised the national flag of the United Kingdom on January 26, 1788 and in doing so, he founded the colony of New South Wales and, at the same time, commenced the dispossession and marginalization of Indigenous people.

During this time, many Indigenous people were removed from their traditional lands, and stopped from practicing their language and culture.

Another problem with holding our national day on January 26 is that it is a day that positions European settlement as the primary source of national identity and pride. In doing so, it ignores more than 60,000 years of pre-colonial history and 230 years of multicultural migration to Australia.

Today, Indigenous people are still recovering from the chain of events that were set in motion on that day in 1788. The ongoing impact can be seen in disturbing rates of Indigenous incarceration and the growing overrepresentation of Indigenous children in out-of-home care, to give just two of many examples.

My personal opinion is that by changing the date, Australia can show that it is ready to truly accept and include Indigenous histories, cultures



and contributions as a valued part of the Australian story.

However, tonight my personal opinion doesn't count; that's a matter for the Federal Government and people of Cockburn to decide.

Background

The Ordinary council meeting held in July 2013 resolved the following:

- (1) adopt the City of Cockburn Reconciliation Action Plan 2013-2016, as attached to the Agenda;*
- (2) ensure that any financial implications of the Plan are included for consideration in Council's Strategic and Annual Budget planning documents; and*
- (3) require a progress report to be received by Council annually through the Elected Members Newsletter.*

Following the Council decision in July 2013, the City received endorsement from Reconciliation Australia (RA). Reconciliation Australia (RA) is a national not-for-profit community organisation that is the peak body in promoting, endorsing and assisting organisations Australia-wide to develop and report on Reconciliation Action Plans (RAPs). The City then launched its second Reconciliation Action Plan (Innovate level) to the community and commenced implementation of the Reconciliation Action Plan (RAP) 2013- 2016.

RAPs create social change and economic opportunities for Aboriginal and Torres Strait Islander Australians. There are four levels of RAPs; each framework sets out the minimum elements required from an organisation to build strong relationships, respect and opportunities.

There is a requirement by Reconciliation Australia that an Annual RAP Impact Measurement Report be provided to them on the progress of each organisation's RAP in achieving the identified measurable targets. The City provided an Annual progress report to Council through the Elected Members newsletter, and completed Annual Impact Measurement Reports for Reconciliation Australia.

The decision of the Ordinary Council meeting held in March 2017 is also of relevance to this report due to the requirement to consult with the Aboriginal Reference Group and Aboriginal Community and give consideration of these findings in the RAP review process. Council resolved the following:

- (1). receive the Aboriginal Reference Group Consultation Report*
- (2). allocate up to \$10,000 from the 2016/17 Grants and Donations Budget for an extended Aboriginal Reference Group and Aboriginal Community consultation process regarding the nature and type of cultural activities for future Australia Day events;*



- (3). *allocate \$2,000 from the 2016/17 Grants and Donations Budget for additional Nyungar cultural activities at the Australia Day Citizenship Ceremony in 2018;*
- (4). *approve the appropriate use of Nyungar language in the Acknowledgement of Country at Council Meetings and public events; and*
- (5). *require that the Reconciliation Action Plan (RAP) Review process consider the extended consultation findings and other recommendations contained in the Aboriginal Reference Group Consultation Report*

Submission

N/A

Report

The City of Cockburn's Reconciliation Action Plan 2013-2016 has expired and the City has since completed a draft RAP 2018-2021 by following the process outlined by Reconciliation Australia (RA). In accordance with the Council Decision at the OCM in March 2017, the City has also undertaken an extended Aboriginal Reference Group and Aboriginal Community consultation process regarding the nature and type of cultural activities for future Australia Day events. The City has also *"ensured that the Reconciliation Action Plan (RAP) Review process consider the extended consultation findings and other recommendations contained in the Aboriginal Reference Group Consultation Report."*

The City's commitment to developing its third RAP is to turn good intentions into measurable actions that help Aboriginal and Torres Strait Islander people achieve equality in all aspects of life – a goal which benefits all Australians.

Following a Request for Quote for Consultancy Services, the City contracted Keogh Bay Consultants to review the previous RAPs and develop actions for a new three year RAP in consultation with Reconciliation Australia, the Aboriginal Reference Group, the RAP Steering Committee and wider Community. The Consultant has also been contracted to carry out the extended consultation with the Aboriginal Reference Group and the Aboriginal Community.

The consultant has:

- Reviewed the existing Reconciliation Action Plans for 2011-13 and 2013-2016
- Consulted with relevant City staff, community members and community organisations to identify existing and potential areas of concern for the Aboriginal and Torres Strait Islander community within the City



- Developed a revised RAP 2018-2021 that meets with the requirements of the Reconciliation Australia framework, the City's current and committed position on Aboriginal engagement and the identified consultation and research process
- Developed a new RAP which outlines specific actions relevant to each focus area
- Included the City of Cockburn Aboriginal Reference Group and RAP Steering Committee in the review and consultation process
- Undertaken an extended Aboriginal Reference Group and Aboriginal Community consultation process regarding the nature and type of cultural activities for future Australia Day events;
- Ensured that the RAP Review process considered the extended consultation findings and other recommendations contained in the Aboriginal Reference Group Consultation Report.

This process included an extensive review and consultation process involving a gap analysis of the City's previous RAPs to understand where it succeeded and where it fell short. Consultation included meetings with the RAP Steering Group comprising membership of Aboriginal and Non-Aboriginal City staff, Aboriginal Reference Group members and Aboriginal and Non-Aboriginal community members. Staff from a wide variety of City of Cockburn Service Units attended the meetings.

The review identified that the City has successfully implemented the majority of the actions contained in the plans. This is an outstanding achievement and is a testimony to the staff and the Aboriginal Reference Group being committed to the Plan and the actions being realistic and achievable.

Major Achievements of the RAP's include the following:

RAP (2011-13) achieved:

- *increased opportunities for Aboriginal and Torres Strait Islander and non-Aboriginal people to come together at events and activities;*
- *the inclusion of a 'Welcome to Country' at each citizenship ceremony;*
- *the delivery of regular Aboriginal Cultural Awareness training for City staff;*
- *the creation of a "good news stories" newsletter;*
- *the purchase of Aboriginal artwork each year for display at the City's buildings;*
- *the development of a local Aboriginal history brochure, 'Beeliiar Boodjar';*
- *an Aboriginal student award for every school in the City of Cockburn area; and*
- *healthy eating and physical activities programs for Aboriginal people.*



RAP (2013-16) achieved:

- *the growth of public events and opportunities for engagement, including cultural bus tours, reconciliation activities with seniors and residents groups, and comprehensive NAIDOC week events across the City for all ages;*
- *the expansion of Cultural Competency training to two levels for staff;*
- *the formalisation of a cultural protocol for Welcome to Country and Acknowledgement to Country at events and ceremonies;*
- *increasing the Aboriginal Community Development position to full time in 2013, enabling stronger engagement with the community;*
- *the naming of Ngarkal Beach highlighted the approach to ensuring that public spaces recognise Aboriginal history and connections with land; and*
- *the development of a number of great resources on local Aboriginal culture, including the Derbal Nara website and accompanying brochure and the Port Coogee Nyungar Tourist Trail brochure.*

RAP REVIEW AND CONSULTATION PROCESS

Internal review and staff consultations included both staff survey and workshop attended by more than 40 people. Feedback and actions were refined through discussion among senior managers and the Aboriginal Reference Group. There were 180 community members (99 of whom were Aboriginal people) and 46 staff consulted about the RAP in general. In addition to this another 87 Aboriginal people were consulted specifically on the Australia Day date and celebration events. In total there were 267 community members and 46 staff consulted.

The key consultation findings are outlined below.

The community said that:

- they wanted to see better results in Aboriginal employment and engagement with Aboriginal students;
- developing an Aboriginal Cultural and Visitors Centre is a priority;
- most Aboriginal people and many non-Aboriginal people see the date of Australia Day celebrations as a major reconciliation issue which needs to be addressed.

The staff highlighted that:

- in earlier RAPs many actions fell on the shoulders of just a few, rather than being embedded across the organisation;
- the approach to organisational change should be more focused and structured;
- an Aboriginal Cultural and Visitors Centre is a priority;
- Aboriginal employment and links to education are a priority.



Extended Consultation with the Aboriginal Reference Group and wider Aboriginal Community

In accordance with the Council decision the consultant has also undertaken consultation with the Aboriginal Reference Group and the wider Aboriginal community in respect to the nature and type of Cultural Activities on Australia Day. This consultation is a major contributing factor to the RAP and would not be representative of the community's wishes if actions about this matter were not included. The results of this survey were not conclusive as they only provided information about what type of Cultural activities, if any, would be appropriate, not about their views on the Australia Day date. Although 60% of respondents identified that cultural activities could be provided on Australia Day, the comments in the survey identified that most Aboriginal people believe that 26 of January is a day of sadness, not celebration and that cultural activities should only be provided for educational and reconciliation purposes at the Citizenship Ceremony event until the Australia Day date is changed nationally.

The Aboriginal Reference Group identified that the questions in the original survey were not able to determine the views of the Aboriginal Community about whether it was appropriate for the City of Cockburn to hold celebration events on 26 of January, as it only asked about "the nature and type of cultural activities to be held on Australia Day". It was then agreed that an additional Special Meeting with the Aboriginal Reference Group, an Aboriginal community forum and an additional survey would be arranged. The consultation questions in the forums and the survey all related directly to the date and the celebrations held on Australia Day.

A Special ARG meeting was held in October 2017, followed by an Aboriginal community forum with a total of 30 Aboriginal People attending both events. Then an additional survey was made available from December 2017 to February 2018. All of the 57 survey respondents and the 30 forum participants identified as Aboriginal or Torres Strait Islander. The results of this consultation identified that 93% of Aboriginal Respondents would like the City of Cockburn to move its Coogee Beach Australia Day Event to a day other than the 26th of January. In addition to this 91% of Aboriginal respondents would like the City of Cockburn to request that the Australian Government change the date of National Australia Day celebrations to a day other than the 26th of January.

These results provide a representative view from the Aboriginal Community and have therefore been considered in the review of the Reconciliation Action Plan in accordance with the previous Council decision.



If the 2018-21 RAP is to be responsive to the views of Aboriginal Community members about what constitutes reconciliation, it is essential that the RAP contain actions that are consistent with their strongly expressed objectives.

The draft RAP 2018-2021 therefore recommends that the City of Cockburn move the Coogee Beach Festival event and breakfast held by the City on Australia Day and also identifies the need to request that the Australian Government consider the view of the Aboriginal Community and change the date of the National Australia Day Celebrations.

In summary the consultation identified the following key issues need to be addressed in the development of the action plan for the RAP 2108-20121:

- Maintain and build on the good results of previous RAPs.
- Embed reconciliation in practice across all business units in the organisation, ensuring shared responsibility in achieving deliverables.
- Track and measure the progress through the development of effective reporting systems.
- Improve outcomes in Aboriginal employment through stronger connections with Aboriginal students, enhanced Human Resource processes and an inclusive workplace culture built via expanded cultural competency training.
- Develop an Aboriginal Cultural and Visitors Centre as the centrepiece of community reconciliation; and
- Address the question of the date of Australia Day celebrations and the community based Australia Day event that the City of Cockburn holds.

These needs have been developed into a comprehensive draft Reconciliation Action Plan for the City of Cockburn spanning over a three year period. These actions have been identified because they are realistic and achievable within a three year timeframe and address the most pressing needs identified in the community consultation process.

The RAP is categorised into three focus areas Relationships, Respect and Opportunities.

The relationships focus area contains actions that work towards:

- Engagement;
- Bringing people together; and
- Inclusive appropriate celebrations

The respect focus area contains actions that work towards:

- Visible recognition of Aboriginal and Torres Strait Islander cultures;



- History and people;
- Protocols; and
- Cultural awareness training.

The opportunities focus area contains actions that work towards:

- Inclusion;
- Employment;
- Health and Healing; and
- Cultural opportunities.

The RAP outlines actions the relevant Business and Service units across the City can undertake to achieve the RAP outcomes. There are 26 actions in the Plan, shared across City Business and Service units as appropriate. Each action identifies the estimated time for completion, the officer responsible and the estimated resource implication. This level of detail will assist the City to implement the RAP in accordance with the requirements and reporting timeframes from RA.

The RAP will be monitored and progress reported via a tracking tool (Information portal) and made available to the Steering Group and externally to the public, Council and RA on an annual basis.

The City's draft RAP has been endorsed by the Reconciliation Action Plan Steering Group and the Aboriginal Reference Group. The City has received correspondence from RA which advised that the attached draft Plan meets conditional endorsement.

If the attached RAP is adopted by Council without significant change then the RA logo can be attached to the document.

However, if more than minor changes are made to the attached Reconciliation Action Plan RA may need to recommend further changes and then the revised document may need to be considered again by Council at a future meeting.

Strategic Plans/Policy Implications

City Growth

Maintain service levels across all programs and areas.

Community, Lifestyle & Security

Provide residents with a range of high quality accessible programs and services.

Economic, Social & Environmental Responsibility



Continue to recognise and celebrate the significance of cultural, social and built heritage including local indigenous and multicultural groups.

Create opportunities for community, business and industry to establish and thrive.

Budget/Financial Implications

Reconciliation Australia recommends the City take all practicable measures to ensure the RAP is implemented by the authority, its officers, employees and relevant agents and contractors, subsequent to it being accepted and endorsed.

All actions which require additional Municipal resources will need to be considered through Council's strategic and annual budget processes. The majority of resource implications for actions in the implementation plan can be achieved within existing budgets.

As contained in the Plan over the three year period it is estimated that \$69,500 of additional municipal resources will be required to implement the RAP actions across the City. See attached budget implications report for further detail.

Community Consultation

The level of community and staff engagement is in accordance with City guidelines with a large part of the RAP being predetermined by Reconciliation Australia.

Extensive community consultation was undertaken through a community and staff survey, with the RAP Steering group, the Cockburn Aboriginal Reference group, and meetings held at various locations. A total of 226 respondents including 180 community members (99 were Aboriginal people) and 46 staff have been consulted regarding the general RAP Review process. In addition to this another 87 Aboriginal people were consulted specifically on the Australia Day date and City of Cockburn community Australia Day events. In total there were 267 community members and 46 staff consulted throughout all the consultation processes with a full report available as attached to the agenda.

Reconciliation Action Plan General Survey Summary

The City conducted a general Reconciliation Action Plan community survey in May 2017 with more than 200 respondents - 99 of whom were Aboriginal;

During the consultation period, community members could have their say via:



- online survey
- hard copy survey
- at a public meeting
- face to face interview
- phone interview

Staff could have their say via online survey or at an internal workshop.

The consultation was promoted:

- on the City of Cockburn and Comment on Cockburn websites
- on the City's Facebook page
- via the City's Aboriginal Community Development Officer
- via the Aboriginal Reference Group
- on the City's staff Intranet page

Nature and Type of Cultural Activities on Australia Day survey

In addition to the general RAP survey Council resolved to allocate funds for an extended Aboriginal Reference Group and Aboriginal Community Consultation process regarding the nature and type of cultural activities for future Australia Day events. There were 99 Aboriginal survey respondents who participated in the original survey and interviews.

Note that this question assumed *no change in the date* of Australia Day celebrations. 99 Aboriginal respondents completed the survey.

- a) 20% did not want to see cultural activities, or were not sure. The primary reason given (63%) was because people wanted to see the date of Australia Day changed.
- b) 60% supported the idea of cultural activities on Australia Day (Jan 26), but comments suggested the primary purpose of these activities should be reconciliation or education not celebration.
- c) 20% of Aboriginal survey respondents did not answer these questions.
- d) While the question of the date of Australia Day celebrations was not directly addressed in the survey, discussions between Keogh Bay's community consultants and Aboriginal respondents suggested near universal support for a change of date.

Taken together, these findings suggest that almost all Aboriginal people surveyed do not see Australia Day on January 26 as a day in which they can be involved in celebrations.

After additional consultation it was determined that most Aboriginal people believe that the 26th of January is a day of sadness not



celebration and that cultural activities should only be provided for educational and reconciliation purposes at the Australia Day Citizenship Ceremony event until the National Australia Day date is changed by the Australian Government.

Additional Aboriginal Reference Group Consultation

There has been Australia-wide contention about the choice of 26 January – the day in 1788 when Captain Arthur Phillip landed at Sydney Cove – for Australia Day celebrations.

The Aboriginal Reference Group identified that the questions in the original survey were not adequately able to determine the views of the Aboriginal Community about whether it was appropriate for the City of Cockburn to hold celebration events on 26 of January, as the original questions only asked about the nature and type of cultural activities to be held on Australia Day.

The City's Aboriginal Reference Group (ARG) then requested a Special Meeting and an Aboriginal Community Forum and drafted an additional Aboriginal Community survey specifically about the Australia Day date.

The aim was to fully articulate the question they wanted answered by the Aboriginal community about the 26 January date of the Australia Day celebrations held each year by the City of Cockburn.

Surveys were circulated via social media, email and face-to-face to members of the Aboriginal community. The survey closed on 6 February 2018 with a total of 57 submissions received.

Including the community forum and special meeting another 87 Aboriginal people were consulted specifically about the Australia Day date and City of Cockburn celebration events.

Aboriginal Community Written Survey about Australia Day Date and Celebrations

- 57 respondents and all identified as Aboriginal

	Yes	No	Did not answer	Total
Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?	51	4	2	57
Do you want the City to lobby the Australian Government to change the	50	5	2	57



date of Australia Day?				
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Engagement summary	
<p>The ARG asked:</p> <p>Do you want to change the date of City of Cockburn Australia Day event celebrations from 26 January?</p> <hr/> <p>Key points in favour :</p> <p>Prefer not to celebrate what Aboriginal people regard as invasion day</p> <p>Keen for City to lobby Federal Government to change the date</p> <p>It is a day for reflection not celebration</p>	<p>You said:</p> <p>“When I stand there and see those fireworks and the many people celebrating, my heart is empty and I can’t celebrate because this day of our history represents freedom and a chance of a better life for all of those non-indigenous people but not for us.”</p> <p>“They’re not recognizing the First nation’s people”</p> <p>“Aboriginal people would like to celebrate on a different day and not the day of the destruction of our way of life and culture which has led to trauma of Aboriginal society.”</p> <p>“Don’t change the day, change the title.”</p>
<p>Key points against</p> <ul style="list-style-type: none"> • Keep the date to remind people of the horror • Make it more educational 	<p>You participated</p> <p>Survey responses: 57 Aboriginal respondents</p>
Next steps	
<p>We are now reviewing all community input for consideration</p>	



Risk Management Implications

This plan has been completed in consultation with the Aboriginal Reference Group in accordance with a previous Council decision and has received conditional endorsement by Reconciliation Australia, however, if more than minor changes are made to the attached plan RA may need to recommend further changes and then the revised document may need to be considered by Council at a future meeting.

Feedback from the Aboriginal Reference Group, identified that if key issues are not addressed it could be seen as dismissive of the Aboriginal Community's views. As Council required the consultation findings be considered in developing the RAP it is likely to create a "High" level of "Brand / Reputation" risk if key priority issues are not addressed in the RAP.

Advice to Proponent(s)/Submissioners

The Aboriginal Reference Group has been advised that the Draft RAP is to be presented at the Ordinary Council Meeting of 8 March 2018 for consideration.

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

Nil





Reconciliation Action Plan (RAP)

February 2018 – February 2021



City of Cockburn**Stretch Reconciliation Action Plan for the years [February, 2018] – [February, 2021]****Our vision for reconciliation**

Nidja City Cockburn baal djinang dandjoo-koorl moort-al warn moorditj kenyak yambo boola-boola dudjarak koordoodjinyal wer kaadadjiny. Ngaalang warn boorder-be dandidin djit kardakor Nyungar wer Torres Strait Islander wer warma noonakutt wagbella ali bandang moort baalap booder-be yokiny wer banga Cockburn moort.

The City of Cockburn's vision for reconciliation is to create an inclusive community with strong relationships across cultures based on mutual respect and understanding. Our actions will contribute to the goal of closing the gap between Aboriginal and Torres Strait Islander peoples and other Australians so that all people can be valued and participate fully in the Cockburn community.

(Nyungar language translation by Sealin Garlett and Charmaine Bennell)

Our business

The City of Cockburn is located in Perth's southern growth corridor within a diverse tapestry of natural and developed landscapes. Its location close to Perth City Centre (15km) coupled with excellent access to local employment, commercial, industrial and recreational areas, sees the City continue to grow at a rapid pace. The City is blessed with a remarkable network of well-maintained reserves and natural spaces. In 2017 the forecast population is 116,529 people including approximately 1.5% Aboriginal and Torres Strait Islander peoples.

Our vision is to build on the solid foundations that our history has provided to ensure that Cockburn is the most attractive place within the Perth metropolitan area to invest, live, work and visit. Our core business is the delivery of a wide range of services to Cockburn residents including the provision of community infrastructure; the maintenance and development of community facilities; the provision of municipal services such as community safety and waste collection; significant community events and the regulatory services associated with planning and development.

The City of Cockburn also manages a number of grant-funded services including Family and Individual Support Services, Financial Counselling, Cockburn Parenting Service, targeted Youth Services programs and others.

The City of Cockburn services the community with an Administration building, three libraries, a Youth Centre, an Operations centre, 14 Community centres, Cockburn Aquatic and Recreation Centre as well as hundreds of parks and reserves. A total of 882 staff are currently employed at the City (full-time/ part-time permanent; contract positions and casual) with 9 positions or 1.00% being Aboriginal and Torres Strait Islander peoples.



Our RAP

This is the third Reconciliation Action Plan (RAP) for the City of Cockburn, with the first covering 2011–2013 and the second 2013-16. The purpose of our RAP is to turn good intentions into measurable actions that help Aboriginal and Torres Strait Islander peoples achieve equality in all aspects of life – a goal which benefits all Australians.

Our Progress so Far

Our first steps towards reconciliation occurred in 2002 with the establishment of the City's Aboriginal Reference Group (ARG) - which met on a monthly basis - and the creation of a part time Aboriginal Community Development Officer position in 2003.

Our first RAP (2011-13) achieved:

- *increased opportunities for Aboriginal and Torres Strait Islander and non-Aboriginal people to come together at events and activities;*
- *the inclusion of a 'Welcome to Country' at each citizenship ceremony;*
- *the delivery of regular Aboriginal Cultural Awareness training for City staff;*
- *the creation of a good news stories newsletter;*
- *the purchase of Aboriginal artwork each year for display at the City's buildings;*
- *the development of a local Aboriginal history brochure, 'Beeliar Boodjar';*
- *an Aboriginal student award for every school in our area; and*
- *healthy eating and physical activities programs for Aboriginal and Torres Strait Islander people.*

Our second RAP (2013-16) achieved:

- *the growth of our public events and opportunities for engagement, including cultural bus tours, reconciliation activities with seniors and residents groups, and comprehensive NAIDOC Week events across the City for all ages;*
- *the expansion of Cultural Competency training to two levels for staff;*
- *the formalisation of a cultural protocol for Welcome to Country and Acknowledgement to Country at events and ceremonies;*
- *increasing the Aboriginal Community Development position to full time in 2013, enabling stronger engagement with the community;*
- *the naming of Ngarkal Beach highlighted our approach to ensuring that public spaces recognise Aboriginal history and connections with land; and*
- *the development of a number of great resources on local Aboriginal culture, including the Derbal Nara website and accompanying brochure, and the Nyungar Tourist Trail at Port Coogee brochure.*

Our RAP community survey conducted in mid-2017 shows that many in the community are feeling that relationships have improved and deepened.

How we developed this RAP

This RAP was developed through an extensive review and consultation process:

- *we undertook a gap analysis of our previous RAPs to understand where we succeeded and where we fell short;*
- *we conducted a community survey with more than 200 respondents - 100 of whom were Aboriginal or Torres Strait Islander;*
- *staff consultations involved both a survey and workshop attended by more than 40 people;*
- *we engaged with the Aboriginal Reference Group and conducted a Community Forum with the Aboriginal and Torres Strait Islander community on key issues.*
- *actions were refined through discussion among senior managers, RAP Steering Group, and our Aboriginal Reference Group.*

Principles and Priorities

Our consultations reinforced the outcomes of the gap analysis. The community told us that:

- *they wanted to see better results in Aboriginal employment and engagement with Aboriginal students;*
- *an Aboriginal Cultural and Visitors Centre and opportunities for cross-cultural engagement are priorities;*
- *most Aboriginal people and many non-Aboriginal people see the date of Australia Day celebrations as a major reconciliation issue.*

The staff highlighted that:

- *we took on a lot in our earlier RAPs and many of these actions fell on the shoulders of just a few, rather than being embedded across the organisation;*
- *our approach to organisational change should be more focused and structured;*
- *an Aboriginal Cultural and Visitors Centre is a priority; as are Aboriginal employment and links to education.*

With these lessons in mind our third RAP is built around five priorities:

- (1) *Maintain and build on the good results of our previous RAPs.*
- (2) *Embed reconciliation in practice across all business units in the organisation, ensuring shared responsibility in achieving deliverables. Track and measure progress through the development of effective reporting systems.*
- (3) *Improve outcomes in Aboriginal employment through stronger connections with Aboriginal students; improved Human Resource processes and an inclusive workplace culture built via expanded cultural competency training.*
- (4) *Develop an Aboriginal Cultural and Visitors Centre as the centrepiece of community reconciliation; and*
- (5) *Address the question of the date of Australia Day celebrations.*

Senior RAP Champions

This RAP is championed jointly by

- *the Manager of Community Development, and*
- *the Manager of Human Resources.*

Our RAP Steering Group

Our RAP is overseen by the RAP Steering Group (RSG). The RSG is made up of approximately 20-30 staff and external supporters. The members from 2013 to 2017 are:

- *Community members from the Aboriginal Reference Group,*
- *Community members from the Walyalup Reconciliation Group,*
- *Aboriginal and Torres Strait Islander community members who have expressed an interest in joining*
- *Internal staff representing the following Business Units:*
 - *Community Development – Disability Inclusion, Aboriginal Engagement, Youth Services, Child Care and Seniors;*
 - *Strategic Planning;*
 - *Parks and Environment – Education and Waste, Landscaping;*
 - *Corporate Communications;*
 - *Libraries;*
 - *Human Resources – Business Partners, Learning and Development*
 - *Infrastructure Services;*
 - *Governance and Risk;*
 - *Procurement*



Relationships			
<i>City of Cockburn values the diversity of the people in our community and understands that through respectful and genuine relationships we can learn from each other. Providing leadership in strengthening relationships with Aboriginal and Torres Strait Islander peoples is important to the City in developing an inclusive, strong and healthy community.</i>			
Focus area: <i>Engagement; bringing people together</i>			
Action	How we measure success	Timeline and Resources	Responsibility
1. RAP Steering Group (RSG) plays an active role in monitoring RAP implementation and progress.	<ul style="list-style-type: none"> (a) Ensure the effectiveness of the RSG through the establishment of clear Terms of Reference. (b) Appoint RAP champions from senior management level – Community Development and Services, and Human Resources, and will alternate the role of Chairperson (c) Meet at least four times per year to oversee the development, endorsement and launch of the RAP and to monitor and report on RAP implementation. (d) Ensure Aboriginal and Torres Strait Islander representation on the RSG with at least four members drawn from staff, the Aboriginal Reference Group and community 	<ul style="list-style-type: none"> (a) Dec 2018 (b)-(d) Dec 2018, Dec 2019, Dec 2020 Existing resources 	<ul style="list-style-type: none"> Manager Community Development Manager Human Resources
2. Increase engagement with the City's Aboriginal Reference Group (ARG)	<ul style="list-style-type: none"> a) Secure a <i>Statement of Commitment</i> from the Executive and Elected Members to work with the ARG on the RAP as a means of creating positive sustainable change. b) Create the opportunity for an annual 'Meet and Greet' with the ARG and Elected Members, and with the RAP Steering Group c) Clarify the voluntary role and tasks of the ARG members d) Establish a standard meeting agenda is developed for the ARG linked to key RAP objectives 	<ul style="list-style-type: none"> (a) July 2018 (b) Dec 2018, Dec 2019, Dec 2020 (c) Jan 2019 (d) Jan 2019 Existing resources 	<ul style="list-style-type: none"> Family and Community Development Manager Manager Community Development
3. Progress RAP Cultural Centre aims through a major partnership	<ul style="list-style-type: none"> a) Conduct an options analysis and make recommendations for a major partnership with another organisation supporting the development and/or operation of an Aboriginal Cultural and Visitors Centre b) Negotiate, establish and manage the partnership. 	<ul style="list-style-type: none"> (a) Jan 2019 (b) Jan 2019, Jan 2020, Jan 2021 Existing resources 	<ul style="list-style-type: none"> Family and Community Development Manager Manager Community Development



4. Integrate Aboriginal engagement practice into the Community Engagement Policy and Framework	<p>a) Amend the Community Engagement Policy and Framework to provide additional guidance on</p> <ul style="list-style-type: none"> i. Who should be consulted and the role of the ARG ii. When the Aboriginal community must be consulted iii. How consultations should take place iv. How the outcomes of consultations should be reported, shared and balanced against other views. <p>b) Meet with a minimum of two Aboriginal and Torres Strait Islander organisations to develop guiding principles for future engagement.</p> <p>c) Ensure that the amendments to the Policy are endorsed by the ARG before consideration by Council.</p>	<p>Dec 2018, Dec 2019, Dec 2020</p> <p>Existing resources</p>	<p>Manager Community Development</p> <p>Aboriginal Community Engagement Officer</p>
5. Review Australia Day celebrations	<p>a) Change the day of City of Cockburn's Coogee Beach Fest Event to a day other than the 26th of January</p> <p>b) The City writes to the Australian Government providing the Aboriginal Community consultation findings, which support a change to the date of national Australia Day celebrations.</p> <p>c) Include the involvement of the ARG and Aboriginal performers at Australia Day Citizenship Ceremonies (whatever the date may be) in order to provide cultural and historical education and engagement.</p>	<p>Jan 2019, Jan 2020, Jan 2021</p> <p>C) Additional \$2,000 allocation annually in Citizenship Expenses</p>	<p>Manager Community Development</p> <p>Manager Corporate Communications</p> <p>Family and Community Development Manager</p> <p>Civic Support Coordinator</p>
6. Celebrate National Reconciliation Week (NRW) to strengthen and maintain relationships between Aboriginal and Torres Strait Islander staff and other staff	<p>a) Organise at least one internal NRW events each year.</p> <p>b) Register all NRW events via Reconciliation Australia's NRW website.</p> <p>c) Encourage staff, Executive and Elected Members to participate in external events to recognise and celebrate NRW.</p> <p>d) Ensure the RAP Steering Group participates in at least one external NRW event each year.</p>	<p>Dec 2018, Dec 2019, Dec 2020</p> <p>D) Additional \$3,000 allocation annually</p>	<p>Family and Community Development Manager</p> <p>Aboriginal Community Development Officer</p> <p>Manager Human</p>

			Resources
7. Raise internal and external awareness of our RAP to promote reconciliation across our organisation and local government sector	<ul style="list-style-type: none"> a) Develop and implement a strategy, to communicate our RAP to all internal and external stakeholders. b) Promote reconciliation through ongoing active engagement with all stakeholders. c) Engage our senior leaders in the delivery of the RAP 	Dec 2018, Dec 2019, Dec 2020 Existing Resources	Family and Community Development Manager Manager Corporate Communications



Respect			
<p><i>Respect for the local Nyungar people and Aboriginal and Torres Strait Islander people from other areas who have settled in Cockburn is an essential foundation for building meaningful relationships and full participation in the community. The City makes respect visible through events, art, signage and following cultural protocols. Respectful relationships are also critical to creating an inclusive workplace. Effective training for both our staff and the community is a foundation for Aboriginal and Torres Strait Islander employment and support for the change across the organization.</i></p>			
<p>Focus area: <i>Visible recognition of Aboriginal and Torres Strait Islander people; development of understanding linked to practical steps and policies.</i></p>			
Action	How we measure success	Timeline and Resources	Responsibility
<p>8. Tailor and expand Diversity and Inclusion training, with a focus on cultural competency</p>	<p>(a) Include Cultural Competency provisions in the Diversity and Inclusion Policy endorsed by both the ARG and the Council. (b) Develop a Diversity and Inclusion training plan with content and delivery tailored to the needs of different roles. The plan should:</p> <ul style="list-style-type: none"> i. Increase knowledge and understanding of CoC Traditional owners and Aboriginal and Torres Strait residents, histories and achievements ii. Provide the opportunity for key staff and members of the public to develop Nyungar language competency iii. Improve awareness and support for the RAP and key RAP initiatives such as the Aboriginal Employment Strategy and other policies. iv. Enable senior staff and Elected Members to undertake cultural learning linked to strategic directions and policy. v. Enable senior staff to build teams that are inclusive of Aboriginal and Torres Strait Islander employees. vi. Address questions of equality vs. equity and links to the City of Cockburn values. vii. Give HR team members and hiring managers the skills to effectively recruit Aboriginal and Torres Strait Islander employees viii. Provide cultural competency training sessions for Residents Groups and other residents, as resources permit. ix. 80% of staff will complete the face to face training specified for their role by the end of this RAP. 	<p>(a) June 2018 (b) June 2018 (c) Jan 2019 (d) Dec 2018, Dec 2019, Dec 2020</p> <p>Existing Resources</p>	<p>Manager Human Resources Manager Community Development</p>



	<ul style="list-style-type: none"> x. RAP Working Group members to undertake at least one cultural learning activity per year. xi. All senior executives and Elected Members to undertake cultural learning activities. <p>(c) Ensure that training participation is a Key Performance Indicator embedded in all staff performance plans.</p>		
9. Plan and obtain funds and approvals for an Aboriginal Cultural and Visitors Centre	<p>Develop and Progress the Aboriginal Cultural and Visitors Centre</p> <ul style="list-style-type: none"> a) Source funding for the development of concept plans for the Aboriginal Cultural and Visitors Centre and community consultations in the 2018-19 financial year b) Secure external and internal funding for the construction of the Aboriginal Cultural and Visitors Centre c) Progressively implement this project. 	<ul style="list-style-type: none"> (a) Jun 2018 (b) Dec 2018, Dec 2019, Dec 2020 (c) Jan 2019 (d) Jan 2021 <p>As per Community Sport and Recreation Facilities Plan</p>	<p>Manager Community Development</p>
10. Embed cultural protocols as part of the way our organisation functions	<ul style="list-style-type: none"> (a) Further develop the City of Cockburn (CoC) Cultural Protocol document into formal policy and guidelines endorsed by both the ARG and Council that: <ul style="list-style-type: none"> i. Outlines at which events CoC will commission a Welcome to Country (Citizenship ceremonies; NAIDOC, Reconciliation Week and other events) ii. Staff and senior leadership continue to provide a Welcome to Country and/or an Acknowledgement of Country at all key events and Council meetings, public events; and where appropriate at internal events or meetings. iii. Requires the appropriate use of Nyungar language iv. A list of key contacts for delivery of a Welcome to Country. v. Guidelines for a 'cultural share' – engaging cultural facts that can be shared at meetings and other events. (b) Ensure that an Acknowledgment of Country plaque is displayed at all CoC premises. (c) Continue Cultural Awareness Training, with the enhancements described at Point 8. (d) Continue to fly the Aboriginal and Torres Strait Islander flags daily and conduct flag raisings at significant times 	<ul style="list-style-type: none"> (a) Jan 2019 (b) Jan 2020, (c) Dec 2018, 2019, 2020 (d) Dec 2018, 2019, 2020 (e) Dec 2018, 2019, 2020 <p>Existing Resources</p>	<p>Family and Community Development Manager</p>



	<ul style="list-style-type: none"> (e) Continue to engage Aboriginal and Torres Strait Islander artists and purchase Aboriginal art. (f) Seek and commission advice on Aboriginal and Torres Strait Islander input on matters of cultural relevance 		
11. Extend Signage Style Guide to provide guidance on meaningful use of Aboriginal names throughout the City of Cockburn	<ul style="list-style-type: none"> (a) Expand the Signage Style Guide to promote and provide guidance on how to integrate appropriate meaningful names and the Aboriginal translation to signs; (b) Undertake a program to update all signage of named parks and reserves (which have an equivalent Aboriginal word and meaning), such that signage incorporates that word and meaning; (c) Research the possibility of officially dual naming important natural topographic features, as per Section 7 of the Policies and Standards for Geographical Naming in WA. (d) Apply guidance to Aboriginal naming, or dual naming of North Lake and Bibra Lake. 	<ul style="list-style-type: none"> (a) Dec 2018 (b) Dec 2018, 2019, 2020 (c) Dec 2018 (d) June 2019 <ul style="list-style-type: none"> b) Additional \$10,000 allocation annually 	<ul style="list-style-type: none"> Manager Corporate Communication Manager Parks and Environment Manager Strategic Planning
12. Celebrate NAIDOC Week and provide opportunities for Aboriginal and Torres Strait Islander staff to engage with culture and community during NAIDOC Week	<ul style="list-style-type: none"> (a) Review HR policies and procedures to ensure there are no barriers to staff participating in NAIDOC Week. (b) Provide opportunities for all Aboriginal and Torres Strait Islander staff to participate in community NAIDOC Week events. (c) Support all staff to participate in NAIDOC Week events in the local community. (d) In consultation with Aboriginal and Torres Strait Islander peoples, hold at least one public NAIDOC Week event. (e) Engage Aboriginal and Torres Strait Islander entertainers and providers in City NAIDOC Week events 	<ul style="list-style-type: none"> Dec 2018, Dec 2019, Dec 2020 Existing resources 	<ul style="list-style-type: none"> Manager Human Resources Family and Community Development Manager



Opportunities			
<i>By creating employment, business, educational and other opportunities for Aboriginal and Torres Strait Islanders in our region, the City of Cockburn will contribute to the equitable participation of all our residents and visitors in our community.</i>			
Focus area: <i>Inclusion; employment; health and healing; and cultural opportunities.</i>			
Action	How we measure success	Timeline and Resources	Responsibility
13. Develop and endorse an Aboriginal Employment Policy	(a) Develop a short policy document, endorsed by the ARG and then considered by Council, which articulates the business case for Aboriginal and Torres Strait Islander employment and sets expectations for Managers, Coordinators, Human Resources and others. (b) This policy should be highlighted in the relevant parts of Diversity and Inclusion training (see Action10). (c) The policy seeks to achieve a permanent position for any participants who complete the requirements of a traineeship or other employment pathway (d) As per Action 17, outline requirements and guidelines in the establishment of employment driven Partnership(s).	(a)-(d) Jan 2019 Existing Resources	Manager Human Resources
14. Review City of Cockburn Leave Policy	(a) Review the CoC leave policy in conjunction with the ARG and Aboriginal staff to develop guidelines or amendments that enable Aboriginal employees to participate in cultural obligations. (b) Ensure that leave provisions of any Enterprise Agreements are consistent with the amendments (if any) from (a). (c) Guidelines or amendments to the policy are endorsed by both the ARG and Council.	(a)-(c) Jan 2019 Existing Resources	Manager Human Resources
15. Partner with a specialist Aboriginal recruiting organisation	(a) Conduct an options analysis and make recommendations for a major partnership with another organisation supporting RAP Actions in Aboriginal employment to source strong Aboriginal and Torres Strait Islander candidates. (b) Negotiate, establish and manage the partnership.	(a) Dec 2018, (b) July 2019, July 2020 Existing Resources	Manager Human Resources



16. Engage with and strengthen relationships with schools	(a) Develop an Aboriginal School Engagement strategy that includes: <ul style="list-style-type: none"> i. Regular engagement with Aboriginal students and Aboriginal and Torres Strait Islander Education Officers (AIEO's) concerning career paths at CoC. ii. Work Experience placements in CoC work teams iii. Develop partnerships with other organisations to assist and ensure Aboriginal and Torres Strait Islander students are 'school ready' with school uniforms and supplies. 	Jan 2019 Existing Resources	Manager Human Resources Family and Community Development Manager Aboriginal Community Development Officer
17. Establish Aboriginal employment pathways	(a) Establish at least two Aboriginal Traineeship positions each year and closely link the program with Work Experience. (b) Establish two Aboriginal cadetship positions for roles that require a tertiary qualification. This program will allow for the summer placement of Aboriginal tertiary students in a CoC team.	Dec 2018 Existing Resources	Manager Human Resources
18. Revise Aboriginal recruitment policies and procedures	(a) Revise Recruitment policy and procedures so that: <ul style="list-style-type: none"> i. diversity is increased through the appropriate use of section 50d and section 51 of the Equal Opportunity Act ii. Aboriginal and Torres Strait Islander applicants who meet the <i>essential selection criteria</i> for roles are offered the role. iii. members of the ARG, the Aboriginal Community Development Officer and others with strong networks in the Aboriginal Community are briefed on vacancies and have the opportunity to source applicants iv. advertising text and images promote diversity and inclusion as CoC values. v. vacancies are communicated to a range of Aboriginal and Torres Strait Islander organisations and agencies vi. an Aboriginal or Torres Strait Islander person sits on the interview panel where there is an Aboriginal applicant. vii. interviews occur in Plain English and are culturally appropriate. viii. A report on the roles recruited each quarter, including: the number of Aboriginal and Torres Strait Islander applicants attracted for each role; and the reasons for their success or failure is provided to the 	(a) Dec 2018 (b) Dec 2020 (c) Dec 2019, Dec 2020. Existing Resources	Manager Human Resources

	<p>RSG, ARG and Council.</p> <p>(b) Revised policy and procedures lead to an increase in Aboriginal and Torres Strait Islander employment to 2.0 % of total staff employed at the City (by headcount).</p> <p>(c) Recruitment procedures and their efficacy should be reviewed annually by the RSG. The review will include consultations with Aboriginal and Torres Strait Islander staff.</p>		
19. Establish a structured mentoring program	<p>(a) Establish a mentoring program in which culturally competent staff who have an understanding of the needs of Aboriginal and Torres Strait Islander employees meet with Aboriginal and Torres Strait Islander employees to identify retention risks and help them troubleshoot issues.</p> <p>(b) Provide mentoring skills training to people with these responsibilities.</p>	<p>(a)-(b) July 2019</p> <p>Additional \$1,500 allocation annually</p>	<p>Manager Human Resources</p>
20. Strengthen and promote Aboriginal social, physical and mental wellbeing	<p>(a) Continue existing services focused on Aboriginal residents including Cockburn Community Care; the Aboriginal Me Time and My Time group, Kwoberup Aboriginal Club, Co-Health, Recreation Services, and the Youth Centre.</p> <p>(b) Develop and implement a communication plan to ensure that all Aboriginal residents of the City are aware of the services offered by the City of Cockburn.</p> <p>(c) Identify and respond to any service gaps and barriers to accessing services for Aboriginal and Torres Strait Islander peoples.</p> <p>(d) Conduct research to establish the need and feasibility in providing programs that focus on increased health and fitness opportunities for Aboriginal and Torres Strait Islander peoples at Cockburn ARC and other recreation facilities. Conduct a pilot program with relevant external agencies/partners such as Reclink and Curtin University to consider demand and ongoing need</p>	<p>(a) Dec 2018, Dec 2019, Dec 2020</p> <p>(b) Dec 2018</p> <p>(c) Dec 2019</p> <p>(d) Dec 2019</p> <p>d) Additional annual \$5,000 allocation commencing 2019/2020 Financial year</p>	<p>Family and Community Development Manager</p> <p>Manager Corporate Communications</p> <p>Manager Recreation Services</p>
21. Improve Aboriginal participation and economic development in Procurement outcomes	<p>(a) Enhance Cockburn's Social Procurement Guidelines by developing further guidance in engaging with Aboriginal businesses within the City Systems.</p> <p>(b) Clearly communicate the Sustainability weighting as it applies to Aboriginal business for appropriate tenders to all stakeholders at every opportunity.</p> <p>(c) Develop at least two durable commercial relationships with Aboriginal</p>	<p>(a) Dec 2018</p> <p>(b) – (e) Dec 2018, Dec 2019, Dec 2020</p> <p>(f) Dec 2019</p>	<p>Manager Procurement</p> <p>Manager Parks and Environment</p>



	<p>businesses or organisations in each year of this RAP.</p> <p>(d) Increase procurement outcomes for Aboriginal businesses spend by 10% on the quantity invoices paid for each year of this RAP.</p> <p>(e) Track and report on the City's total Aboriginal business spend and the metrics in (c) and (d) at the final RSG, ARG and Council of each calendar year.</p> <p>(f) Investigate the possibility of the Environment team working with Procurement to involve an Aboriginal organisation in land management work</p>	Existing resources	
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Tracking progress and reporting			
Action	How we measure success	Timeline and Resources	Responsibility
22. Report RAP achievements, challenges and lessons learned to Reconciliation Australia for inclusion in the RAP Impact Measurement Report	a) Complete and submit the RAP Impact Measurement Questionnaire to Reconciliation Australia, within timeframe. b) Investigate participation in the RAP Barometer.	(a) 30 September 2018, 2019, 2020 (b) Dec 2018 Existing resources	Family and Community Development Manager
23. Establish an improved system to track RAP implementation within the organisation	a) Develop a tracking tool, for use at the RSG that (i) tracks progress towards the completion of each RAP deliverable (ii) Identifies actions to be completed (and by whom) towards the deliverables prior to next RSG; and (iii) Checks if these actions have been completed. b) This tool will substantially form the minutes of the RSG and the ARG and the basis for reporting on the RAP. c) Where a RAP action calls for the creation of a plan, schedule, report, strategy or other form of documentation, a copy of the relevant document is included in the minutes of the RSG.	(a) June 2018 (b) Quarterly RWG meetings (c) Quarterly RWG meetings Existing resources	(a) Community Development Manager (b) Chair of the RWG (c) Chair of the RWG
24. Establish a RAP information portal	Establish a RAP information system that will bring together all materials developed in connection with RAPs or City of Cockburn's relationship with Aboriginal and Torres Strait Islander people into one location accessible to all staff via the intranet. For example, the system will contain: <ol style="list-style-type: none"> i. RSG minutes ii. Cultural competency materials iii. Cultural protocols and guidance iv. Links to relevant policies and procedures v. Resources and links to useful cultural information and materials vi. Access to on-line learning vii. Information on meetings and events 	Jan 2019 Existing Resources	Aboriginal Community Development Officer RAP Support Officer
25. Report RAP success stories, challenges and learnings internally and externally	a) City of Cockburn will publicly report our RAP achievements, challenges and learnings on the City of Cockburn website, via the media, <i>Cockburn</i>	(a) Jan 2019, Jan 2020, Jan 2021 (b) July 2018, Jan 2019,	Manager Community Development



	<p><i>Soundings</i> and the Annual Report</p> <p>b) Communicate six monthly updates on RAP progress to all staff, the ARG and Council, based on the RAP tracking tool.</p>	<p>July 2019, Jan 2020, July 2020, Jan 2021.</p> <p>Existing Resources</p>	<p>Manager Corporate communications</p>
26. Review, refresh and update RAP	<p>a) Liaise with Reconciliation Australia to develop a new RAP based on learnings, challenges and achievements.</p> <p>b) Conduct consultation and send draft RAP to Reconciliation Australia for feedback.</p> <p>c) Submit draft RAP to Reconciliation Australia for formal endorsement.</p>	<p>(a) – (b) June 2020 (c) Nov 2020</p> <p>Existing resources b) Allocation of \$10,000 in January 2020</p>	<p>Manager Community Development</p> <p>Manager Human Resources</p>

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Financial Costings for implementation of 2018-2021 Reconciliation Action Plan (RAP)

Strategy Action Number	Action	Budget Type	18/19	19/20	20/21	Total
5c	Inclusion of Aboriginal and Torres Strait Islander performers and catering at selected Citizenship Ceremonies	New Recurrent operating	\$2,000.00	\$2,000.00	\$2,000.00	\$6,000
6d	Participation in one external Reconciliation week event per year	New Recurrent operating	\$3,000.00	\$3,000.00	\$3,000.00	\$9,000
11 b	Updating all signage of named parks and reserves	New Recurrent Operating	\$10,000.00	\$10,000.00	\$10,000.00	\$30,000
19	Mentoring program for ATSI employees	New Recurrent Operating	\$1,500.00	\$1,500.00	\$1,500.00	\$4,500
20 d	Recreational and community services access	New Pilot program		\$5,000.00	\$5,000.00	\$10,000
26	Consultation for review. Refresh and updating of RAP	New			\$10,000.00	\$10,000
Total			\$16,500	\$21,500	\$31,500	\$69,500





CONSULTATION ANALYSIS

Reconciliation Action Plan July 2017

Overview

The City of Cockburn sought public input to help develop a new three-year Reconciliation Action Plan (RAP) for the City of Cockburn. The draft plan for 2017 to 2020 will be presented to Reconciliation Australia and the City of Cockburn Council for approval.

Methodology:

An online survey on Comment on Cockburn was part of a wider consultation by consultants Keogh Bay People. It was handed out in hardcopy format at NAIDOC Week events and with a survey box in Council's foyer. A total of 216 surveys (180 community and 36 staff) were completed by Friday 14 July. A total of 55 respondents identified as Aboriginal.

Key findings:

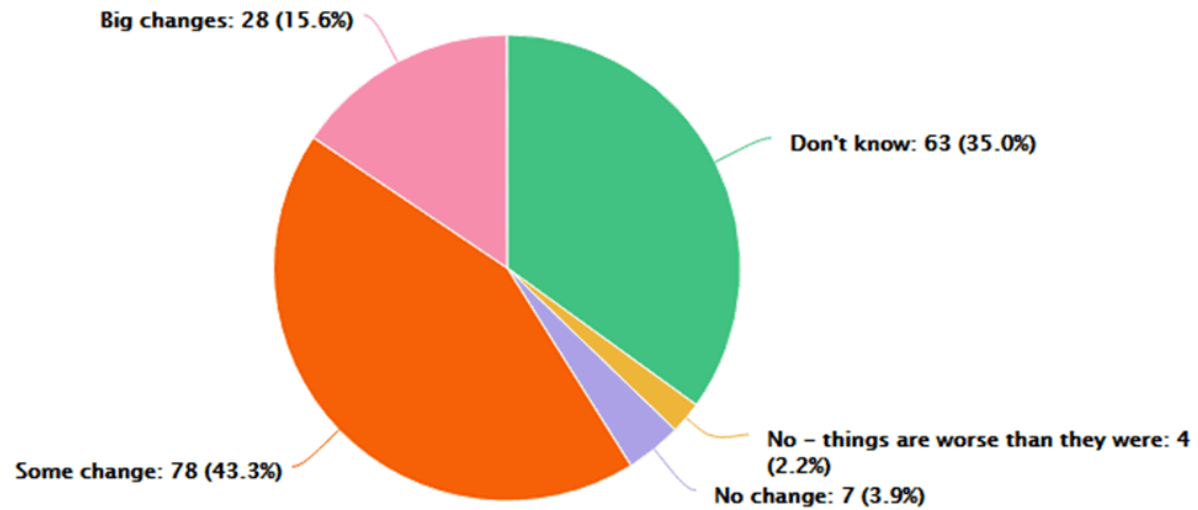
- About 58.9 percent of survey respondents noted some positive change or big positive changes in reconciliation in the City of Cockburn community.
- One third of respondents had some awareness about the City's Reconciliation Action Plan.
- About 79.5 percent of respondents said it was absolutely critical or important for the City to have a Reconciliation Action Plan.
- Very strong support for setting targets in the RAP
- When asked whether they would like the City of Cockburn to host indigenous activities on Australia Day, 77.9 percent of respondents said yes, saying it would support reconciliation and way a day for all to celebrate.
- Up to 20 respondents were not supportive of the City hosting indigenous activities on Australia Day, suggesting the date should be changed as it was an unhappy day for Aboriginal people, or that local residents headed to Perth city for celebrations anyway.



Survey results:

Q1

1. Reconciliation is about unity and respect between Aboriginal and Torres Strait Islanders and non-Indigenous Australians. Have you seen positive change at the City of Cockburn for reconciliation in...



2. If you said things were worse or better, please tell us why

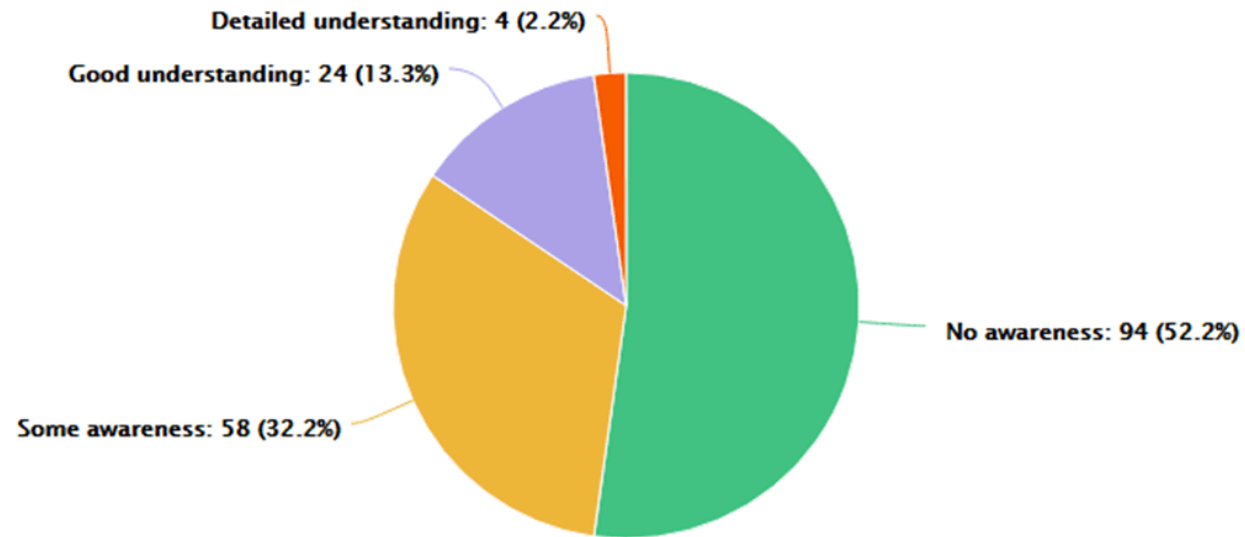
	Better
1	Developing a plan in the 1st place is a good outcome
2	The training
3	Much more awareness and respect is displayed in all areas of Council
4	Regular Welcome to Country at event, various functions and events featuring Aboriginal affairs eg Bush Babies Art
5	Higher recognition of Aboriginal culture at events across the City
6	I very much appreciated the 2017 calendar celebrating 50 years since equal citizenship
7	CoC is on its third RAP, while other councils is one of their first. RAP more recognition and respect per ATSI people
8	It is important that all Shire are aware of RAP
9	More cultural events
10	Bonding between races
11	Attended Moorditch Koort both indigenous-non service presented by indigenous staff
12	Sometimes people are nice, sometimes they are
13	I have seen a lot of interaction in the community between indigenous and non
14	More community awareness
15	Better - we have had several events to go to, with guided tours and speaker, teaching about culture and art exhibitions of art
16	By asking the older Aboriginal people helps a lot
17	It seems as if Cockburn is one of the leaders in action towards reconciliation
18	A lot more inclusion, celebration and respect
19	It's really great to see events that highlight Aboriginal Australians' part in Australia's history
20	I've noticed more recognition from the Australian Government towards indigenous Australians that this is their country and more activities and recognition and jobs in the community.
21	It's really great to see events that highlight Aboriginal Australians' part in Australia's history
22	The people in question are given more consideration which is good



23	Better - it has been better publicised
24	Public sharing, commemoration, open communication, celebration
25	More people are interested and cooperating. Children are showing major interest in their culture
26	I know of more Noongars are working for the City of Cockburn then previous years and I have been to some events about Indigenous issues that Cockburn does have
27	A lot more inclusion, celebration and respect
	Worse
28	More crime, more assaults, Coolbellup is a no go zone still
29	Children sometimes run wild
30	More communication needed
31	I believe there is a clear division between Aboriginal and Torres Strait Islanders and non-indigenous -- things are worse than they were.
	Other
32	Need a lot of activities
33	Nothing is worse but City of Cockburn still needs to set the bar with regards to KPI and employment in their RAP
34	Reconciliation is a big word. There will always be racism in my race and white society. I'm adopted and lived in Holland. I have a different language

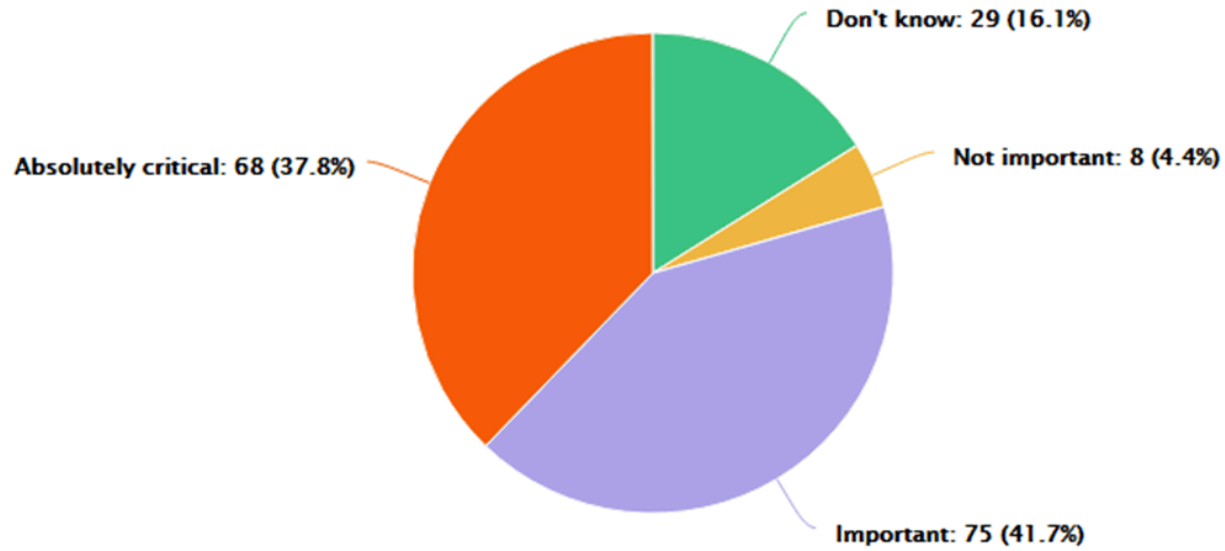


3. Do you know about any of the commitments in the 2013-2016
City of Cockburn RAP?



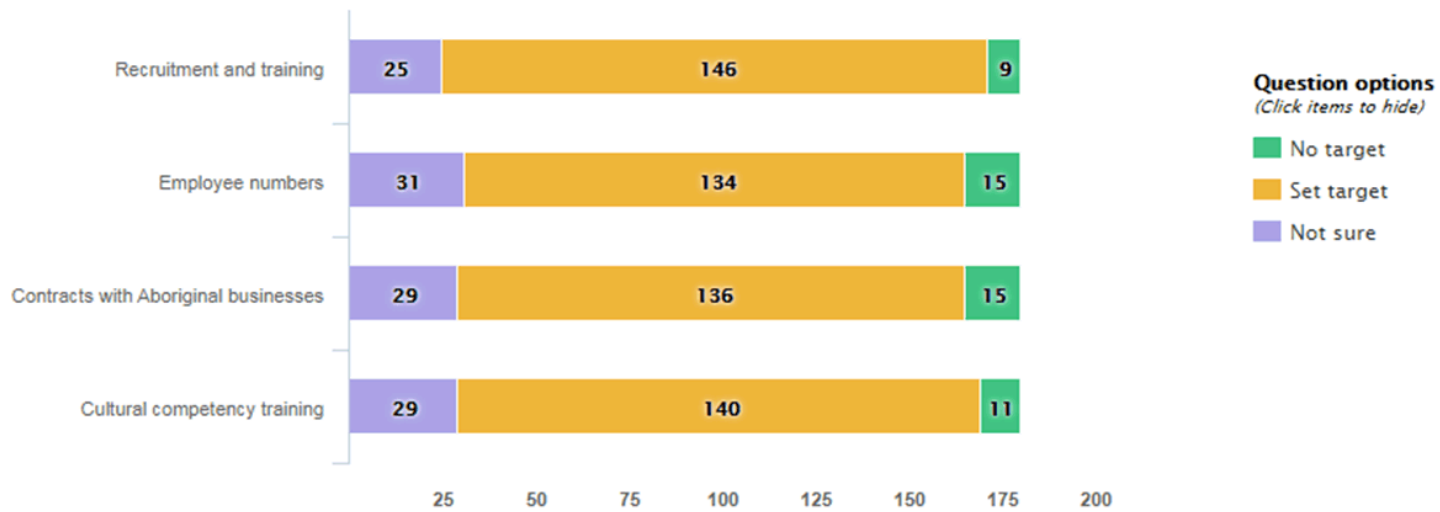
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4. How important is it for the City of Cockburn to have a RAP?



Q5

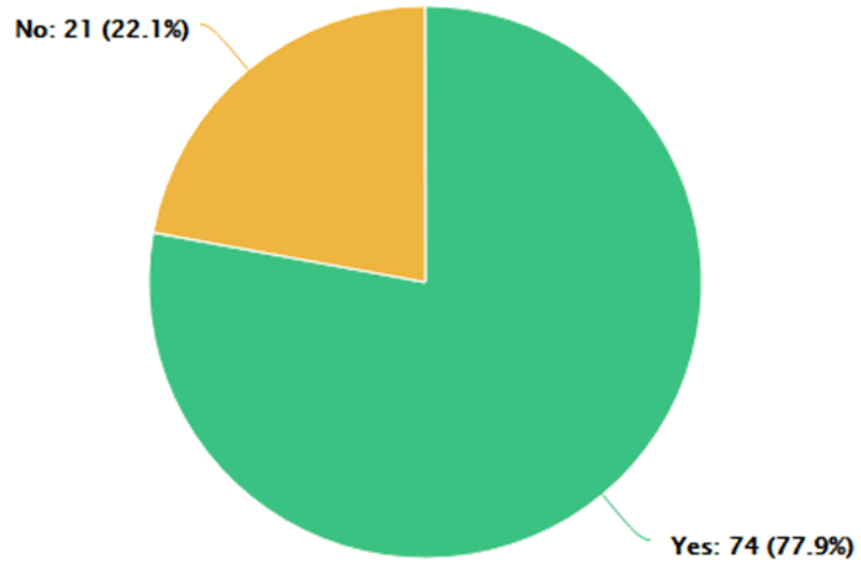
5. Setting targets is sometimes the key to driving change in an organisation. Do you think a future RAP should set targets in the areas below?



6

6a) Would you like the City of Cockburn to provide Aboriginal cultural activities on Australia Day?

Optional question



Question 6b: Please explain why

	City should provide Aboriginal cultural activities on Australia Day
1	Everyone should be invited to participate in celebrating
2	So everyone is represented
3	Because this is a very significant day for Aboriginal people and i am sure they would appreciate it.
4	Important to include the first custodians of our land and their culture in what is the biggest day of celebration for our country
5	It is crucial and we need them
6	To recognise the local Aboriginal owners
7	All Australians should be represented
8	Yes but incorporated into existing events.
9	We are all Australians and Australia Day is about celebrating all cultures and bring cultures together
10	It's about reconciliation so let make it about it
11	Be inclusive and promoting Aboriginal culture
12	People should be made aware of the origins of Australia Day to gain a better understanding
13	Education and awareness for community
14	It is important for reconciliation
15	To sympathise with true history
16	Because we are Australian
17	Because Aboriginals are a part of Australian culture
18	So Aboriginals feel their culture is respected and can have a sense of belonging as well as be a part of the wider community.
19	For acknowledgement
20	To get the culture out there for everyone to experience
21	It's about connecting everyone
22	Why not? Raise awareness. Australia is multicultural, might as well have cultural activities for other nationalities too
23	Education and awareness for people who don't know. Better understanding of aboriginal culture which then improves communication.



24	Educate about Aboriginal history
25	To make future generations aware
26	For both indigenous and non-indigenous to be aware
27	To show support
28	keep the same day otherwise can cause more harm
29	It's a multicultural country so it has to be provided
30	To show commitment to reconciliation
31	Unsure. I don't think it (reconciliation) should be dismissed but included in any celebration on that day
32	Must celebrate together
33	They are doing a good job with this - more advertising would great
34	Make everybody (all cultures) feel a part of it
35	Included everybody in promoting culture awareness
36	Radio, signs, Flag flying
37	More togetherness
38	Promotion days before Australia Day
39	To teach our kids about Aboriginal culture
40	To understand the indigenous culture
41	More awareness of our cultural heritage and what happened to Aboriginal people when country was invaded
42	There should be women's groups for young people and old. Help with travelling 3 or 4 suburbs and allow buses to be put in place.
43	Feel it is important that all cultures are inclusive and celebrate being Australian. Children need to be aware of indigenous culture.
44	Having a day that ALL Australians can celebrate, but nonetheless celebrate what was happening in Australia before 1788.
45	Its our country too. All Australians need exposure to our culture
46	Aboriginal awareness
47	A day for all to celebrate our Australia has always been up to Cockburn council always choose very well.
48	There needs to be more family oriented activities made available so families from all cultural backgrounds can gain a wider



	understanding of Aboriginal culture in addition to what is provided in schools
49	Australia day is for everyone
50	To bring people together
51	Yes, to say that Australia Day is not a party and the significance of what happened to our people
52	Inclusiveness. Aboriginal culture is just as important
53	Because in order to reconcile we need to be able to look at it as a day of two cultures coming together.
54	Yes, Aboriginal culture is the foundation of Australian celebration of country
55	To give opportunity to the wider community to have things to do
56	Aboriginals are a big part of Australia
57	yes, because it gives Aboriginals something to do instead of fighting with non-Aboriginals
58	There are not much Aboriginal activities around and there are a few aboriginals that live there and around there.
59	To educate others
60	So that non Aboriginals can learn more about the culture.
	Change the date
61	Celebrate it differently though or on a separate day - it is important to not boycott that day but rather use it as a catalyst to keep making changes for people to learn grow and involve - it is an important day in our history
62	No activities should be provided on Australia Day. We should 'celebrate' on a different day instead.
63	Change the date or make survival better
64	Change the date to 28 January
65	Australia Day is about Australian not Aboriginals. Aboriginal people to get more involved with events. Change the date for celebration
66	Keep the debate going about changing the date
67	Choose another day but still celebrate on 26/1
68	1. Change the date, 2. Change the focus from colonisation to cultural inclusivity and positive awareness and celebration of multiculturalism.
69	Have it on a different day
70	Move it to a different day that everyone agrees and educate people of the reasons why, like learning from past mistake and



	understanding that to move forward together is what we all want
	City should NOT provide Aboriginal cultural activities on Australia Day
71	because it will very quickly degenerate into "invasion day" nonsense, despite the date essentially being arbitrary; "invasion day" crap hurts everyone and will make racism worse
72	Not if its invasion day and not welcome
73	It's not Australia day. It's not a happy day
74	Because its survival day
75	More advertisement of events
76	Everyone goes into the city
	Other comments
77	It is a tough day for Aboriginals
78	Certain parts of the Aboriginal communities want the benefits of living here but don't believe they are part of Australia so we just celebrate one nation not Australians and aboriginals
79	Australia Day is where all cultures celebrate being in Australia and celebrating our country. Not just focussed on the history of Australia day.
80	It's not the City of Cockburn's place to push these matters.
81	I don't think the current Australia Day should be changed in any way.
82	It's difficult. Perhaps work with Aboriginal people to share why Australia is not inclusive and can be hurtful for Aboriginal people.
83	More training for Aboriginal people
84	Banners, newsletters, Facebook pages
85	flyers, posters
86	Ask everybody what is respectable to their culture and do it
87	Conduct survey of all Aboriginal residents and act on recommendations forthcoming. ie. Ask Aboriginal residents what they would like.
88	Not until the date is changed
89	I respect that this may not be seen as a day to celebrate.



90	Unsure of appropriateness
91	Should be up to the individual
92	Language: I thought it was lost. The language is not spoken at all in community. The Maoris mob in NZ, they speak it all the time. Y don't we?
93	Non -competitive, non-war faring.



6c) If yes, what type of cultural activities would you like to see provided by the City of Cockburn on Australia Day in the future?

1	Celebrating culture together - a festival of unity honouring everyone and acknowledging our culture, make our community aware of our passed and why things happened and then show how we have evolved as a society but still have work to do Something that celebrates the culture of all Australian people. Something that shows that the city values Aboriginal people and is working towards reconciliation with Aboriginal peoples.
2	Cultural dances
3	Story telling by elders
4	None on Australia day. Why can't they be on Indigenous day or during naidoc week
5	Feature a dramatised Dreamtime story at a public event
6	I would like the Aboriginal community to say what they would like.
7	not sure, engage with the aboriginal people and ask them, they would know best.
8	Indigenous workshops Cooking classes (damper making)
9	Music, dance and stories
10	Traditional foods like the food here tonight. Similar to what Mr Leonard Thorpe does. Kids activiites ie rock painting, six seasons collage on plates and so on. art therapy point of view
11	Traditional dance Exciting knowledgeable activities
12	Dance Food fair traditional food Aboriginal singing groups to participate
13	things that tell local stories things that involve kids art and culture Cockburn can copy Fremantle and change the day. This will show real respect to the Aboriginal community. More activities with everyone. Music festivals, change the day to something that suits Aboriginal people
14	Keep giving out all three flags Aboriginal sand art Dancing, singing, traditional
15	aboriginal dance, food, art, music workshops
16	History lessons Culture shows (how aboriginals are in the outback/country)
17	Painting
18	Food medicine, language, art, dance, stories



19	Music, dance, smoking ceremony, welcome to country, stalls to sell artefacts
20	I would like to see a range of multicultural and diverse groups involved in the future Australia Day events to showcase the multiculturalism and diverse groups that call Australia home
21	history, education, bush tucker teaching, elders yarning
22	Cultural awareness programs
23	Cultural workshops
24	Educational talk on all of Australia, not just one city/state/town on Aboriginal Australia and lots of children's activities.
25	Flying of the flag at the Shire Welcome to Country
26	Art, education
27	history aboriginal history explain the seasons traditional dances
28	cooking demo
29	Some similar to Naidoc Week
30	Painting Boomerang throwing Music Cooking contest Basket weaving
31	More things to be done for Aboriginals Cooking
32	Advertising
33	Cultural awareness week before for people to learn about local area customs and food and businesses run by Aboriginal people
34	Brain storming
35	More awareness, more advertising
36	More multicultural interaction in the ceremony
37	Youth focussed programs and activities
38	Corroboree
39	Similar to Coogee Festival, great cultural activities.
40	Storytelling, music, dance
41	All ethnic cultures coming together in celebration of Australia
42	Stories being read, having a go at dancing
43	More cultural activities for young people. The date 26th is always been there so doesn't matter if it stays the same



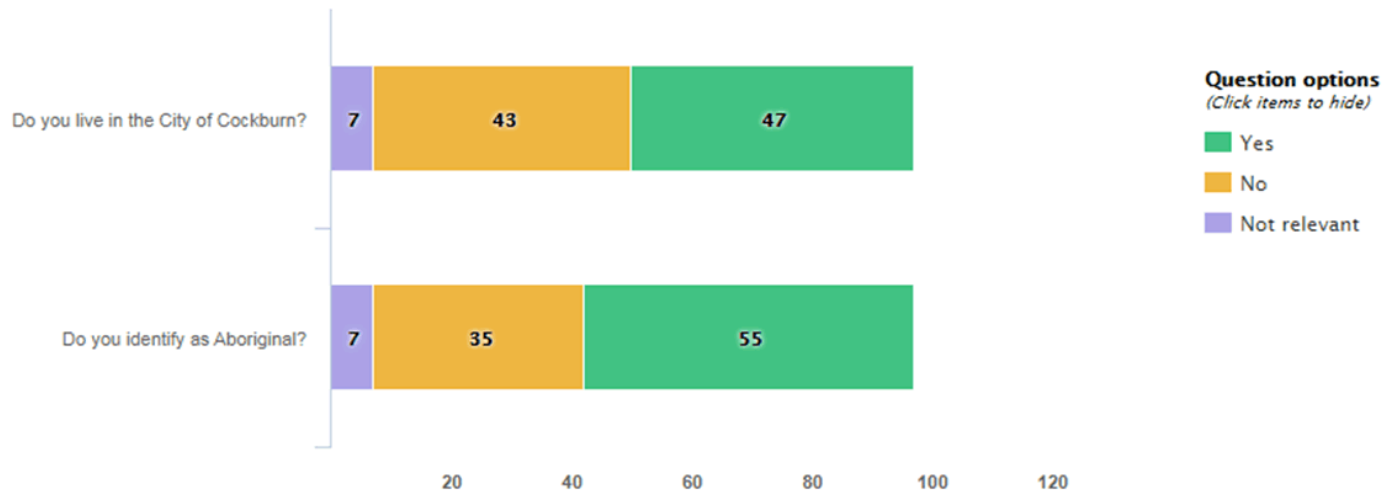
44	History of the area
45	Instrument playing, didj, clapping sticks for kids to participate in, dot painting, information on history in Australia
46	Cultural activities Bus tours
47	Children need to learn what we had to do in the past. Work and lots of lore and find our family that were taken away and love them unconditional
48	Have Aboriginal elders tell stories and show the youngsters how to respect
49	Hold "open house" meetings in appropriate venues Communication with various Aboriginal groups and services and individuals
	native dances and music, bush tucker, guided walks, Educate people on Aboriginal culture. Introduce local Aboriginals and what they do today, so people can meet them and chat. Display their art.
50	Celebration, sharing culture, transparency
51	Training evenings - information nights about reconciliation
52	BBQ
53	Cockburn seems to be very helpful so far in promoting awareness for reconciliation
54	More advertising to make me aware. Leave the date as 26th January
55	Dancing, food
56	Dance, music, performance, memorial to genocide, healing, celebration of shared destiny
57	dancing
58	Knowledge on Aboriginal Culture Workshops on Aboriginal Art
59	language, knowledge, respect is a big thing these days
60	Rock art, jewellery making (aboriginal colours and AU colours too) Face painting Story telling Stone axe making Decorating boomerangs (dot painting)
61	Learning foods and making them Learning stories and instruments



9

6d) To help us plan Australia Day activities, please let us know

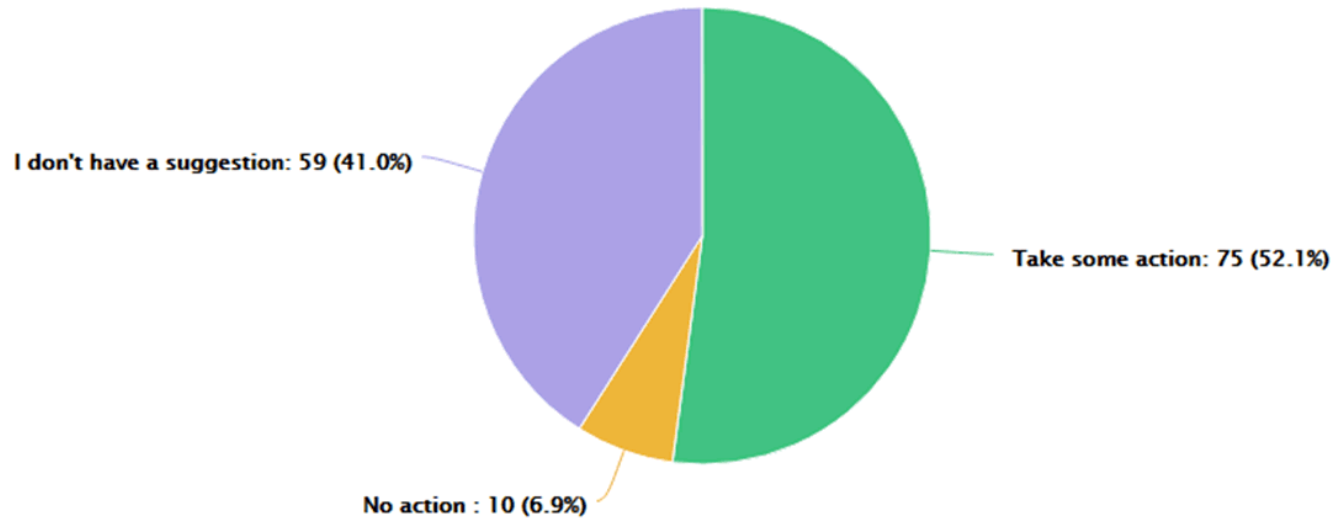
Optional question



Q10

7a) RELATIONSHIPS Actions to improve the relationship between the City of Cockburn and the Aboriginal community. These are typically things that bring people together, build understanding and...

Optional question



7b) If you said take action, write your ideas here about what actions we can take to improve relationships

1. Regular opportunities to experience local Aboriginal people and culture - staff talks, presentations, immersive demonstrations
2. I don't think one day of training -- maybe have a day to just be with each other - share stories and engage Aboriginal and non-Aboriginal young people -eg early and toddler with elders - do more at a younger level so it is normal to be together and engaged
3. Native bush food garden.
4. Need the Wetlands centre as an Aboriginal Cultural base
5. I don't have a suggestion but I like the things the City has done
6. No action required
7. Training course/workshops of Aboriginal history, art, music, open to residents.
8. Keep encouraging conversation
9. Keep the community informed
10. Have information sessions to let the combined community know of achievements
11. More information
12. More Aboriginal staff
13. Run more cultural tours and recording the elders stories for future generations. Staff and public can have first-hand version of their story.
14. To constantly engage and open minded
15. More integration of ATSI services
16. Network more with people businesses
17. Education
18. Advertising, men's group, community group
19. Education on Aboriginal culture

20. cultural awareness training
21. Regular community events inviting ATSI communities
22. I only have limited knowledge of processes now in place
23. Involve the elder people
24. What is suggested here already is good but what's needed is accountability and targets and goals that are set and need to then meet the targets before calling it successful. Any thing that doesn't reach the target shouldn't be called successful.
25. Words like "genuine and positive relationship building" need to be included
26. We have a few things going on which is great. More of the same
27. Let's have a cultural bus tour each year. This is an excellent idea
28. Sing together
29. Lots more could be done, more information about bus tours. Make more about what Aboriginal people do in everyday life, back to country, Aboriginal street names, buildings
30. Sounds good. Keep doing this. Take school kids on cultural walks around area. Really important.
31. Events for Aboriginal and non-Aboriginal to meet and mingle and hear each other's stories – an art project?
32. Guided bush walks, plant native bush tucker plants
33. Aboriginal street names/buildings/parks
34. More cultural awareness training, more bus tours, more advertising for the community would be great
35. I feel the City of Cockburn is on the right track with Aboriginal issues
36. Consult with Aboriginal elders as to what else may assist positive interaction.
37. Art exhibitions - local Aboriginal artists. Ensure the people know of services and activities specifically to encourage participation - doo knocking just in case people are dyslexic, blind, deaf
38. More outdoor activities
39. PM Information sessions to increase cultural awareness and understanding.
40. Pick family up for funerals without cost. Listen to them with problems with children that are on drugs and find help
41. Start teaching in school with young children.
42. Run festivals and concerts that bring people together. Open safe house for Aboriginal children. Have reconciliation action group. Allocate appropriate funding.

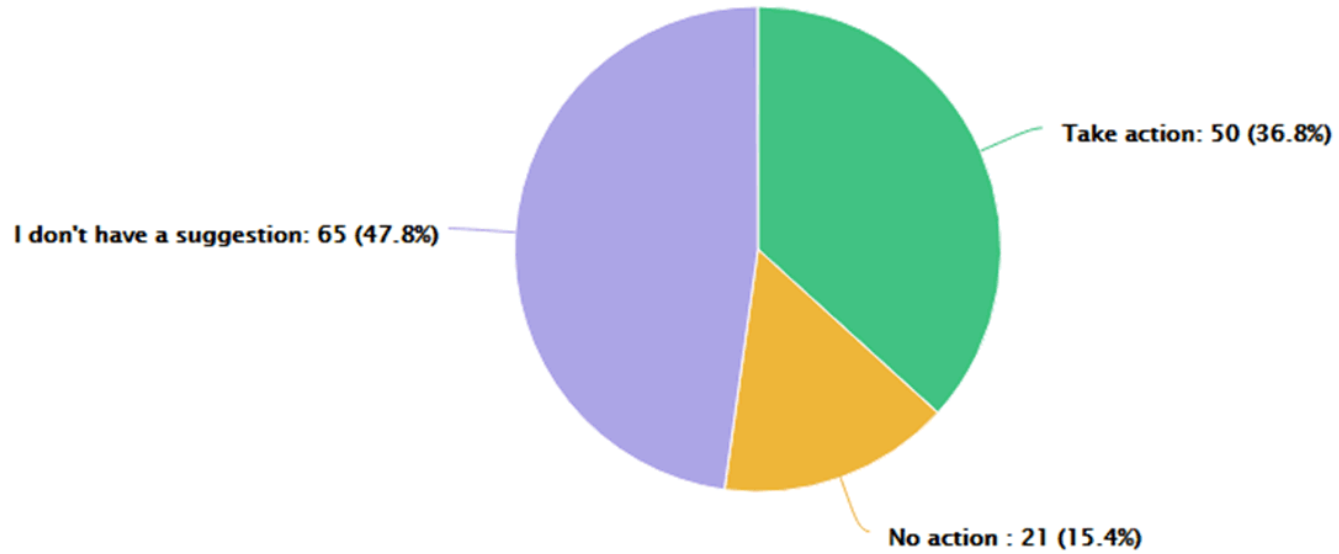


43. More cultural awareness training
44. Cultural centre
45. Cultural centre needed
46. Follow up with centre for every community.
47. More youth groups. Aboriginal tucker and yarning courses and activities.
48. Story of survival eg. Rabbit proof fence. Stories of reunification of families.
49. Have a cultural centre
50. I think just improve on what is already in place.
51. Bus tour sounds awesome. Hands-on activities - regular. I would refer Aboriginal youths to any program that connects them with their culture and history.
52. Provide more cultural awareness training
53. Art and craft activities Aboriginal and non- Aboriginal, history sessions
54. Cultural awareness training, NAIDOC + Aust Day Indigenous panel.
55. Field week - kids in school - language education and food.
56. Get to know each other personally in a safe enjoyable environment
57. Whole lot more adverts, posters, encouragement.
58. Provide more cultural groups
59. Tours
60. Teach people about culture and show them.

12

8a) RESPECT Actions that create visible recognition of Aboriginal and Torres Strait Islander cultures, history and peoples; and protocols. Some of the things that the City has done in the past are...

Optional question



8b) If you said take action, write your ideas here about what actions we can take to improve respect.

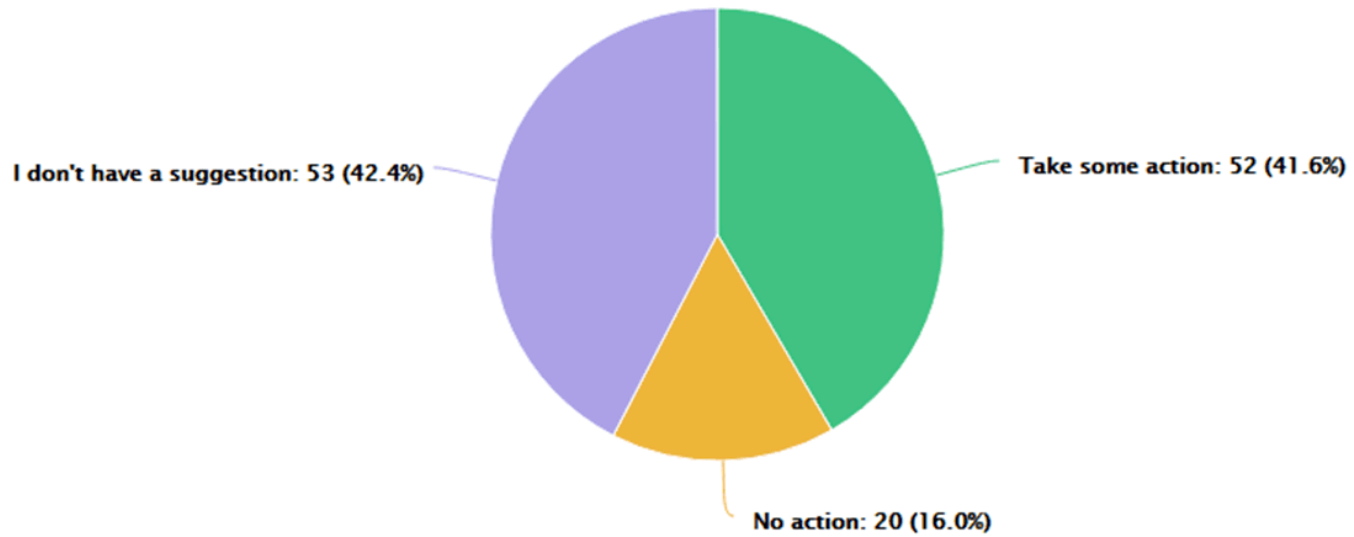
1. Add Noongar language to directional signage at council facilities
2. Use a symbol or branding on all Cockburn events and material that we are a respectful council and community - an actual logo or something similar.
3. Welcome to country.
4. More Aboriginal involvement with the ceremonies
5. Public art acknowledging indigenous history.
6. Do more than just lip service. Talk to aboriginal communities to see what they want
7. Definitely fly the flag
8. It is important to focus on the Aboriginal culture and respect but include white people too
9. Keep this going (fly the flags) and do it more often
10. Have staff do Acknowledgement to Country before meetings and ensure all staff are respectful to this process as well
11. To hear the Mayor of Cockburn speak in Noongar is fantastic
12. Make it a priority to do Welcome to Country
13. Storytelling in schools
14. Advertising, men's group, community group
15. I agree flags should fly
16. More Aboriginal culture at parks eg label trees with Noongar language
17. Involve schools
18. I think respect is shown when there is more understanding of Aboriginal culture so to me when more education about the effects of past policies is truly understood then people can have more understanding as to the effect it had on first nation people
19. More involvement with the Aboriginal people
20. New definition for respect - change it to Aboriginal and TSI people, their history and protocols. Remove the word visible.
21. Do a great welcome between Aboriginal and non-Aboriginal
22. Continue
23. Welcome to Country has been at every City of Cockburn event I have been to and its really nice.

24. Continue flying the flag and Welcome to Country,. Encourage cultures, history, peoples and protocols, educating the white populations especially the children in their school curriculum
25. Need more art shows and guest speakers at functions
26. Maybe have an Aboriginal dance troupe to perform on ANZAC Day or have an elder as a speaker
27. Use role models to open meetings etc. with welcome to Country
28. These ideas above are great ideas
29. Respect of significant sites that are important for Aboriginal people in the area. Parks need to acknowledge Aboriginal presence and history.
30. Love
31. Employ Aboriginal Reconciliation Officers. Ask Aboriginal people what they want.
32. Cultural centre
33. Mention of family; how they lived in the area.
34. Continue to fly the flag and welcome to country
35. Continue flag raisings and welcome to country.
36. Create inclusive spaces and activities to bond all cultures
37. Getting our culture out here and get people more involved in our culture by inviting them to see how we live.
38. So more people will acknowledge and respect Aboriginals



9a) OPPORTUNITIES Actions that create inclusion such as employment; health and healing, business opportunities and greater capacity. Some of the things that the City has done in the past include...

Optional question



9b) If you said take action, write your ideas here about what actions we can take to improve opportunities.

1. Actively employ Aboriginal businesses
2. What about support for above school age community members? how are we helping people re-enter workforce or join for 1st time?
3. Offer more traineeships at the City in different locations
4. Aboriginal traineeships are very necessary. The health workshops you run are really good too.
5. Scholarships to support tertiary education ie cover living costs while studying.
6. Maybe some aboriginal scholarships and grants for cultural sharing in the Cockburn community
7. Aboriginal employment is a great idea
8. More jobs, more partnerships
9. This is good
10. Employ mature indigenous women to work with families in regards to traditional Aboriginal child rearing was ie early years and youth
11. More employment and traineeships
12. Offer guaranteed traineeships and job opportunities
13. Workshops and cultural awareness
14. Integrate cultural knowledge and true history
15. Outreach
16. Open more doors for prac placements
17. More Aboriginal traineeships
18. More Aboriginal workers
19. More jobs
20. It shouldn't stop there. More contracts should be offered to Noongars that are from the area effected to have at least opportunity to better their standard of income and living and so they get something from their area of dwelling.
21. Employ more aboriginal people. Their own awards at the city for their working roles
22. PM We need a cultural centre next to a sacred place eg Bibra Lake so it can create more Aboriginal and TSI employment,



health and healing business

23. More work training for young Aboriginal people
24. Continue, listen and learn
25. Program for Aboriginal and non-Aboriginal people to spend time in nature together - outdoor storytelling?
26. Continue school graduation awards and traineeships. Especially encourage indigenous young people to become rangers and tour guides to promote the first culture to the world (tourists) who love nature as much as we do.
27. This area needs more action
28. Employ more ATSI people
29. Workshops in school and general education re Aboriginal rights and also the history post invasion eg Aboriginal people no rights and abused in multiple ways.
30. Help young Aborigines get work experience
31. Uni graduates to mentor Aboriginal people
32. Support for young people should be a major focus for this.
33. Need to do more.
34. Ask Aboriginal citizens what they want.
35. understanding our culture
36. Business mentoring for Aboriginal people
37. More traineeships
38. Stories of people that are working, playing sport- role models of Aboriginal people bring to people's attention.
39. Continue these above
40. Education, vocation, employment options that are more easily accessible by young people
41. more traineeships
42. Provide school based traineeships and after school training in trades.
43. Provide Indigenous traineeships, school based learning more and indigenous business consulting.
44. All suggested are good ideas. Training.
45. Scholarships, traineeships, awards for achievement
46. More supportive with aboriginal culture to help them succeed.
47. Award people more and acknowledge them.



10a) The City has an Aboriginal Reference Group (ARG) to advise staff and Council on matters of concern to Aboriginal people. Would you be interested in being part of the ARG in the future? Yes

Names

1	Lorraine Bifield	8 Tarndale way Southlake 6163 9417 2883
2	Rosy Boschmann (Walley)	0449 593 110
3	Tresa Mundraby	0458156531.
4	Letitia Bain	0411075435
5	Jason Taylor	Jason Taylor 0447171537
6	Bev Taylor	
7	Kristy Ugle	
8	Phillip Edmonds	0401 515 269
9	Kathleen Turtur	0421 811 633
10	Kahleea Mourish	0467 787 284
11	William Collard	0437 039 183
12	Sally Gamble	ARG Chair
13	Gangashwar Saraswati	9418 7572 (leave a message), 25 Gerald St Spearwood
14	Kim Goodes 93374261	Kim Goodes 93374261
15	Nathan Yappo	
16	John Rich	0433 691 541
17	Annie Hill Otess	0412 942 484 (check spelling of surname)
18	Janetia Knapp	0406 668 008
19	Antonia Santich,	Media and Communications Officer, City of Cockburn. 94113444
20	Michelle Nugent	Media and Communications Officer, City of Cockburn. 94113444



11. Please add any other ideas you have for things that the City of Cockburn could do as part of its next RAP.

1. Employ more Aboriginal people we don't need to be putting them in 50d positions let's put them in main stream positions
2. Cultural awareness training Aboriginal tribe map of Australia on the wall
3. More jobs for Aboriginal people.
4. RAP needs more Aboriginal members, less City staff.
5. Treat the aboriginals same as other community groups nor separate
6. More Noongar names for places in Cockburn. Especially manning reserve ridge
7. Inclusion. This means more focus on whole of community working together. Not just focus on ATSI. Allowing elders to have more interaction with the youth. Treating each as equals as we all belong in this community.
8. I don't see the need for any of this- can't we all just be Aussies! Live for the future, not in the past
9. Art murals (at bus stops, shops, parks) Aboriginal interaction with Cockburn residents. Aboriginal themed park in Cockburn. Aboriginal Heritage museum in Cockburn.
10. Aboriginal public art Oral histories Street names celebration of bush lore and tucker
11. Tell all the people
12. Photocopy surveys back-to-back to conserve trees
13. More 50d jobs
14. Be assertive for our people
15. Create a NAIDOC banner by indigenous and non-indigenous artists Piece in local newsletter for all who read it to raise awareness why we celebrate the week
16. Keep doing greater things
17. Better way to let people know where and when they can join in.
18. More Aboriginal youth employment is needed. More Aboriginal history needs to be told to those who don't understand why Aboriginals are still struggling in so many areas. After all, it is only 50 years ago that we were recognised in this country to vote - that was only one generation ago. Things take time to heal.
19. Better networks and community involvement across the board More work created for Aboriginal peoples, its taking so long.



20. Mandatory cultural awareness for all staff and councillors. City of Cockburn really needs an Aboriginal Cultural Centre to improve relationships with ATSI community.
21. Start in the schools, as early as preschool. Have cultural events more often, shopping centres, libraries etc.
22. Have cultural training for the young and old to understand RAP. The meaning, the true meaning. Young people raising the flag and talking Teach young Aboriginal girls and boys to show respect for the elderly or senior.
23. Carry on doing as you are. Always involve children, as you did today 29/5/17
24. Would really like to see some outreach to local schools - cultural walks, basic Noongar language, just to be seen and heard, not forgotten
25. Change the word to conciliation
26. The meeting today 29/5/17 was fantastic. However an elder pointed out that reconciliation equalled the past, whereas conciliation equals the now and the future. As a general suggestion, perhaps a petition could be devised to have this changed and or updated as the now and the future are where we can go from here. Blessings to all your divine selves.
27. It's crucial to involve aboriginal and Torres Strait Islanders' opinions, views, suggestions in the next RAP
28. Hold more lectures on awareness of Aboriginal customs etc.
29. Additional Aboriginal representation and positions offered. We the non-Aboriginal community need to alter how we look at our true Australian brothers and sisters. Aborigines have done nothing wrong. It is knowing how to cope with rejection. Rejection is painful. I have witnessed this as an observer and at the most education and elite in our community that do not know how to accept. So let's teach our white Australians acceptance.
30. One country, one people
31. Aboriginal youngsters need to learn respect - behave
32. As a child in the Netherlands, Holland, there were lots of Aboriginal kids living with their adopted Dutch families. Y cant you bring them home. In the Dutch families, it is taboo to talk about where you are from. I met a Bartlett boy who came home from Holland and didn't speak a word of English. I was his interpreter. He met his mother in Geraldton, then went home. Help them come home please
33. Informal workshops to teach cultures, not just Aboriginal way.
34. More sharing and combined activities.
35. A concert, workshops, art exhibitions.
36. Cultural centre, environment



37. Centre and transport for young and old allow for funding to be released because crime right now are going up. It would make a big different in every one life.
38. Change Australia Day celebrations to another date.
39. Have each primary and secondary school include Aboriginal history, cultural activities and not just during NAIDOC week in the city of Cockburn area
40. Have famous Aboriginal people come for people to look up to and learn their story.

Summary of Community Engagement regarding Australia Day Activities

Consultation Analysis conducted in collaboration with the Aboriginal Reference Group, Keogh Bay Consultancy and City of Cockburn

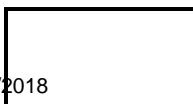


Table of Content

1. Executive Summary 3
2. Background 3
3. Methodology..... 4
4. Outcome 5
5. Engagement Summary 6
Appendix 1: Consultation Analysis RAP Community Survey Australia Day Question.. 9
Appendix 2: Consultation Analysis Community Survey Australia Day Question 30
Appendix 3: Consultation Analysis ARG Survey Australia Day Celebration..... 34



1. Executive Summary

The City has contracted numerous occasions for Community feedback regarding the questions around Australia day activities and the development of the City's third Reconciliation Action Plan (RAP).

The summary incorporates the findings (and appendix copies of the results); of all consultations involving the Aboriginal Community, wider Cockburn Community and City of Cockburn staff findings.

The Aboriginal Community was consulted through:

- Comments contained in the RAP survey (Hard copy and Online versions)
- Aboriginal Reference Group Special Meeting held 4 October 2017
- Aboriginal Community Consultation workshop held 9 October 2017
- Aboriginal Reference Group Survey closed 6 February 2018

Wider Community was consulted through:

- Comments contained in the RAP survey (Hard copy and Online versions)

Staff consultation was conducted via:

- Staff survey
- Staff workshop

The aim was to fully articulate and understand the questions to predominantly the Aboriginal community about the 26 January date of the Australia Day celebrations held each year by the City of Cockburn.

2. Background

The City of Cockburn's second RAP expired in 2016, and work commenced on the new Stretch RAP. A Gap analysis and consultation is incorporated as part of this process to identify areas of need to be included in the forthcoming plan.

Findings from the initial consultation highlighted that the issue of Australia Day was one that should be included as an action in the RAP

The City at its Ordinary Meeting in March 2017 decided to allocate funds for an extended Aboriginal Reference Group and Aboriginal Community Consultation process regarding the nature and type of cultural activities for future Australia Day events.

3. Methodology

The City engaged consultants, Keogh Bay Consultancy, to assist in the development of the Reconciliation Action Plan (RAP).

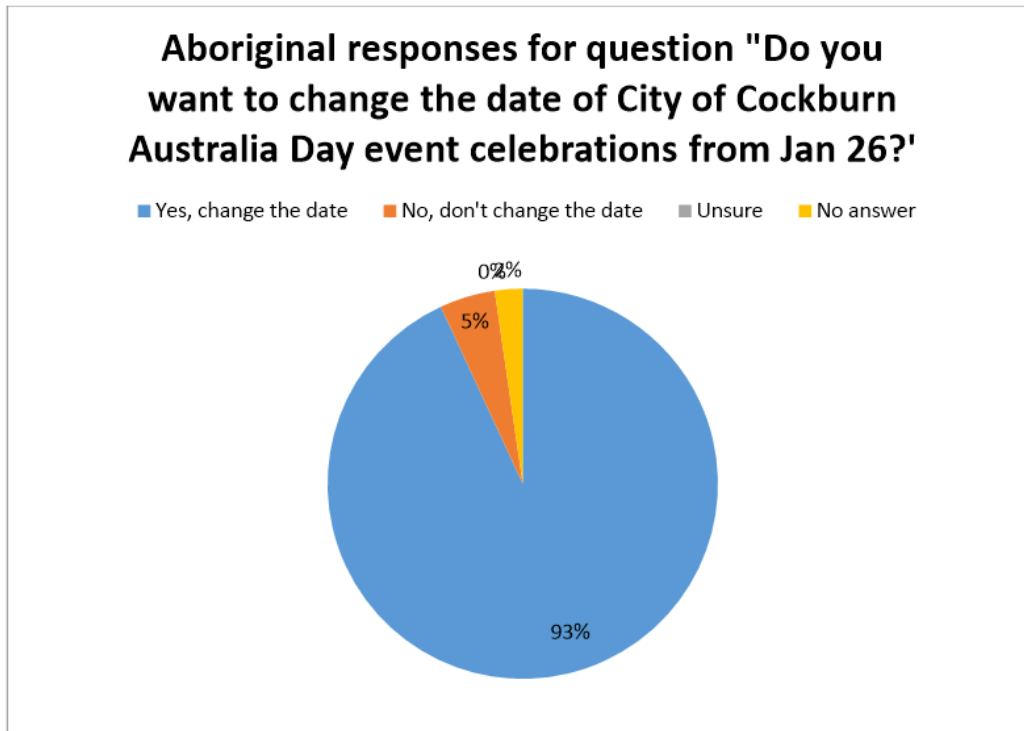
Findings from initial consultation in the RAP survey comprised of 226 responses, including 180 surveys, 46 Staff surveys, and a total of 99 Aboriginal respondents, highlighted that the issue of Australia Day was one that should be included as an action in the RAP.

The ARG requested a special meeting and an Aboriginal Community Forum to articulate the concerns around the date of Australia day. In addition, the ARG formulated a survey for distribution in December 2017. Surveys were circulated via social media, email and face-to-face to members of the Aboriginal community. Further survey responses were collated via telephone. The survey closed on 6 February 2018. A total of 57 submissions were received. In total there were an additional 87 Aboriginal people who participated in the ARG process about the Australia Day Date and City of Cockburn event.

4. Outcome

Forum	Question asked	Aboriginal Respondents					Grand Total			
		Yes	No	Unsure	Did not answer	Total	Yes	% For	% Against	
ARG Survey Dec 2017- Feb 2018	Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?	51	4	0	2	57	51	89.47	4	7.02
Online Survey	Do you want the City to lobby the Australian Government to change the date of Australia Day?	50	5	0	2	57	50	87.72	5	8.77
	6a) Would you like the City of Cockburn to provide Aboriginal cultural activities on Australia Day?	60	13	6	20	99	60	60.61	13	13.13
	6b) Please explain why	See below								
ARG Special Meeting	Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?	11	0	0	0	11	11	100	0	0
Aboriginal Community Forum	Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?	19	0	0	0	19	19	100	0	0
Total of all Aboriginal consultation										
		Yes	No	Unsure	Did not Answer	Total	% For	% Against	% Unanswered	
	Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?	81	4		2	87	93.10	4.60	2.30	
	Do you want the City to lobby the Australian Government to change the date of Australia Day?	80	5		2	87	91.95	5.75	2.30	
	6a) Would you like the City of Cockburn to provide Aboriginal cultural activities on Australia Day?	60	13	6	20	99	60.61	13.13	26.26	

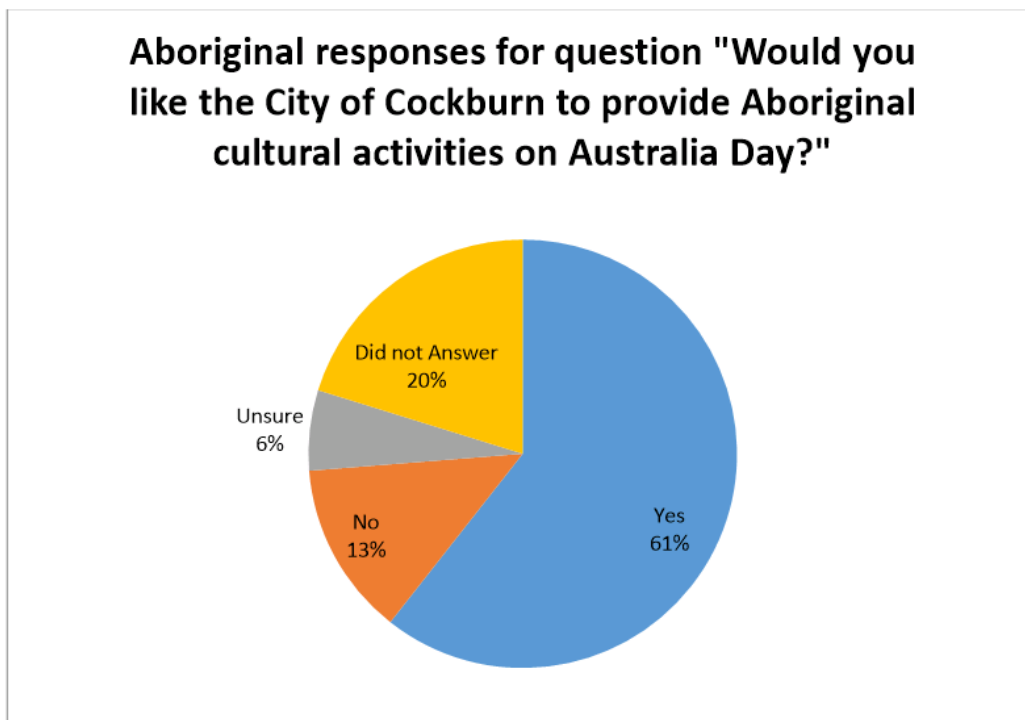
5. Engagement Summary



Engagement summary	
<p>The question was asked:</p> <p>Do you want to change the date of City of Cockburn Australia Day event celebrations from 26 January?</p>	<p>You said:</p> <p>"To bring people together"</p> <p>"When I stand there and see those fireworks and the many people celebrating, my heart is empty and I can't celebrate because this day of our history represents freedom and a chance of a better life for all of those non-indigenous people but not for us."</p> <p>"They're not recognizing the First nation's people"</p> <p>"Aboriginal people would like to celebrate</p>
<p>Key points in favour :</p> <p>Prefer not to celebrate what Aboriginal people regard as invasion day</p> <p>Keen for City to lobby Federal Government to change the date</p> <p>It is a day for reflection not celebration</p>	



	<p>on a different day and not the day of the destruction of our way of life and culture which has lead to trauma of Aboriginal society.”</p>
<p>Key points against</p> <ul style="list-style-type: none"> • Keep the date to remind people of the horror • Make it more educational 	<p>You participated</p> <p>Survey responses: 87 Aboriginal respondents</p>



Engagement summary	
<p>The question was asked:</p> <p>Would you like the City of Cockburn to provide Aboriginal cultural activities on Australia Day?</p>	<p>You said:</p> <p>“Not until the date is changed.”</p> <p>“Move it to a different day that everyone agrees and educate people of the reasons why, like learning from past mistake and understanding that to move forward together is what we all want”</p> <p>“It’s important for reconciliation.”</p> <p>“It’s important to teach people including young people the significance of Australian and Aboriginal history.”</p>
<p>Key points in favour :</p> <p>Prefer not to celebrate what Aboriginal people regard as invasion day</p> <p>Its acknowledging the First nations people</p> <p>To show commitment to reconciliation</p>	<p>You participated</p> <p>Survey responses: 99 Aboriginal respondents</p>
<p>Key points against</p> <ul style="list-style-type: none"> • May not be seen as a day to celebrate • We should ‘celebrate’ on a different day instead 	





Appendix 1: Consultation Analysis RAP Community Survey Australia Day Question

CONSULTATION ANALYSIS Reconciliation Action Plan Community survey Australia Day Questions

Overview

Specific questions have been asked about support for reconciliation activities on Australia Day.

Successes

- A total of 226 people answered the survey
- Surveys coincided with NAIDOC week activities, ensuring relevance and an opportunity to ask people for their input.

Risks

- Respondents completed two different versions of the community survey with slight variations in questions
- Some staff completed the community survey instead of the staff survey.

Methodology:

A total of 226 surveys were completed (180 community surveys and 46 staff surveys)

- 99 respondents identified as Aboriginal



Survey responses

	Aboriginal	Not Aboriginal
Online survey. 6a) Would you like the City of Cockburn to provide Aboriginal cultural activities on Australia Day?	13 no 6 not sure 60 yes 20 no answer (total 99)	17 no 43 yes
Online survey 6b) Please explain why	See below	
Original survey: What can the City do to promote reconciliation on or around Australia Day?		
Online survey 6c) If yes, what type of cultural activities would you like to see provided by the City of Cockburn on Australia Day in the future?		



<p>Online survey</p> <p>6d) To help us plan Australia Day activities, please let us know:</p> <ul style="list-style-type: none">• Do you live in the City of Cockburn – yes, no, not relevant• Do you identify as Aboriginal – yes, no, not relevant	
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Survey responses

All hardcopy surveys inputted into Comment on Cockburn

	6a) Would you like the City to provide Aboriginal cultural activities on Australia Day?	6b) Please explain why?	6. What can the City do to promote reconciliation on or around Australia Day? 6c) If yes, what type of cultural activities would you like to see provided by the City of Cockburn on Australia Day in the future?	6d) To help us plan Australia Day activities, please let us know:
I am Aboriginal. I do not want the City to provide Aboriginal Cultural Activities on Australia Day				
1	No	Not until the date is changed		Do you live in the City of Cockburn?: Not relevant Do you identify as Aboriginal?: Yes
2	No	Cockburn can copy Fremantle and change the day. This will show real respect to the Aboriginal community.		Do you identify as Aboriginal? Yes
3	No	Everyone goes into the city		Do you live in the City of Cockburn? Yes Do you identify as Aboriginal? Yes



4	No	1. Change the date, 2. Change the focus from colonisation to cultural inclusivity and positive awareness and celebration of multiculturalism.		Do you live in the City of Cockburn? Yes Do you identify as Aboriginal? Yes
5	No	Change the date		Do you live in the City of Cockburn? Yes Do you identify as Aboriginal? Yes
6	No			Do you live in the City of Cockburn? No Do you identify as Aboriginal? Yes
7	No	Change the date		Do you identify as Aboriginal? Yes
8	No	Should be up to the individual		Do you live in the City of Cockburn? No Do you identify as Aboriginal? Yes
9	No	Move it to a different day that everyone agrees and educate people of the reasons why, like learning from past mistake and understanding that to move forward together is what we all want		Do you identify as Aboriginal? Yes
10	No	Change the date to 28 January		Do you live in the City of Cockburn?: No, Do you identify as Aboriginal?: Yes
11	No	Everything. Change the date 28 January		Do you live in the City of Cockburn?: No, Do you identify as Aboriginal?: Yes
12	No			Do you live in the City of Cockburn?: No, Do you identify as Aboriginal?: Yes
13	No			Do you live in the City of Cockburn?: No, Do you identify as Aboriginal?: Yes



I am Aboriginal and I am not sure about whether the City should provide reconciliation activities on Australia Day			
1	Not sure		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
2	Not sure	It's difficult. Perhaps work with Aboriginal people share why Australia is not inclusive and can be hurtful for Aboriginal people.	Do you identify as Aboriginal?: Yes
3	Not sure	Australia Day is about Australian not Aboriginals. Aboriginal people to get more involved with events. Change the date for celebration	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
4	Not sure	Keep the debate going about changing the date	Do you live in the City of Cockburn? Yes Do you identify as Aboriginal? Yes
5	Not sure	Choose another day but still celebrate on 26/1	Do you live in the City of Cockburn? Yes Do you identify as Aboriginal? Yes
6	Not sure	Conduct survey of all Aboriginal residents and act on recommendations forthcoming. i.e. Ask Aboriginal residents what they would like.	Do you live in the City of Cockburn? Yes Do you identify as Aboriginal? Yes
I am Aboriginal and I have not answered this question about whether the City should provide reconciliation activities on Australia Day			
	Twenty people		



I am Aboriginal and I believe the City should provide reconciliation activities on Australia Day				
1	Yes	its Acknowledging the First people	something around Aboriginal history	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
2	Yes	We provide cultural activities representing other nations, peoples & cultures on Australia Day so it is obvious to also showcase Aboriginal culture	yarning for children, bush tucker demos and food samples, music, dance, storytelling, painting activities, using Aboriginal businesses	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
3	Yes	It is crucial and we need them	All Australian day	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
4	Yes	Education and awareness for community	history, education, bush tucker teaching, elders yarning	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
5	Yes	We are all Australians and Australia Day is about celebrating all cultures and bring cultures together	Traditional foods like the food here tonight. Similar to what Mr Leonard Thorpe does. Kids activities i.e. rock painting, six seasons collage on plates and so on. art therapy point of view	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
6	Yes	It's about reconciliation so let make it about it	Music, dance and stories	Do you live in the City of Cockburn?: Not relevant Do you identify as Aboriginal?: Yes
7	Yes		Traditional dance Exciting knowledgeable activities	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes



8	Yes	Be inclusive and promoting Aboriginal culture	Dance Food fair traditional food Aboriginal singing groups to participate	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
9	Yes	People should be made aware of the origins of Australia Day to gain a better understanding	Indigenous workshops Cooking classes (damper making)	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
10	Yes	It is important for reconciliation	I would like to see a range of multicultural and diverse groups involved in the future Australia Day events to showcase the multiculturalism and diverse groups that call Australia home	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
11	Yes	To sympathise with true history	Music, dance, smoking ceremony, welcome to country, stalls to sell artefacts	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
12	Yes	Because we are Australian	Food medicine, language, art, dance, stories	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
13	Yes	Educate about Aboriginal history		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
14	Yes	Because Aboriginals are a part of Australian culture	Painting	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
15	Yes	So Aboriginals feel their culture is respected and can have a sense of belonging as well as be a part of the wider community.	History lessons Culture shows (how aboriginals are in the outback/country)	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
16	Yes	For acknowledgement	Educational talk on all of Australia, not just one city/state/town on Aboriginal Australia and lots of children's activities.	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes



17	Yes	To get the culture out there for everyone to experience	Cultural workshops	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
18	Yes	Because		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
19	Yes	It's about connecting everyone	Cultural awareness programs	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
20	Yes	To show commitment to reconciliation	Flying of the flag at the Shire Welcome to Country	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
21	Yes	Why not? Raise awareness. Australia is multicultural, might as well have cultural activities for other nationalities too	Art, education	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
22	Yes	Education and awareness for people who don't know. Better understanding of aboriginal culture which then improves communication.	history aboriginal history explain the seasons traditional dances	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
23	Yes			Do you live in the City of Cockburn?: Not relevant Do you identify as Aboriginal?: Yes
24	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
25	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
26	Yes	to make future generations aware	cooking demo	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
27	Yes	For both indigenous and non-indigenous to be aware		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes



28	Yes	Because its survival day	Some similar to Naidoc Week	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
29	Yes	To show support	Dancing food	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
30	yes	More training for Aboriginal people		Do you identify as Aboriginal?: Yes
31	Yes		Advertising	Do you identify as Aboriginal?: Yes
32	Yes	Banners, newsletters, Facebook pages		Do you identify as Aboriginal?: Yes
33	Yes	flyers, posters		Do you identify as Aboriginal?: Yes
34	Yes		More things to be done for Aboriginals. Cooking	Do you identify as Aboriginal?: Yes
35	Yes		Cockburn seems to be very helpful so far in promoting awareness for reconciliation	Do you identify as Aboriginal?: Yes
36	Yes	Must celebrate together		Do you identify as Aboriginal?: Yes
37	Yes		BBQ	Do you identify as Aboriginal?: Yes
38	Yes		Training evenings - information nights about reconciliation	Do you identify as Aboriginal?: Yes
39	Yes		Celebration, sharing culture, transparency	Do you identify as Aboriginal?: Yes
40	Yes		Native dances and music, bush tucker, guided walks, Educate people on Aboriginal culture. Introduce local Aboriginals and what they do today, so people can meet	Do you identify as Aboriginal?: Yes



			them and chat. Display their art.	
41	Yes	They are doing a good job with this - more advertising would great		Do you identify as Aboriginal?: Yes
42	Yes	Make everybody (all cultures) feel a part of it		Do you identify as Aboriginal?: Yes
43	Yes		More cultural activities for young people. The date 26th is always been there so doesn't matter if it stays the same	Do you identify as Aboriginal?: Yes
44	Yes	Promotion days before Australia Day		Do you identify as Aboriginal?: Yes
45	Yes	I thought it was lost. The language is not spoken at all in community. The Maoris mob in NZ, they speak it all the time. Y don't we?	Children need to learn what we had to do in the past. Work and lots of lore and find our family that were taken away and love them unconditional	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
46	Yes	To understand the indigenous culture	All ethnic cultures coming together in celebration of Australia	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
47	Yes	More awareness of our cultural heritage and what happened to Aboriginal people when country was invaded	Storytelling, music, dance	Do you live in the City of Cockburn?: Not relevant Do you identify as Aboriginal?: Yes
48	Yes	It's our country too. All Australians need exposure to our culture	Corroborree	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
49	Yes	Aboriginal awareness	Various	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes



50	Yes	To bring people together		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
51	Yes	Yes, to say that Australia Day is not a party and the significance of what happened to our people	History of the area	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
52	Yes	Because in order to reconcile we need to be able to look at it as a day of two cultures coming together.	Painting, music, Boomerang throwing, Cooking contest Basket weaving	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
53	Yes	To give opportunity to the wider community to have things to do	dancing	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
54	Yes			Do you identify as Aboriginal?: Yes
55	Yes	Aboriginals are a big part of Australia	Knowledge on Aboriginal Culture Workshops on Aboriginal Art	Do you live in the City of Cockburn?: Not relevant Do you identify as Aboriginal?: Yes
56	Yes	yes, because it gives Aboriginals something to do instead of fighting with non-aboriginals	language, knowledge, respect is a big thing these days	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
57	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
58	Yes	There are not much Aboriginal activities around and there are a few aboriginals that live there and around there.	Rock art, Jewelry making (aboriginal colours and AU colours too), Face painting, Storytelling, Stone axe making Decorating boomerangs (dot painting)	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Yes
59	Yes	To educate others		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes
60	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: Yes



No, I am not Aboriginal. The City of Cockburn should not provide Aboriginal cultural activities on Australia Day.				
1	No			Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
2	No			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
3	No	I don't think the current Australia Day should be changed in any way.		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
4	No	No activities should be provided on Australia Day. We should 'celebrate' on a different day instead.		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
5	No	because it will very quickly degenerate into "invasion day" nonsense, despite the date essentially being arbitrary; "invasion day" crap hurts everyone and will make racism worse		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
6	No	Certain parts of the aboriginal communities want the benefits of living here but don't believe they are part of Australia so we just celebrate one nation not Australians and aboriginals	None on Australia day. Why can't they be on Indigenous day or during naidoc week?	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
7	No	Not if its invasion day and not welcome		Do you live in the City of Cockburn?: No



		Australia Day is where all cultures celebrate being in Australia and celebrating our country.		Do you identify as Aboriginal?: No
8	No	Not just focused on the history of Australia day.		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
9	No	Change the date or make survival better		Do you live in the City of Cockburn?: Not relevant Do you identify as Aboriginal?: Not relevant
10	No	It's not the City of Cockburn's place to push these matters.		Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
11	No	It's not Australia day. It's not a happy day		Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
12	No	Change the date to 28 January		Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
13	No	Ask everybody what is respectable to their culture and do it		Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
14	No	Unsure of appropriateness		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No



15	No	Have it on a different day		Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
16	No	Change the date. More advertisement of events		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
17	No	I respect that this may not be seen as a day to celebrate.		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
No, I am not Aboriginal. The City of Cockburn should provide Aboriginal cultural activities on Australia Day.				
1	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
2	Yes	It's important to teach people including young people the significance of Australian and Aboriginal history.	Aboriginal storytelling, dance shows, teaching people how to dance etc.	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
3	Yes	celebrate it differently though or on a separate day - it is important to not boycott that day but rather use it as a catalyst to keep making changes for people to learn grow and involve - it is an important day in our history but yes some terrible	celebrating culture together - a festival of unity honouring everyone and acknowledging our culture, make our community aware of our passed and why things happened and then show how we have evolved as a society but still have work to do	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No



4	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
5	Yes	Everyone should be invited to participate in celebrating	Something that celebrates the culture of all Australian people. Something that shows that the city values Aboriginal people and is working towards reconciliation with Aboriginal peoples.	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
6	Yes			Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
7	Yes	so everyone is represented	not sure, engage with the aboriginal people and ask them, they would know best.	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
8	Yes	Because this is a very significant day for Aboriginal people and I am sure they would appreciate it.	I would like the Aboriginal community to say what they would like.	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
9	Yes	Important to include the first custodians of our land and their culture in what is the biggest day of celebration for our country		Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
10	Yes		Feature a dramatised Dreamtime story at a public event	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No



11	Yes			Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
12	Yes	All Australians should be represented	Story telling by elders	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
13	Yes	It is a tough day for Aboriginals	aboriginal dance, food, art, music workshops	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
14	Yes	Yes but incorporated into existing events.	Keep giving out all three flags Aboriginal sand art Dancing, singing, traditional	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
15	Yes	To recognise the local Aboriginal owners	things that tell local stories, things that involve kids art and culture	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
16	Yes			Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
17	Yes			Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
18	Yes	It's a multicultural country so it has to be provided	Cultural dances	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
19	Yes		More advertising to make me aware. Leave the date as 26th January	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No



20	Yes		More multicultural interaction in the ceremony	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
21	Yes		More awareness, more advertising	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
22	Yes	keep the same day otherwise can cause more harm		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
23	Yes		Brain storming	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
24	Yes	Unsure. But I don't think it (reconciliation) should be dismissed but included in any celebration on that day		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
25	Yes		Cultural awareness week before for people to learn about local area customs and food and businesses run by Aboriginal people	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
26	Yes		Hold "open house" meetings in appropriate venues Communication with various Aboriginal groups and services and individuals	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
27	Yes		Have Aboriginal elders tell stories and show the youngsters how to	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No



			respect	
28	Yes	Included everybody in promoting culture awareness		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
29	Yes	Radio, signs, Flag flying		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
30	Yes	More togetherness		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
31	Yes	Conduct survey of all Aboriginal residents and act on recommendations forthcoming.	Ask Aboriginal residents what they would like.	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
32	Yes	To teach our kids about Aboriginal culture	Stories being read, having a go at dancing	Do you live in the City of Cockburn?: Yes, Do you identify as Aboriginal?: No
33	Yes	There should be women's groups for young people and old for all program and centre instead of travelling 3 or 4 suburbs and allow buses to be put in place.		Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
34	Yes	Feel it is important that all cultures are inclusive and celebrate being Australian. Children need to be aware of indigenous culture.	Similar to Coogee Festival, great cultural activities.	Do you live in the City of Cockburn?: No Do you identify as Aboriginal?: No
35	Yes	Having a day that ALL Australians can celebrate, but		Do you live in the City of Cockburn?: Yes



		nonetheless celebrate what was happening in Australia before 1788. Non -competitive, non warfaring.		Do you identify as Aboriginal?: No
36	Yes			Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
37	Yes	A day for all to celebrate our Australia has always been up to Cockburn council always chooses very well.		Do you live in the City of Cockburn Do you identify as Aboriginal?: No
38	Yes	There needs to be more family oriented activities made available so families from all cultural backgrounds can gain a wider understanding of Aboriginal culture in addition to what is provided in schools	Youth focused programs and activities	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
39	Yes	Australia day is for everyone	Cultural activities Bus tours	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
40	Yes	Inclusiveness. Aboriginal culture is just as important	Instrument playing, didj, clapping sticks for kids to participate in, dot painting, information on history in Australia	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No
41	Yes			Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No



42	Yes	Yes, Aboriginal culture is the foundation of Australian celebration of country	Dance, music, performance, memorial to genocide, healing, celebration of shared destiny	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: Not relevant
43	Yes	So that non Aboriginals can learn more about the culture.	Learning foods and making them Learning stories and instruments	Do you live in the City of Cockburn?: Yes Do you identify as Aboriginal?: No



**Appendix 2: Consultation Analysis Community Survey
Australia Day Question**



City of Cockburn

**Community feedback on the date Australia Day
Celebrations**

**Aboriginal Community and Aboriginal Reference
Group**

Keogh Bay Consulting

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RFQ 2017

Date: 2nd November, 2017



Introduction

This document summarises feedback from consultations with the Aboriginal Reference Group (ARG) and Aboriginal Community members relevant to the question of the date of Australia Day celebrations. The consultations described here include:

- a) Comments contained in the RAP survey, that included questions on Australia Day cultural activities
- b) Special Aboriginal Reference Group meeting on the issue of Australia Day (4 October, 2017)
- c) Aboriginal Community Forum on the issue of Australia Day (9 October, 2017)

RAP Community survey

As part of the consultations for the City of Cockburn's RAP planning, Keogh Bay conducted a community survey that included the question: "Would you like the City of Cockburn to provide Aboriginal Cultural activities on Australia Day?" (Question 6a).

Note that this question assumed *no change in the date* of Australia Day celebrations. 99 Aboriginal respondents completed the survey.

- a) 20% did not want to see cultural activities, or were not sure. The primary reason given (63%) was because people wanted to see the date of Australia Day changed.
- b) 60% supported the idea of cultural activities on Australia Day (Jan 26), but comments suggested the primary purpose of these activities should be reconciliation or education not celebration.
- c) 20% of Aboriginal survey respondents did not answer these questions.
- d) While the question of the date of Australia Day celebrations was not directly addressed in the survey, discussions between Keogh Bay's community consultants and Aboriginal respondents suggested near universal support for a change of date.

Taken together, these findings suggest that almost all Aboriginal people do not see Australia Day on January 26 as a day in which they can be involved in celebrations.

Aboriginal Reference Group special meeting

The Aboriginal Reference Group expressed strong concerns to CoC staff that the RAP survey did not directly address the question of the date of Australia Day celebrations. They requested a special meeting to discuss how to progress this

issue. This meeting was held on the 4th of October and chaired by Matt Wrigley from Keogh Bay Consulting.

- 100% of ARG members are united and passionate about their objective to see the date of Australia Day Celebrations in the City of Cockburn changed.
- ARG members explained that January 26 is not a day Aboriginal people can celebrate because it is the day that Aboriginal people were dispossessed by Britain leading to a range of catastrophic results for Aboriginal groups across the continent.
- ARG members made clear that they very much want to be part of national celebrations - and that there is much to celebrate - but that the date makes that impossible.
- ARG members see the continuation of celebrations on January 26 as a serious barrier to reconciliation and inclusion. The inability to appreciate the Aboriginal perspective on this question shows that reconciliation project is far from complete.

Aboriginal Community Forum

The Aboriginal Community Forum on the 9th of October was attended by 19 Aboriginal community members, including some ARG members.

The meeting discussed how to progress a change of date of the City of Cockburn Australia day celebrations.

- 100% of forum participants were united and passionate about their objective to see the date of Australia Day Celebrations in the City of Cockburn changed.
- Comments from forum participants are entirely consistent with the views expressed in the ARG.
- Meeting participants collaborated in sketching out a briefing for Council on the issue. Some of the key points in this outline included:
 - Australia Day should be genuinely inclusive of all cultures – how can we have an Australia day that doesn't include the First peoples of this land, for whom it is a day of mourning?
 - We want to celebrate Australia, but we just can't do it on that day.

Conclusion

If the 2018-21 RAP is to be responsive to the views of Aboriginal Community members about what constitutes reconciliation, it is essential that the RAP contain actions that are consistent with their strongly expressed objectives.



The draft RAP 2018-2021 recommends that the City of Cockburn change the date of Australia Day celebrations supported by the City, and also request that the Australian Government change the date of the National Australia Day Celebrations.



**Appendix 3: Consultation Analysis ARG Survey
Australia Day Celebration**

Australia Day Celebrations January 2018

Consultation Analysis
Survey hosted by Aboriginal Reference
Group (ARG)



Executive Summary

The City's Aboriginal Reference Group (ARG) drafted a survey about Australia Day.

The aim was to fully articulate the question they wanted answered by the Aboriginal community about the 26 January date of the Australia Day celebrations held each year by the City of Cockburn.

Background

There has been Australia-wide contention about the choice of 26 January – the day in 1788 when Captain Arthur Phillip and the First Fleet landed at Sydney Cove – for Australia Day celebrations.

The City at its Ordinary Meeting in March 2017 decided to allocate funds for an extended Aboriginal Reference Group and Aboriginal Community Consultation process regarding the nature and type of cultural activities for future Australia Day events.

Methodology

The ARG formulated a survey for distribution in December 2017. Surveys were circulated via social media, email and face-to-face to members of the Aboriginal community. Further survey responses were collated via telephone. The survey closed on 6 February 2018. A total of 57 submissions were received.

Outcome

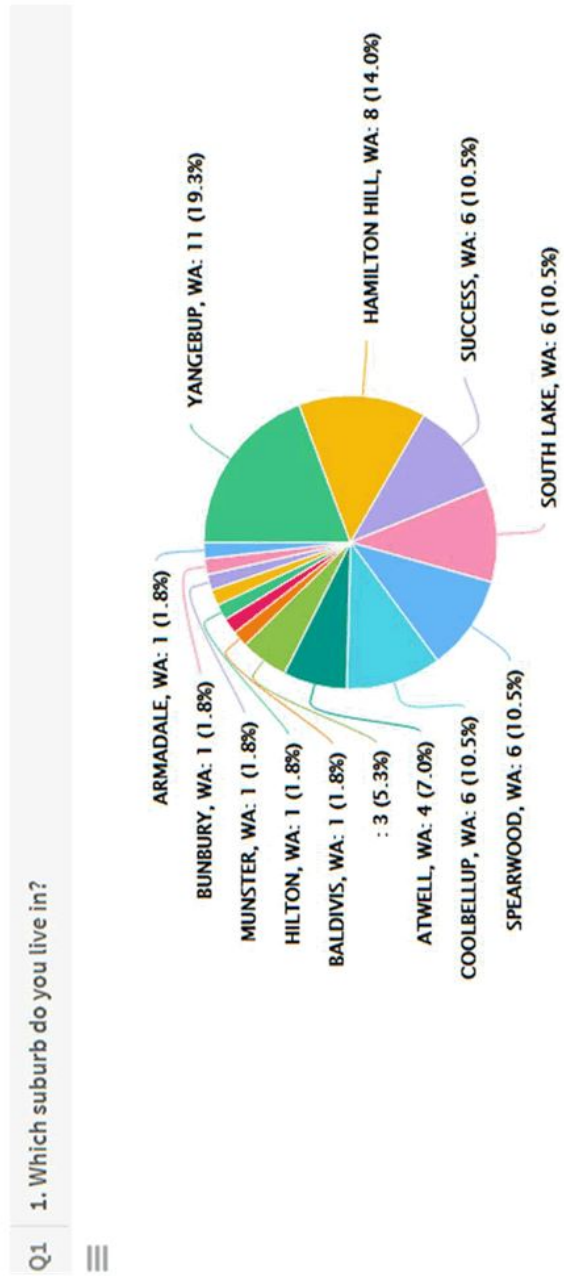
	Yes	No	Did not answer	Total
Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?	51	4	2	57
Do you want the City to lobby the Australian Government to change the date of Australia Day?	50	5	2	57

Engagement Summary

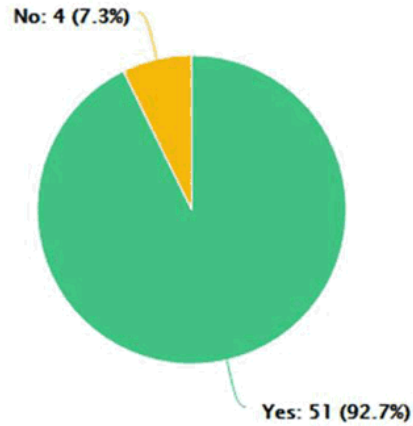
Engagement summary	
<p>The ARG asked:</p> <p>Do you want to change the date of City of Cockburn Australia Day event celebrations from 26 January?</p>	<p>You said:</p> <p>“When I stand there and see those fireworks and the many people celebrating, my heart is empty and I can’t celebrate because this day of our history represents freedom and a chance of a better life for all of those non-indigenous people but not for us.”</p> <p>“They’re not recognizing the First nation’s people”</p> <p>“Aboriginal people would like to celebrate on a different day and not the day of the destruction of our way of life and culture which has led to trauma of Aboriginal society.”</p> <p>“Don’t change the day, change the title.”</p>
<p>Key points in favour :</p> <p>Prefer not to celebrate what Aboriginal people regard as invasion day</p> <p>Keen for City to lobby Federal Government to change the date</p> <p>It is a day for reflection not celebration</p>	
<p>Key points against</p> <ul style="list-style-type: none"> • Keep the date to remind people of the horror • Make it more educational 	<p>You participated</p> <p>Survey responses: 57 Aboriginal respondents</p>
Next steps	
<p>We are now reviewing all community input.</p>	



Survey results



2. Do you want to change the date of City of Cockburn Australia Day event celebrations from Jan 26?



Q3 Can you tell us about your reasons for answering this way?

Yes I want to change the date	
1	It's not a day for celebration. it's a day for reflection
2	Australia is the only country to celebrate the slaughter, dispossession and so on of its first nation's people. That's why many indigenous people view Australia day as invasion day or survival day
3	Cos they took our land
4	Because they are trying to celebrate a day of murder with black people
5	Let's not celebrate murder
6	This date has only been around for a short time. We have had other Australia Day dates. I want it changed out of respect for the first nation's people as 26 January is the day they placed the flag into the soil of Sydney cove to claim discovery and ownership when the country was not lost nor not owned.
7	Colonisation for us was not liberation when you consider the atrocities and acts of genocide committed against the first nation peoples of Australia. Even today the state and federal governments are pretentious about our welfare and wellbeing and they make it look like we are disrespectful of the law and rest of the society. We are Law People. Our laws went unchanged for thousands of years as it was imbedded into our hearts and not in a book to be scrutinised. Our Law and Lore taught us to be respectful of other people. Australia is a nation made up of many nationalities. Since Federation there has been many changes for the betterment of these nationalities and the

	Commonwealth of Australia. We must move forward and to quote a story recently Americans banned the flying of the Confederacy flag of the Southern States as it represented a history of apartheid and slavery. We can't change our past but we can certainly change our future and move a step closer to reconciliation and not have ongoing reminders of a dark past of our history that makes us second hand citizens in our nation. When I stand there and see those fireworks and the many people celebrating, my heart is empty and I can't celebrate because this day of our history represents freedom and a chance of a better life for all of those non-indigenous people but not for us.
8	Because the date for Australia Day comes from the founding of Australia by Captain Arthur Phillip and 11 British ships that sailed into NSW on 26 January 1788. Aboriginal people never accepted their land was founded nor discovered by the British. They reject Australia Day and are reminded each year on 26 January of dispossession and colonisation which was often brutal having a devastating impact. What we have known since the High Court Mabo case in 1992 is that the Aboriginal people were right. The assumption that Australia was terra nullius, Latin for nobody's land was legal invalid and the founding of Australia was flawed including the date on 26 January. I think Aboriginal people are slowly being recognised and it out of respect to all Aboriginal people that the City of Fremantle acknowledges the truth and history of Australia so all Australians can celebrate together.
9	There are a number of reasons why this should occur. Firstly our sister City of Fremantle has led the way in WA with this movement, respecting the wishes of Aboriginal and Noongar people. Our traditional boundaries are not divided by the local government Act nor are the consequences of the black history of Australia. It makes sense for City of Cockburn to stand with Fremantle and Aboriginal people for a day that is more inclusive for Aboriginal people and respectful of the histories whilst allowing the space for healing and empowerment.
10	The day of slaughter you people want to celebrate is a total disgrace
11	Because of my ancestry and history that took place on that day
12	As an Aboriginal person this date is significant as the day the destruction of our culture and way of life. The issues today that Aboriginals face i.e. unemployment, drugs, alcohol, increase of children being removed from the parents, all relate to the loss of identity, way of life, stolen generation, ongoing trauma, both historical and today's effect from the past. The historical events have had a strong impact on Aboriginal people's health and wellbeing since colonisation which was 200 years ago. Compared with the history of other countries that date back further, people remember and study the destruction of

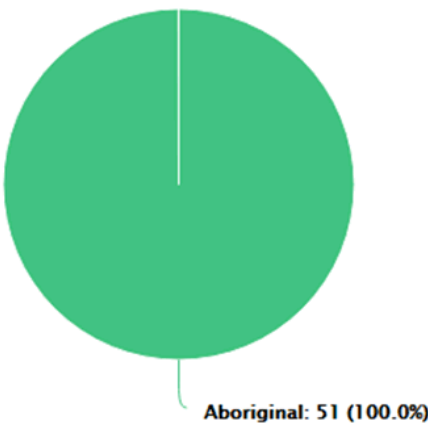
	Aboriginal society and cultural way. Stories are passed down from generation to generation like ANZAC Day which is passed down and promoted across Australia. Aboriginal people would like to celebrate on a different day and not the day of the destruction of our way of life and culture which has led to trauma of Aboriginal society.
13	Not a date that as an Aboriginal person would like to celebrate as it was the beginning of our cultural destruction
14	Let's respect the survival and resilience of Aboriginal culture. We did not ask to be invaded and our way of life and family makeup be destroyed. This date marks the beginning of a history of genocide, children removed, loss of language, song and dance.
15	It is painful and a part of reconciliation
16	This date marks colonisation and Aboriginal history began over 80,000 years ago. This is a day of mourning for a loss of our culture, families, and history and this date celebrates colonial history not ours.
17	Please change the Australia Day as this means a reminder of the sad history of Aboriginal people of colonisation that impacts on to my family past and present.
18	Because of our people's experience
19	It's not a day of celebration, it's a day of remembrance
20	It's a sad day
21	I want Australia Day moved not because I don't want to celebrate but because I do
22	Why? January 26 is a really dumb date on which to celebrate our national day
23	No changes, no future
24	This is a day that causes hurt and anguish for the Aboriginal people
25	Blacks were killed in mass genocides and generations of children were stolen
26	Because celebrating a national day of mourning and genocide is wrong. We don't celebrate Hitler or have parties on your grandmother's graves. It's disrespectful. We as ATSI wouldn't do that to your mob.
27	Because it's always been that date
30	January 26 1788. The arrival of the first fleet of invaders, the beginning of massacres, slavery, genocide, displacement and denial of basic human rights. Aboriginal culture and everything that it represents and encompasses. What is there to celebrate?



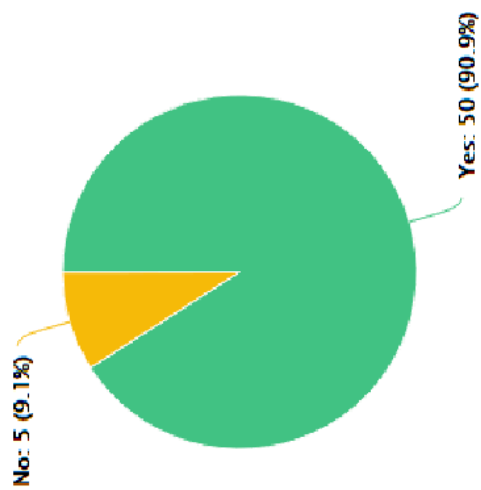
31	Change the date everyone will be inclusive on the day
32	I don't celebrate Aussie day. I don't believe what it stands for
33	I will not thank you for your invasion
34	A change of date will do nothing to shake Australia from its colonial settler triumphalism
35	You're doing yourself a favour
36	It doesn't reflect all of our needs
37	White Australia has a black history
38	To me the "One Day" event was the one day made me feel like I could celebrate it with anyone.
39	Why celebrate on the day that marks of colonialism and genocide
40	It's a very emotional day of remembrance of rape, colonisation and pillaging.
41	They're not recognizing the First nation's people
42	Support people that have been affected massacres from when they first landed.
43	It hasn't always been the 26th January
44	Freo has led the way
45	Don't celebrate Australia Day
46	Just change the date
47	It's a day of murder not celebration
48	I don't celebrate murder. I celebrate survival day
49	Being aboriginal - massacred my people. Change the date
50	True history of Australia genocide
51	It's murder the people are celebrating
	Do not support changing the date
52	To remind people of the horror pillage rape of colonisation

53	Cause it's too late, it should of been changed when ages ago
54	Don't change the day, change the title
55	Should of been changed it a long time ago
	Other
56	Abolish Australia Day. Changing the date only seeks to further entrench Australian nationalism
57	The date does not bother me. It's what the celebration is about. We're indigenous communities included in the original event?

4. Are you:



3. Do you want the City of Cockburn to lobby the Australian government to change the date of Australia Day away from Jan 26?



Q5 Can you tell us about your reasons for answering this way?

1	It's our history
2	It's a respect thing
3	Because they are trying to murder black fellas
4	Best the Council is representative of the people at a community level. Therefore should work with the people to create the change.
5	I am a proud Whadjuk man
6	To honour the traditional custodians of Noongar Boodjar
7	It's not a day of celebration. It's a day of mourning.
8	Cause we are all about reconciliation
9	The day our land was stolen, the beginning of the end of the land of a once proud people. The events from that day to this, shows me that we are still treated like we don't exist. Too raw
10	Celebrations should be localised and meet the needs of the local community views. Citizenship ceremonies should continue but can be celebrated on any day of the year at a local level. Respect the Aboriginal cultural makeup of the community and in consultation can celebrate based on local traditions i.e. the seasons, NAIDOC, significant sites, celebrating the diversity of the local community. City of Cockburn has a RAP which should be respected and celebrated.
11	Listen to the City of Fremantle they are fully behind this and we have supported them in the past
12	It's the right thing to do. There is a national movement so show some leadership rather than being a follower.
13	For a united voice
14	Follow the example of our closest other council City of Fremantle and get behind the movement to change the date. Leadership from within and across Cockburn is required and in respecting the cultural diversity of Cockburn and surrounding areas.
15	To help heal our peoples spirits
16	To show respect to its first nations people
17	Reconciliation
18	First nations people
19	Until we are all equal the struggle to close the gap will continue.



20	Because the 26th has always been Australia day (change the title)
21	Does not bother me
22	Because it is the right thing to do - to acknowledge, respect, value the voice of Aboriginal Australians. To allow us to finally celebrate being Australians - like every other Australian, without the burden of knowing what the date represents
23	Cause we can't do it on our own joining forces with a good council will help change the date
24	This council needs to look how painful this is for Aboriginal people
25	Let's follow the footsteps of Fremantle
26	Follow Fremantle
27	Make it more educational
28	If it's possible
29	Educational
30	Be like Fremantle
31	Clauses and policies are acknowledged as true people of this country
32	Cockburn needs to follow now before it's too late
33	To respect the first nation peoples

Survey conducted by the Aboriginal Reference Group



City of Cockburn

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13. COUNCIL MATTERS

13.1 (2018/MINUTE NO 0026) COUNCIL DELEGATE - NEIGHBOURHOOD WATCH REFERENCE GROUP

Author(s) D Green

Attachments N/A

RECOMMENDATION

That Council appoint _____ (Elected Member/s) to the Neighbourhood Watch Reference Group.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr M Separovich

That Council appoint Cr Chontelle Sands to the Neighbourhood Watch Reference Group.

CARRIED 7/0

Reason for Decision

As former Cr Portelli was the only sitting member, a replacement was required to fill this position. Cr Sands has expressed an interest in this role.

Background

The Neighbourhood Watch (NHW) Reference Group is in place to promote safety in the district through the provision of co – operative assistance to neighbours, thus helping to create effective deterrents to potential criminal activity. The Group consists of suburb “Managers” recruited to share strategies and promote the NHW values among residents.

Submission

N/A

Report

The NHW Reference Group meets monthly in the evening at the City’s Administration Building and is supported by relevant City officers to undertake associated operational functions. As an internal Reference Group, there is no limitation on the number of Elected Member participants in its activities. The previous Elected Member delegate to the Group appointed by Council at the Special Council Meeting was Cr Portelli. Following the untimely passing of Councillor Portelli and as no other elected member is currently represented on the NHW Group, it is



recommended that a replacement elected member(s) now be appointed.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

Funds are provided within Council`s Budget to cover minor operational costs associated with the functions of the NHW Group.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is a “Low” level of “Brand / Reputation” risk associated with this item.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



14. PLANNING & DEVELOPMENT DIVISION ISSUES

14.1 (2018/MINUTE NO 0027) MINOR MODIFICATIONS TO VARIOUS LOCAL PLANNING POLICIES AND PLANNING AND DEVELOPMENT POSITION STATEMENT

Author(s)	C Da Costa
Attachments	<ol style="list-style-type: none">1. LPP 1.5 Single Bedroom Dwellings2. LPP 3.6 Licenced Premises (Liquor)3. LPP 4.1 Phoenix Business Park Design Guidelines4. PSPD 28 Licenced Premises

RECOMMENDATION

That Council adopt:

(1) minor changes to Local Planning Policies:

1. LPP 1.5 'Single Bedroom Dwellings';
2. LPP 3.6 'Licenced Premises (Liquor)'; and
3. LPP 4.1 'Phoenix Business Park Design Guidelines'.

in accordance with Clause 5(2) of the *Planning and Development (Local Planning Schemes) Regulations 2015*, as shown in the attachments.

(2) minor changes to Planning and Development Position Statement PDPD28 'Licenced Premises' as shown in the attachments.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

The Local Planning Policies (LPP's), the subject of this report, require minor modifications. The changes are minor in nature, and serve to clarify certain elements of the policies. A table depicting the changes to each policy is clarified in the 'Report' section.

Submission

N/A



Report

The table below provides a review of the Local Planning Policies, which details amendments that do not alter the intent of the documents or the provisions.

Ref No.	Name	Change Summary
LPP 1.5	Single Bedroom Dwellings	<ul style="list-style-type: none"> Part 7 title changed from 'Floor Plan' to 'Parking'. Part 7.1 amended to reflect that only one car parking bay is to be roofed/covered. Inclusion of Part 7.2 in relation to additional parking requirements for car parking bays. Part 8 created and titled 'Floor Plan' with the content formerly in Part 7 now placed under Part 8.
LPP 3.6	Licensed Premises (Liquor)	<ul style="list-style-type: none"> Minor revisions to the wording of the background of the policy. Additional details as to what information is required to be submitted with a planning application. The consultation area being increased to 400m to reflect a 5 min walkable catchment
LPP 4.1	Phoenix Business Park Design Guidelines	<ul style="list-style-type: none"> Remove reference to one set of plans for assessment to Primewest Management (or nominated consultant). Primewest Management no longer have an interest in the Phoenix Business Park and as such will not be providing approvals for Development Applications.
PSPD 28	Licensed Premises	<ul style="list-style-type: none"> Additional details as to what information is required to be submitted with a planning application. Inclusion of Council's recent position regarding limitations to the number of bottle shops in local centres.

Strategic Plans/Policy Implications

City Growth



Continue revitalisation of older urban areas to cater for population growth and take account of social changes such as changing household types.

Ensure a variation in housing density and housing type is available to residents.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Specific to the policies adopted under the Town Planning Scheme No. 3, in accordance with Clause 5 of the Planning and Development (Local Planning Schemes) Regulations 2015, minor amendments are not required to be advertised. Importantly the changes will not have a detrimental impact on the amenity of residents or the City.

Risk Management Implications

If the subject changes to the policy is not adopted and therefore not progressed, some inconsistencies would occur in relation to existing practices. This practice needs to be formalised in a policy for consistency and reliability.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	SINGLE BEDROOM DWELLINGS	LPP 1.5
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POLICY CODE:	LPP 1.5
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	11 December 2008
DATE LAST REVIEWED:	14 December 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	10

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 27 February 2014 26 February 2015 2 June 2015 27 August 2015	26 November 2015 26 May 2016 23 February 2017 23 November 2017
OCM:	13 October 2011 11 October 2012 13 March 2014 12 March 2015 11 June 2015	10 September 2015 10 December 2015 9 June 2016 9 March 2017

BACKGROUND:

A 'Single Bedroom Dwelling' is defined in the Residential Design Codes of Western Australia (R-Codes) as: "A dwelling that contains a living room and no more than one other habitable room that is capable of use as a bedroom". Noting that Single Bedroom Dwellings are possible under the City's Town Planning Scheme No. 3 (TPS 3) in accordance with the requirements of the R-Codes, the purpose of this Policy is to provide clear direction on the requirements relating to the development of a Single Bedroom Dwelling.

PURPOSE:

1. To provide guidance to property owners and/or developers seeking to undertake the development of a Single Bedroom Dwelling (or dwellings) within the City.
2. To increase the mix of housing types within the City, with the distinct objective of achieving a greater number of smaller dwellings that serve smaller households (one or two persons).

[1]

POL	SINGLE BEDROOM DWELLINGS	LPP 1.5
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3. To provide increased opportunity for existing residents to 'Age in Place' in smaller dwellings in a dwelling type (form of tenure) separate to Ancillary Dwellings.
4. To provide for the development of larger residential lots incapable of further development due to an insufficient lot size.
5. To improve housing affordability by providing for the development of smaller dwellings on reduced land areas (compliant with the requirements of the R-Codes).

POLICY:

- (1) This Policy applies to all proposals for the development of Single Bedroom Dwellings with the City of Cockburn.
- (2) The policy does not exempt compliance with all other requirements of the TPS 3, the R-Codes, other relevant City Policies and/or the Building Code of Australia/relevant Australian Standard/s.
- (3) Minimum Site Area

The R-Codes provide for a variation to the minimum site area required to erect a Single Bedroom Dwelling(s). The variation is a reduction by up to one third. Based on this, the land area required is as follows based on different density codes across the City:

- R20 – 233.33m²
- R25 – 200.00m²
- R30 – 173.33m²
- R40 – 120.00m²
- R50 – 106.66m²
- R60 – 80.00m²
- R80 – 66.66m²

Notes:

- (i) The above areas are "effective" lot areas where a Single Bedroom Dwelling is proposed i.e. exclusive of the driveway or Common Property lot.
 - (ii) In the case of a Single Bedroom Dwelling proposal involving the retention or construction of a Single House, the site area for the Single House is to be in accordance with the minimum prescribed in Column 3 of Table 1 (General site requirements) of the R-Codes.
- (4) Subdivision

[2]

POL	SINGLE BEDROOM DWELLINGS	LPP 1.5
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The subdivision of land in association with the development of a Single Bedroom Dwelling will be conditionally supported provided a current Development Approval issued by the City is in place and the Minimum Site Area is met. Support will be subject to the recommendation of a condition safeguarding against speculation, that is, the creation and sale of smaller lots on the basis of the reduced Minimum Site Area afforded in the development of a Single Bedroom Dwelling/s. The condition will read – *A single bedroom dwelling is to be constructed to at least plate height on proposed lot (whichever lot the single bedroom dwelling is proposed on) in accordance with a Planning Approval issued by the City of Cockburn.*

(5). Landscaping

Given the small dwelling size (70m²) on relatively larger lots, the City expects every consideration to be given on the part of an applicant to the retention of existing mature trees on land to be developed for such purposes. Mature trees make a significant contribution to the amenity of a dwelling and the local environmental conditions.

Consideration should always be given to using plant types endemic (local) to an area.

(6) Construction Type

Prefabricated dwellings (i.e. those constructed off site and lifted into place) will only be supported where the dwelling provides an appropriate level of design and articulation. Sea containers and dongers proposed to be used as single bedroom dwellings will not be supported.

(7) Floor Plan Parking

7.1 There ~~shall be~~ no more than onetwo car parking bays that ~~are is~~ roofed/covered; and

7.2 Any additional car parking bay(s) are to be located directly adjacent to the Outdoor Living Area.

(8) Floor Plan

7.2 Notwithstanding the definition 'single bedroom dwelling' in the R-Codes, the City may support the inclusion of an additional multi-purpose room or study providing that the proposal meets the following provisions:

- a) The total dwelling size does not exceed the maximum plot ratio area of 70m²;
- b) The development is compliant with this Policy; and

[3]

POL	SINGLE BEDROOM DWELLINGS	LPP 1.5
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- c) A consideration for good development design has been undertaken.

[4]



POL	LICENSED PREMISES (LIQUOR)	LPP 3.6
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POLICY CODE:	LPP 3.6
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Statutory Planning Services / Environmental Health Services
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	14 February 2013
DATE LAST REVIEWED:	14 December 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	8

Dates of Amendments / Reviews:		
DAPPS Meeting:	26 July 2012 31 January 2013 27 February 2014 26 February 2015	2 June 2015 26 November 2015 23 February 2017 23 November 2017
OCM:	9 August 2012 14 February 2013 13 March 2014 12 March 2015	11 June 2015 10 December 2015 9 March 2017

BACKGROUND:

The Western Australian Health Department and the Liquor Licensing [Authority Court](#) have expressed the view that the impact of [some](#) licensed premises, that serve to increase the availability of liquor [in a high risk manner](#), can contribute to alcohol related harm in the community. [The Drug and Alcohol Office advises that R](#)research suggests that alcohol availability has the potential to contribute to harm in the community. [The City does not currently take T](#)the issue of whether there is a public impact [should be taken](#) into consideration when determining planning applications for liquor licensed premises.

PURPOSE:

To provide guidance in the decision making process by the Council in relation to the location of all existing and liquor licensed premises within the City, including modifications to existing premises. In this respect information about the public impact of liquor licensed premises is required to be provided with an application in order for the potential for adverse public impact to be assessed and determined in the decision making process.

POLICY:

[1]

POL	LICENSED PREMISES (LIQUOR)	LPP 3.6
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This policy arises from the provisions of the City's Town Planning Scheme No. 3 (TPS 3) where the aims of TPS 3 are to ensure development complies with accepted standards and practices for public amenity and convenience. ~~And also~~ Also, to ensure that the quality of life enjoyed by the City's inhabitants is not jeopardised by poor planning, unacceptable development and incompatible use of land. Inappropriate distribution and function of liquor licensed premises is considered to have a significant potential to conflict with these town planning objectives.

- (1) Council will take into consideration the public interest when assessing applications for planning approvals for liquor licensed premises. In this respect the potential for adverse public impact is to be considered alongside other matters such as community and economic development.
- (2) The City may require some of the information contained in a Public Interest Assessment Report (PIAR) to be submitted prior to determination of any planning application for liquor licensed premises, in order to inform the community about how the proposal will be in the interest of the community. Specifically, the information required includes:
 - How the licenced premises will operate;
 - Hours of operation;
 - Marketing and pricing of liquor;
 - External advertising and signage;
 - Information about the cumulative impact of nearby licenced premises;
and
 - Information about sensitive land uses in the vicinity (e.g. schools, youth centres, health care facilities etc.).
- (3) Operational procedures will be prepared and contained within the Statutory Planning Department's procedure manual for the assessment of liquor licensed premises applications.
- (4) Higher profile Liquor Licences will be advertised to enable the City to consult with the owners/occupiers of nearby premises. Advertising/consultation will involve a letter drop to all premises within 2400m of the proposed licenced premises. High profile licenced premises include Hotels, Taverns, Nightclubs and bottle shops.

[2]

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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POLICY CODE:	LPP 4.1
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development Services
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	11 March 2010
DATE LAST REVIEWED:	14 December 2017
ATTACHMENTS:	Yes
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	10

Dates of Amendments / Reviews:		
DAPPS Meeting:	22 March 2012 26 July 2012 27 September 2012 22 August 2013 26 February 2015	2 June 2015 26 November 2015 23 February 2017 23 November 2017
OCM:	11 March 2010 12 April 2012 9 August 2012 11 October 2012 12 September 2013	12 March 2015 11 June 2015 10 December 2015 9 March 2017

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~~ [the following Design Guidelines have been produced.](#)

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~~ [under the City's](#) Town Planning Scheme No. 3 (TPS 3).

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 [LPP 4.1-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~~

[1]

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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~~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 proposal by Primewest Management, the City of Cockburn may require additional changes.~~

[2]



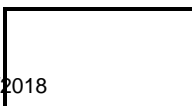
POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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DESIGN GUIDELINES

PHOENIX BUSINESS PARK

14 December 2017



POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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 38.14ha 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 No. 3 (TPS 3) 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 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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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1.2 Approvals Process

Under the requirements of the TPS 3, Planning Approval may be 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 assessment, ~~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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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

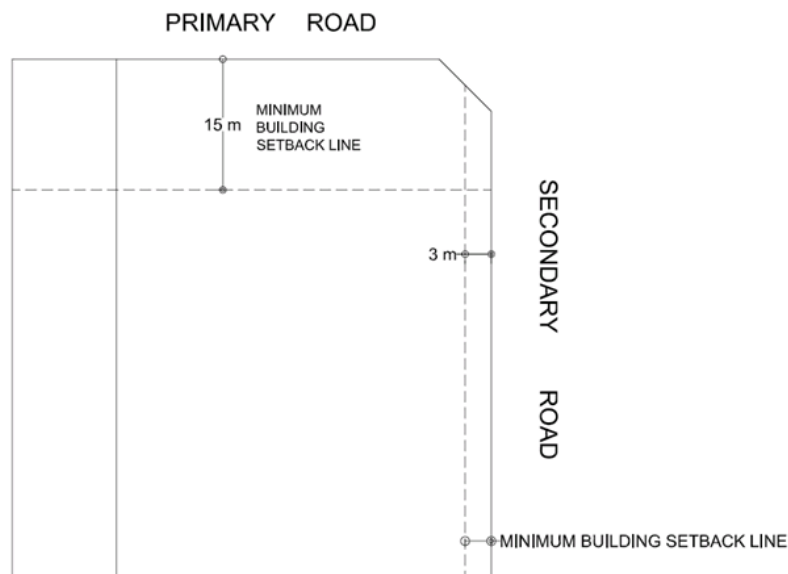


POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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3.2 Setbacks

- Buildings shall be setback to the front boundary a minimum of 15-m.
- Where a corner lot is applicable, the front or primary setback shall be a minimum of 15m with a secondary street having a minimum setback of 3m.
- 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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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- A limit of one (1) crossover for every 30m 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 alongside 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 m. 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.



POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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 2m 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 2m wide strip across the lot frontage (including corner lots) for the purpose of screening/softening the appearance of parking;
- 1m 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

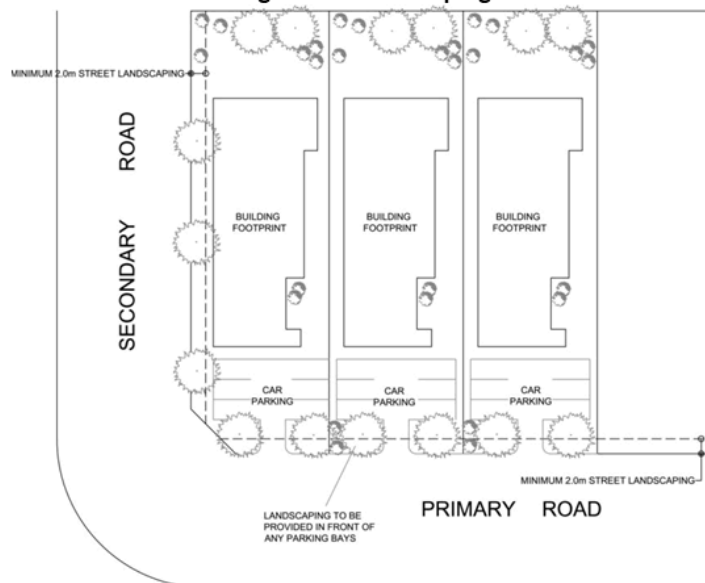
POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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deciduous tree may be utilised to shade a north facing office front window, whilst providing for winter sun penetration during winter months.

- 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



POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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 15m. Where a corner lot is applicable, the front or primary setback shall be a minimum of 15m with a secondary street having a minimum setback of 3m.

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 7.5m; plus the height of a building to be no greater than 7.5m for the 10 m adjacent to the northern boundary of each site (Lots 1-8 and 64).

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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5.2 Setbacks

Buildings shall be setback to the primary boundary (internal subdivision road) a minimum of 15m with a secondary street boundary having a minimum setback of 3m.

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 2m 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 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

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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 m to each frontage. For Lot 16 a primary street setback of 15 m is required with a secondary street boundary having a minimum setback of 3m.

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 2m 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 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 street frontage is to be used for vehicular movement.

The following principles shall guide the development of an appropriate building design:



POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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- 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

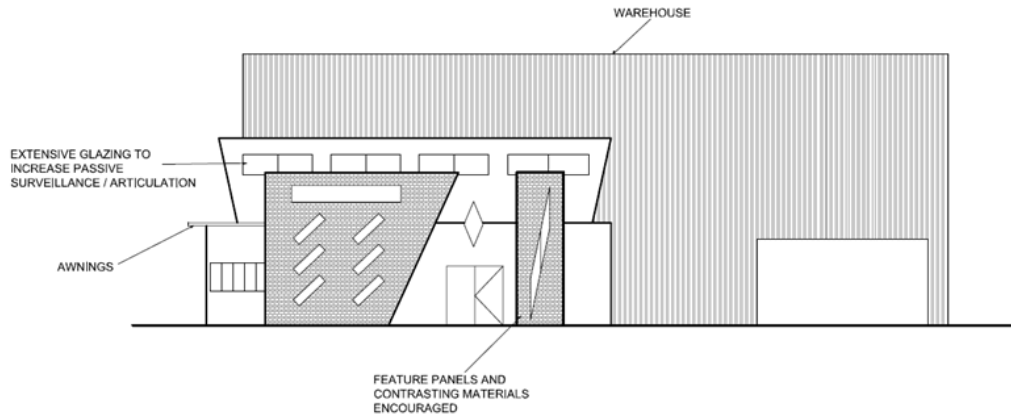
Buildings shall be designed to address the street with an emphasis placed on the impact of the building from the street at the point of entry into the site. The main entry into the site should be clearly visible.

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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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~~shall 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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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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.

Car parking

- Must comply with the requirements of TPS 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 1.8m. 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:~~

- Shrub and tree planting within a 2m wide strip across the lot frontage (for the purpose of screening/softening the appearance of parking);
- 1m 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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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- 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

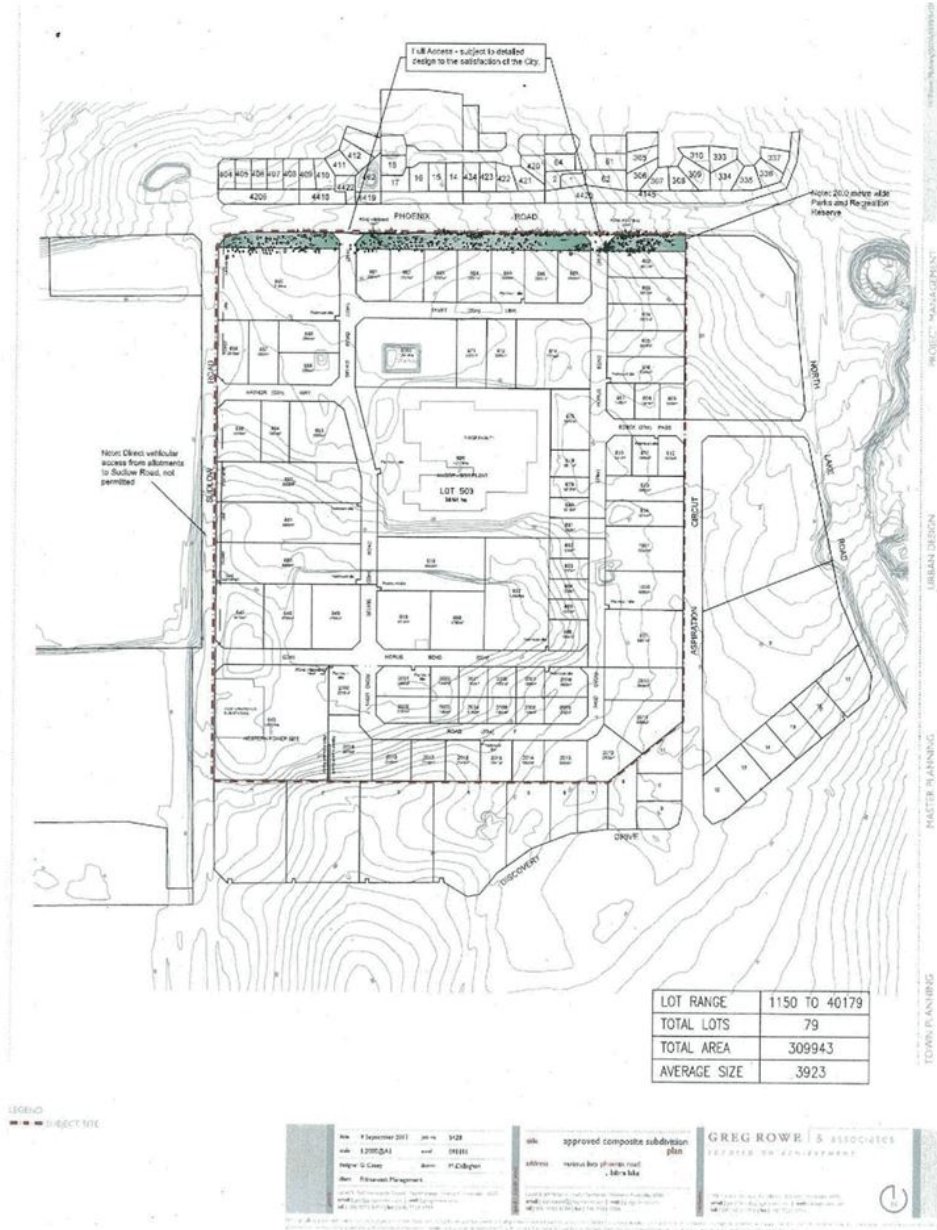
- Gables, pitched roofs and saw tooth roofs shall be pitched between 15° and 30°.
- A parapet, creating a visual top to the building façade, is to be provided where flat, skillion or similar roofs are used.

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.

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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APPENDIX 1



POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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APPENDIX 2

Plant species for Bibra Lake West

<u>Botanical Name</u>	<u>Common Name</u>
<u>Ground covers and climbers</u>	
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 reticulate	* Hemiandra
pungens	Snake Bush
Dampiera linearis	Common Dampiera
Hakea prostrata	Harsh Hakea
<u>Sedges</u>	
Lomandra caespitosa	Tuffed mat rush
Mesomelaena pseudostygia	*
<u>Shrubs <1m</u>	
Hypocalymma robustum	Swan river myrtle
Bossiaea eriocarpa	Common brown pea
Philothea 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
<u>Shrubs 1 to 3 m</u>	
Eremaea pauciflora	*
Acacia pulchella	Prickly Moses
Xanthorrhoea preisii	Grass tree
Templetonia retusa	Cockie's tongues
Daviesia divaricata	Marno
Pimelea rosea	Rose banjine
Philothea spicata	Pepper and Salt (prev. <i>Eriostemon</i>)
Scaevola canescens	Grey Scaevola

POL	PHOENIX BUSINESS PARK DESIGN GUIDELINES	LPP 4.1
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Trees/ Shrubs 3 to 5m

Jacksonia furcellata	Grey stinkwood
Jacksonia sternbergiana	Green stinkwood
Acacia saligna	Golden wreath wattle/ Coojong
Acacia cochlearis	Rigid Wattle
Macrozamia riedlei	Zamia palm
Adenanthos cygnorum	Woollybush
Dodonaea hackettiana	Perth hop bush
Kunzea glabrescens	Spearwood
Viminaria juncea	Swishbush

Trees up to 15m

Allocasuarina fraseriana	Common sheoak
Banksia menziesii	Firewood banksia
Banksia attenuata	Candle banksia
Banksia grandis	Bull banksia

Trees 15m>

Eucalyptus marginata	Jarrah
Eucalyptus calophylla	Marri
Eucalyptus rudis	Flooded Gum

* no common name



POS	LICENSED PREMISES	PSPD28
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POSITION STATEMENT:	PSPD28
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Environmental Health Services Statutory Planning Services
SERVICE UNIT:	Environmental Health Services Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Environmental Health
FILE NO.:	086/002
DATE FIRST ADOPTED:	9 August 2012
DATE LAST REVIEWED:	14 December 2017
ATTACHMENTS:	N/A
VERSION NO.	4

Dates of Amendments / Reviews:	
DAPPS Meeting:	26 July 2012 22 August 2013 26 November 2015 23 November 2017
OCM:	9 August 2012 12 September 2013 10 December 2015

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 applications for liquor licensed premises.

POSITION:

- (1) The proponent may be required to submit some of the information contained in 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. Specifically, the information required includes:
- How the licenced premises will operate;
 - Hours of operation;
 - Marketing and pricing of liquor;

[1]

POS	LICENSED PREMISES	PSPD28
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- External advertising and signage;
- Information about the cumulative impact of nearby licenced premises;
and
- Information about sensitive land uses in the vicinity (e.g. schools, youth centres, health care facilities etc.).

- (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 adopts the position that the community of Cockburn considers that local shopping centres are adequately serviced with a maximum of two bottle shops and any additional bottle shops should not be supported in or adjacent to local shopping centres, including South Lake and Beeliar Village
- (34) The City shall not support applications for licensed premises located within close proximity to existing or approved educational establishments, places of 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.
- (45) 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.
- (56) 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.
- (67) 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.

Delegations

- (a) Where a liquor licence application is considered to comply with the City's Town Planning requirements and is certain to be supported by Council then an appropriate submission to the Director of Racing Gaming and Liquor shall be lodged by the Director of Planning and Development.
- (b) Where a liquor licence application is advertised by the Director of Racing Gaming and Liquor and there is insufficient time to allow a report to be

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POS	LICENSED PREMISES	PSPD28
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considered by Council, an appropriate submission to the Director of Racing Gaming and Liquor shall be lodged by the Director of Planning and Development.

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).

[3]



14.2 (2018/MINUTE NO 0028) PROPOSED AMENDMENT TO LOCAL PLANNING POLICY LPP3.4 'SERVICE STATIONS'

Author(s)	T Van der Linde
Attachments	1. Draft Amendments to LPP 3.4 2. Schedule of Submissions

RECOMMENDATION

That Council adopt proposed amendments to Local Planning Policy LPP3.4 'Service Stations' in accordance with Clause 5(1) of the Deemed Provisions of the City of Cockburn Town Planning Scheme ("Scheme"). as shown in the attachment to the Agenda.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

The draft amended Local Planning Policy 3.4 'Service Stations' ("Policy") was adopted by Council for the purposes of advertising in accordance with Clause 5(1) of the Scheme at its meeting held on 23 November 2017.

The purpose of the Policy is to provide applicants and the City with guidelines on how service stations are to be assessed and to ensure a convenient and accessible pattern of service stations that are suitable on traffic and amenity grounds (Attachment 1 – Draft Amendments to LPP 3.4 refers).

The amended Policy was subsequently advertised for 21 days. Three submissions were received during the advertising period.

The purpose of this report is to adopt the amended Policy for finalisation.

Submission

N/A

Report

Due to an increase in the number of service station proposals within the City of Cockburn of late, modifications to the Policy are required to ensure that these proposals address the following key issues:



- Streetscape and urban design outcomes;
- Pedestrian amenity and accessibility;
- Safe vehicle movement and traffic impacts;
- Protection of residential amenity;
- Impact of service stations on activity centres.

Additional Policy provisions are required to address these issues due to the following characteristics which typify service station development:

- Limited ability for the built form of service stations to positively contribute to the streetscape due to:
 - Built form that is typically setback from the street and lacks visual interest;
 - Large hardstand forecourt areas that can visually dominate frontages to streets; and
 - Built form that lacks ground floor activation and passive surveillance and therefore does not contribute to the pedestrian environment;
- Built form that can restrict opportunities for pedestrian permeability and connectivity;
- Large crossover requirements for fuel tankers that interrupt and negatively impact the pedestrian environment;
- Limited opportunities for landscaping in the private realm due to large hard standing areas, and in the public realm (including street trees) due to wide crossovers;
- Potential to impact on residential amenity due to noise, odour, light, traffic, visual amenity and safety impacts;
- Potential to restrict residential and sensitive development in activity centres and impact on the mixed use potential of activity centres;
- Increased traffic generation causing vehicle queuing and unsafe turning movements.

The proposed amendments to the Policy will improve the Policy guidance offered in the regulation of service station development proposals.

Built Form and Streetscape Amenity

The design of service stations is constrained by certain requirements for the use. Large areas of hardstand are required; and the associated buildings have a simple built form, limited articulation, and few openings which restrict their ability to provide visual surveillance and ground floor activation.

It is recommended that additional provisions be included in the Policy to ensure that proposals do not detract from the streetscape or negatively impact on the pedestrian environment. In this regard the proposed additional provisions seek to require:



- All opportunities for landscaping on the site to be maximised;
- Identification of trees able to be retained or provided on site where opportunities for street trees adjacent to the site are restricted due to crossovers, to ensure that the streetscape and pedestrian environment (both current and future) are not negatively impacted by the development;
- Blank walls to the street and public realm to be minimised, and where unavoidable they should be designed to avoid large continuous masses of the same finish;
- Opportunities for glazing and passive surveillance to be maximised;
- Proposed development to be designed with consideration for adjacent development and the streetscape to ensure it does not detract or dominate.

Residential Amenity

One of the major responsibilities of planning decision makers is to manage potential conflict between various land uses, and to ensure new developments do not result in unacceptable impacts on existing development particularly where it concerns quality of life.

Service stations may emit light, odours and noise, generate large volumes of traffic, and impact visual amenity. Where service stations are proposed within residential areas, these impacts needs to be carefully assessed and considered to ensure the quality of life of adjacent residents is not compromised.

Any proposal abutting residential development is required to incorporate measures to minimise the impact of emissions, traffic, and visual amenity on neighbouring residents. This can be incorporated into the design through measures such as setbacks to boundaries, orientation of the building on the site, location of windows, outdoor lighting, crossovers and fuel bowsers and incorporation of architectural features or materials that contribute positively to visual amenity. The measures each application incorporates to reduce the impact on abutting residential development will be assessed on a case by case basis to give each application the flexibility to address these impacts in the best possible way.

An acoustic report, light management plan, and/or site management plan addressing odour may be required to be submitted with an application for a service station to demonstrate how emissions of noise, light and odour will be minimised and provide further details on the measures listed above.

Traffic

Due to the nature of the use, service stations typically generate large volumes of traffic moving in and out of the site and often queuing within



the site and onto adjacent roads, potentially impacting traffic flows and safety.

Therefore, every proposal is required to undertake a comprehensive traffic impact assessment to demonstrate that the location and design of the service station will not compromise the safe operation within the site station and the movement of vehicles within the surrounding road network. Safety is of utmost importance and any proposal that increases risk of traffic accidents or significantly decreases the functionality of the road network is generally not acceptable.

It is acknowledged that each site considered for a service station use is located within a unique context in terms of traffic generation, road hierarchy, network functionality and road treatments and thus each proposal will need to be considered on its merits. For this reason, traffic provisions within the Policy are not designed to be overly prescriptive nor present only one acceptable option such as prohibiting service stations on corner blocks.

The proposed Policy provisions instead require a comprehensive traffic impact assessment that addresses the key issues of access and egress, proximity to median breaks, traffic lights and speed control devices, provision of slip lanes inter alia, in order to justify the proposal in light of the unique site context. For example, if a service station is proposed on a corner block, the traffic impact statement will need to justify how this can be accommodated within the existing street network at that particular site without compromising safety or efficient traffic flows. While in some cases a corner block location may be appropriate, in other circumstances it may not.

The traffic impact statement can then be assessed on its merits, on a site by site basis, to see if the applicant can demonstrate that the site is appropriate for a service station in terms of traffic safety and functionality.

Modern Service Stations and Decommissioning

In the past, remediation of service station sites was a significant and costly task, presenting environment hazards and risks of fuel spillage due to the lack of control over how fuel tanks were stored and constructed underground. This often resulted in the sterilisation of land that once operated as a service station, with risks and costs to remediate the site being too high to support alternative uses.

Today, construction of service stations and fuel storage is required to comply with various environmental guidelines and regulatory requirements that are more onerous and prescriptive than those in the past, such that remediation and decommissioning of service station sites does not pose as high an environmental and safety risk as it did in the past.



Thus, modern service stations are generally more adaptable than those constructed in past times when regulatory control over construction was limited. Notwithstanding, service station proposals will be required where possible to demonstrate the adaptability of the site should the service station no longer be required, particularly where they are located within activity centres.

Adaptability within activity centres is important to ensure that activity centres are able to meet the changing needs of their users and thus remain relevant into the future. The City of Cockburn Local Commercial and Activity Centre Strategy (“LCACS”) requires development applications on land relating to activity centres to report against eleven areas of assessment that have been established to help determine the performance of the activity centre as further discussed below. Adaptability is one of these assessment areas. Service station applications within activity centres will be required to demonstrate adaptability in terms of remediation potential.

Service Stations in Activity Centres

Activity centres are community focal points. They include activities such as commercial, retail, higher density housing, entertainment, tourism, civic/community, higher education, and medical services. While each activity centre serves a different role, they are all intended to provide for a mix of land uses and activities to meet the needs of the community.

In order to ensure the success of the City’s activity centres it is critical that careful consideration is given to the proposed uses within activity centres. In this regard consideration must be given to SPP 4.2 ‘Activity Centres for Perth and Peel’, and LCACS.

In activity centres, the primary concerns relating to service station developments are as follows:

- Limited opportunities for street trees and verge landscaping due to the large crossover requirements, which is particularly undesirable in activity centres where the finer grain quality of the public realm becomes even more important;
- Potential to negatively impact on diversity, land use mix and intensity to meet the needs of the community;
- Potential to negatively impact on achieving a compact and walkable activity centres because of their size, built form, hardstand requirements, low employment densities and need for petrol tanker vehicle access;
- Built form that often provides limited opportunities for finer grained detail and ground floor activation and surveillance;
- Potential to restrict residential development and ‘mixed use’ potential in activity centres.



For these reasons the appropriateness of service stations in activity centres requires careful consideration. 'Service Station' is a 'D' use in the 'District Centre' and 'Regional Centre' zones, and an 'A' use in the 'Local Centre' zone, therefore it is critical that there is sufficient guidance in exercising discretion under the Scheme in considering such uses.

In this regard, the LCACS sets out principles which are to be used to guide all planning and decision making undertaken by the City relating to its activity centres.

Importantly the LCACS sets out reporting requirements for development applications in activity centres. These vary depending on whether the application is significant or minor, and they differ for each level in the activity centre hierarchy.

In determining whether an application is significant or minor the primary question is whether the project will have a significant impact on the function of the activity centre; and whether it may have a dramatic impact on an activity centre's overall performance against the nine LCACS principles.

It is considered that new service station proposals in activity centres have the potential to significantly affect one or more of the LCACS principles due to their scale, access requirements and the nature of the proposed use. This means the use has the potential to have a dramatic impact on an activity centre's overall performance against the nine LCACS principles.

For this reason it is considered appropriate that all new service stations in activity centres be deemed to be 'significant development applications' in accordance with the 'Significant Development Application Criteria' outlined in LCACS. It is recommended that this be included as a provision in the Local Planning Policy to provide clarification.

In accordance with the LCACS, reporting is required against eleven areas of assessment that have been established to help determine performance against the LCACS' principles, and ultimately the performance of the activity centre, and these are:

1. Vision;
2. User mix;
3. Access;
4. Employment;
5. Intensity;
6. Diversity;
7. Population Driven Demand;
8. Legibility and Permeability;
9. Activation;



10. Amenity and Public Realm;
11. Adaptability.

Significant development applications require reporting against more of the eleven assessment areas than a minor development application. The reporting against each assessment area is also required to be more rigorous and detailed in nature for a significant development application.

For smaller activity centres the reporting requirements are less, and significant development applications in the City's smaller activity centres (neighbourhood centres with a total shop-retail floorspace less than 10,000m² NLA and local centres) only require reporting against seven of the assessment areas.

This reporting requirement will ensure that service stations proposals do not negatively impact on activity centres. It is recommended that a provision be included in the Local Planning Policy to ensure that proponents demonstrate that the development does not reduce the performance of the activity centre through detrimental impacts on any of the assessment areas (as relevant for the level in the activity centre hierarchy).

The proposed modifications to the Policy will help to reinforce the Policy purpose in the promotion of service stations in convenient and accessible locations and prevent service stations establishing in areas that are unsuitable on traffic and amenity grounds. The additional provisions provide further clarity on how service stations are required to address traffic and amenity and also expand on the existing provisions to refer to activity centre requirements and diversity of land uses as detailed within LCACS.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets

Moving Around

Reduce traffic congestion, particularly around Cockburn Central and other activity centres

Economic, Social & Environmental Responsibility

Improve the appearance of streetscapes, especially with trees suitable for shade



Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

The amended Policy was advertised for 21 days from 9 January 2018 to 30 January 2018 in accordance with Scheme requirements.

Three submissions from residents were received during the advertising period, none of which provided objections to the proposed amendments, but instead provided further suggestions.

One resident requested the provision of a service station in their area and another requested the policy include a ban on service stations adjacent to residential development. It is not representative of a modern or effective planning system to attempt to 'ban' certain land uses where, depending on context, such land uses may be very appropriate. To contemplate a prohibition of service stations where they abut residential zoned land is not an effective response, and would actually see many of the City's current service stations as being 'badly' located (due to them being adjacent to residential zoned land). As Perth continue to grow through infill, mixed use neighbourhood and town centres will become the structural elements of our district. To attempt to simply ban one land use, irrespective of context, would erode the City's ability to create a liveable, convenient and attractive district.

Further details are included at Attachment 2 – Schedule of Submissions.

Risk Management Implications

Not supporting the amendment to the policy may result in the development of unsafe and undesirable service stations that have a negative impact on the streetscape, pedestrian environment and opportunities for a diversity of land uses within town centres, inconsistent with the principles of LCACS.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	SERVICE STATIONS	LPP 3.4
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POLICY CODE:	LPP 3.4
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning Services
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	17 September 2002
DATE LAST REVIEWED:	9 March 2017
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	8

Dates of Amendments / Reviews:		
DAPPS Meeting:	27 September 2012 31 January 2013 22 August 2013 26 February 2015	2 June 2015 26 November 2015 23 February 2017
OCM:	9 April 2009 11 October 2012 14 February 2013 12 September 2013	12 March 2015 11 June 2015 10 December 2015

BACKGROUND:

A policy is needed to assist the City in the assessment of proposals and decision making process.

PURPOSE:

The purpose is to provide applicants and the City with guidelines as to how service station and petrol filling station proposals within the District will be assessed. The objective of the Policy is to promote a convenient and accessible pattern of service stations within the District to serve the resident and travelling public and to prevent stations from establishing in locations which are unsuitable on traffic and amenity grounds.

The overall objectives of the Policy are:

1. To ensure that service stations do not compromise traffic flows and safety.
2. To protect residential amenity by ensuring service stations are located and designed in a way that reduces the impact of noise, light and odour emissions on nearby dwellings.

POL	SERVICE STATIONS	LPP 3.4
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3. To ensure that service stations do not undermine the ability of activity centres to provide and support a mix of land uses and activity for the community and to perform their role/function as set out in the City of Cockburn Local Commercial and Activity Centre Strategy.
4. To ensure that service stations do not negatively impact on the diversity and intensity of activity in activity centres in accordance with the City of Cockburn Local Commercial and Activity Centre Strategy.
5. To ensure that service stations do not have a negative impact on pedestrian and cyclist safety, connectivity, convenience and amenity.
6. To ensure that service stations do not detract from the streetscape character.

POLICY:

(1) Definitions

1. A 'Service Station' is defined by Local Planning Scheme No. 3 (LPS 3) as follows:
 - ~~“means premises other than premises used for a transport depot, panel beating, spray painting, major repair or wrecking, that are used for-~~
 - (a) ~~the retail sale of petroleum products, motor vehicle accessories and goods of an incidental or convenience nature; or~~
 - (b) ~~the carrying out of greasing, tyre repairs and minor mechanical repairs to motor vehicles”.~~

(2) General Design Guidelines

1. The design and siting of development should take into consideration the siting, setback, design and scale of adjacent development to ensure it does not dominate or detract from the character of the streetscape.
2. Glazing should be designed to maximise opportunities for surveillance of the street and/or public realm.
3. Blank walls to the street and public realm should be minimised as much as possible, and where blank walls cannot be avoided they should be designed in such a way that they contribute to a safe and attractive street environment by:

[2]

POL	SERVICE STATIONS	LPP 3.4
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- a. Minimising the length and height of blank walls, and
- b. Articulating blank walls through the creative application of complementary materials, avoiding large continuous masses of the same finish; and/or the provision of appropriately integrated structural features, lighting, street furniture, artworks, and/or landscaping.

4. All opportunities for landscaping on the site should be maximised, and landscaping should be designed to:

- a. soften the appearance of the development and enhance the streetscape, and
- b. improve the pedestrian environment.

4.5. Where opportunities for street trees adjacent to the site are restricted due to crossovers, trees should be identified as an alternative within the landscaping strip on the site to ensure that the streetscape and pedestrian environment (both current and future) are not negatively impacted by the development. The design and layout of service stations shall not have a detrimental impact on the local amenity in respect to traffic and pedestrian movements, odours, lighting, noise and hours of operation.

~~(3) Location~~

- ~~1. Service stations should be located adjoining or as part of a shopping centre, commercial or industrial use.~~
- ~~2. Service stations shall only be permitted on land located within an Under Ground Water Pollution Control Area if supported by the Department of Environment, Water and Catchment Protection.~~
- ~~3. Service stations should not be located on primary regional roads.~~
- ~~4. When service stations are located near residential uses, prospective applicants are required to demonstrate compliance with noise regulations and State Planning Policy 4.1; State Industrial Buffer Policy.~~

~~(24) Traffic Management~~

- ~~1. On divided roads ingress and egress to the site is limited to left in and left out.~~
- ~~2. Service station access is not to be located opposite a median break.~~

POL	SERVICE STATIONS	LPP 3.4
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- ~~3. Mid-block locations for service stations are preferred, however, driveway crossovers will not be permitted within 25 metres of a median break or a road intersection.~~
- ~~4. Service station driveway crossovers shall be located in accordance with the Main Roads WA standards for sight distances.~~
- ~~5. Service stations will not be permitted in locations which would prejudice road widening or other improvements.~~
- ~~16. Prospective applicants are required to provide a traffic impact assessment prepared by a suitably qualified traffic consultant, which addresses on-site traffic management and road design, the following:~~
 - ~~a. Number, size, location and appropriateness of access and egress points;~~
 - ~~b. Queuing of traffic and the impact on the road network;~~
 - ~~c. Proximity to median breaks;~~
 - ~~d. Proximity to traffic lights and speed bumps;~~
 - ~~e. Provision of auxiliary lanes;~~
 - ~~f. Manoeuvrability within the site through a swept path analysis;~~
 - ~~g. Impact on existing infrastructure within the road reserve; and~~
 - ~~h. Impact on future road widening or other improvements.~~

(3) Residential Amenity

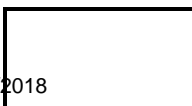
- ~~1. Service stations abutting residential development shall be designed to minimise impact on abutting residents and shall address; noise, odour, light, traffic, visual amenity, safety and any other matter that may detract from the amenity of the residential area.~~
- ~~2. The applicant may be required to submit an acoustic assessment prepared by a suitably qualified acoustic consultant, a light management plan prepared by a suitably qualified consultant and/or a site management plan addressing odour control.~~

(4) Service Station in Activity Centres

- ~~1. Service station proposals in activity centres will be deemed to be 'significant development applications' in accordance with the City of Cockburn Local Commercial and Activity Centre Strategy due to their potential to have a significant impact on an activity centre's overall performance.~~
- ~~2. Service station proposals in activity centres should demonstrate that the development does not reduce the performance of the activity centre through detrimental impacts on any of the assessment areas (as~~

POL	SERVICE STATIONS	LPP 3.4
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relevant for the level in the activity centre hierarchy) in accordance with the City of Cockburn Local Commercial and Activity Centre Strategy.



File No.

**SCHEDULE OF SUBMISSIONS
PROPOSED AMENDMENTS TO LOCAL PLANNING POLICY 3.4 'SERVICE STATIONS'**

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	John Gorham 15/155 Gaebler Road AUBIN GROVE	When is Council going to approve a Service Station on the eastern side of the Freeway for this very busy area- our choices are very limited at present where we have to cross busy major roads/ freeways to refuel our vehicles, not user friendly.	<p>Noted. The City cannot direct landowners or developers to make applications for service stations. The exact types of land uses that occur and the timing of their development is up to individual private landowners and/or developers.</p> <p>The City's role is limited to creating the broad strategic framework that allows certain types of development to occur in certain areas and the assessment of individual development applications.</p> <p>The vast majority of land in this locality has already been given a zone or land use designation under the City of Cockburn's Town Planning Scheme. This includes some areas zoned 'Local Centre' within which the City is able to exercise discretion to approve service stations. Thus, landowners of 'Local Centre' zoned land may present the City with an application for a service station, but ultimately it's up to the developer/landowner if they want to go this way. The City will then assess the suitability of a particular site for development of a service station based on a myriad of planning factors.</p>
2	Landowner	<p>SUPPORT</p> <p>This is clearly a reactive rather than proactive approach to managing commercial/retail development in the City. Whilst I support the five additional considerations I think the "<i>impact of service stations on activity centres</i>" is too vague and does not provide guidance or certainty for developers, assessors or the public. This could have a subset of considerations to make it clear exactly what the intent of that assessment criteria is, given that the Council has no remit to consider economic impacts.</p>	<p>Noted. The draft Policy section (4) <i>Service Stations in Activity Centres</i> provides a subset of considerations which directly relate to the City's Local Commercial and Activity Centre Strategy (LCACS). LCACS provides a framework for assessment of significant development applications in activity centres, including a list of assessment areas that must be addressed by significant proposals. The draft Policy states that service station proposals in activity centres will be deemed significant development applications in accordance with LCACS. This means any proposals for service stations within activity centres will</p>



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
			<p>need to be assessed against the framework provided in LCACS. This provides appropriate guidance for developers and assessors.</p> <p>You can find more information and view the framework of assessment at sections 5.6 and 5.7 of the LCACS document which is found on our website, or at the below link: https://www.cockburn.wa.gov.au/getattachment/80c8a310-2145-4090-aaa2-d2de355084d3/ECM_5548083_v1_Local-Commercial-and-Activity-Centres-Strategy-pdf.aspx</p>
3	Landowner	<p>SUPPORT</p> <p>Any proposal that minimises the impact on residential areas is welcomed. I would go one step further and strengthen proposal to ban development on properties abutting and/or with surrounding residential areas. Perfect example is the 7/11 service station proposal on Yangebup Road which is surrounded by residential homes. This should not be approved.</p>	<p>It is not representative of a modern or effective planning system to attempt to 'ban' certain land uses where, depending on context, such land uses may be very appropriate. To contemplate a prohibition of service stations where they abut residential zoned land is not an effective response, and would actually see many of the City's current service stations as being 'badly' located (due to them being adjacent to residential zoned land). As Perth continue to grow through infill, mixed use neighbourhood and town centres will become the structural elements of our district. To attempt to simply ban one land use, irrespective of context, would erode the City's ability to create a liveable, convenient and attractive district.</p>



14.3 (2018/MINUTE NO 0029) PROPOSED NEW LOCAL PLANNING POLICY - NON-RESIDENTIAL USES IN RESIDENTIAL ZONES

Author(s) A Lefort

Attachments 1. Draft Local Planning Policy Non-Residential Uses in Residential Zones

RECOMMENDATION

That Council adopt proposed draft new Local Planning Policy 'Non-Residential Uses in Residential Zones' for the purposes of advertising in accordance with Clause 4 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

There are a number of uses other than dwellings that are capable of approval under Town Planning Scheme No.3 through the application of discretion. These non-residential uses can provide much needed services which can offer convenience and enhance amenity for residents. However, some also have the potential to detract from the amenity of neighbours and the area so each application must be carefully considered in its context.

TPS 3 provides limited guidance for landowners, residents, applicants, City Staff and Elected Members about when support should be provided for such discretionary uses in residential zones. This policy has therefore been drafted to provide guidance for such uses to ensure that any non-residential use in a residential zone is compatible within its setting and does not negatively impact on the amenity of residents or the area.

Submission

N/A

Report

The proposed Local Planning Policy includes the following key criteria to assist in the application of discretion for non-residential uses capable of approval under TPS 3:



Location – The proposed locational criteria encourage non-residential uses to locate in close proximity of existing and proposed local, district and regional centres, within close proximity to public transport routes (bus and train) and away from local roads.

Built Form – The proposed built form criteria will ensure that the built form accommodating non-residential uses is sympathetic to existing and proposed residential streetscapes and is consistent with existing and proposed height, bulk and scale of the residential setting. This criteria is also ensures that setbacks are consistent with those of residential dwellings and windows and openings provide good levels of passive surveillance.

Vehicle Parking – The parking criteria encourages vehicle parking to be contained on-site so as to avoid increased street parking and also encourages parking to be to the rear of buildings to maintain levels of visual amenity for surrounding residents.

Traffic – The traffic criteria requires proposals to be accompanied by a traffic study to ensure that the existing road network can accommodate the traffic movements generated by non-residential uses.

Noise – The noise criteria requires proposals to demonstrate that non-residential uses will not cause an unreasonable level of noise that may be inconsistent with expectations for a residential area.

Landscaping – The landscaping criteria seeks to ensure that proposals are well landscaped with semi-mature vegetation and that landscaping is used as a buffer to residential dwellings if required.

Signage – The signage criteria seeks to ensure that any signage proposed will not detract from the amenity of the area and is consistent with Council's Local Planning Policy related to commercial signage.

Lighting – The lighting criteria seeks to ensure that any lighting associated with a proposal (often in parking areas) complies with the relevant Australian Standard and does not detract from the amenity of nearby and adjoining residents.

Waste – The waste criteria seeks to ensure that proposals adequately consider the storage and collection of commercial waste so as to not cause any amenity impacts for nearby and adjoining residents.

The non-residential uses capable of approval in residential zones are:

Bed and Breakfast, Childcare Premises, Civic Use, Medical Centres, Consulting Rooms, Educational Establishments, Institutional Buildings, Place of Worship, Bank, Office, Motel, Public Amusement, Reception Centre, Restaurant, Health Studio, Hospital, Convenience Store, Lunch



Bar, Home Store, Commercial Vehicle Parking, Industry – Cottage and Hobby Farm.

The proposed LPP however does not apply to Commercial Vehicle Parking, Home Businesses, Home Occupations, Home Offices, Industry Cottage and Hobby Farm which would not be subject to the same criteria as the other uses and are far less common. It should also be noted that with regards to Educational Establishments, the policy is proposed to deal with non-school based establishments such as tutoring businesses and vocational educational classes.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

The draft Local Planning Policy will be advertised in accordance with the requirements of the Planning and Development (Local Planning Schemes) Regulations 2015. This includes a notice in a local newspaper and on the City's website.

Risk Management Implications

There is a minor risk if the policy is not adopted that there may be some inconsistency of decision making. This would mostly lead to reputation damage.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	NON-RESIDENTIAL USES IN RESIDENTIAL ZONES	
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POLICY CODE:	
DIRECTORATE:	Planning and Development
BUSINESS UNIT:	Statutory Planning
SERVICE UNIT:	Statutory Planning
RESPONSIBLE OFFICER:	Manager Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

There are many uses that are capable of approval under Town Planning Scheme No.3 (TPS 3) in residential zones through the use of discretion which do not consist of a dwelling. These uses include Bed and Breakfast, Childcare Premises, Civic Use, Medical Centres, Consulting Rooms, Educational Establishments, Institutional Buildings, Place of Worship, Bank, Office, Motel, Public Amusement, Reception Centre, Restaurant, Health Studio, Hospital, Convenience Store, Lunch Bar, Home Store, Commercial Vehicle Parking, Industry – Cottage and Hobby Farm.

The above uses, whilst capable of approval are not appropriate in all locations throughout all residential zones and should be strategically located and developed to meet the needs of the community, protect residential amenity and be compatible with the local area.

PURPOSE:

The purpose of this policy is to provide guidance in assessment of planning applications for development in a residential zone that does not include a dwelling where discretion is required to be exercised in the decision making process. For the purposes of application of this policy, residential zones include the 'Development' zone where a Local Structure Plan identifies the area for residential purposes.

POLICY:

When considering planning applications for development other than a dwelling in a residential zone (excluding schools, Commercial Vehicle Parking, Home-base

POL	NON-RESIDENTIAL USES IN RESIDENTIAL ZONES	
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businesses, home occupations, Industry-Cottage and Hobby Farm uses), the following should be taken into consideration when determining the suitability of the use:

(1) Location

- (i) Proposed uses shall generally be located where they abut, are opposite or are in close proximity to (and can be directly viewed from) an existing or proposed Regional, District or Local Centre.
- (ii) Proposed uses shall generally be located within 250m of any public transport bus route or 500m of a train station.
- (iii) Proposed uses shall generally be restricted to 'Primary Distributor' and 'District Distributor' roads and shall generally not be located on 'Regional Distributor', 'Local Distributor' or 'Access' roads.

(2) Built Form

- (i) The built form of proposals shall be consistent with the height, bulk, scale and intensity of surrounding residential dwellings to ensure that the locality maintains a residential character.
- (ii) Proposed buildings shall address the street by way of major openings, entries and provide high levels of passive surveillance.
- (iii) Building setbacks (street and side) and heights shall be as per the residential code of the land in accordance with the Residential Design Codes of WA.

(3) Vehicle Parking

- (i) Vehicle parking should generally be contained on-site to avoid the likelihood of street and verge parking associated with the use.
- (ii) Vehicle parking areas should generally be to the rear of the lot and screened from view of neighbouring residential dwellings. Some parking in the front setback of the building may be suitable.

(4) Traffic

- (i) Applications shall generally be accompanied by a Traffic Impact Study or Assessment to demonstrate that the surrounding road network can accommodate any additional traffic generated by the proposal. Proposals that generate traffic beyond the capacity of the surrounding road network shall generally not be supported.

POL	NON-RESIDENTIAL USES IN RESIDENTIAL ZONES	
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(5) Noise

- (i) Applications shall generally be accompanied by a Noise Impact Assessment to demonstrate that the proposed use will not generate an unreasonable level of noise that may negatively impact on the amenity of neighbours.

(6) Landscaping

- (i) Proposals shall be compatible with the landscape and environmental qualities of the locality.
- (ii) Quality semi-mature Landscaping should be installed to provide screening and buffers to non-residential uses.

(7) Signage

- (i) Signage for proposals shall be minimal and avoid the use of pylon signs, roof mounted signs, illuminated signs and any other sign that may detract from the amenity of residential neighbours.
- (ii) Signage for proposals shall accord with Council's Local Planning Policy 3.7 'Signage'.

(8) Lighting

- (i) Lighting of the building and any car parking area shall be designed and constructed to ensure that it complies with *AS4282 Control of the obtrusive effects of outdoor lighting* and does not detract from the amenity of neighbours.

(9) Waste

- (i) Waste storage and collection shall be considered as part of the proposal. Any proposed bin storage area shall be designed and located so that it does not detract from the amenity of neighbours.

14.4 (2018/MINUTE NO 0030) MODIFICATIONS TO LOCAL PLANNING POLICY - LPP 4.6 COCKBURN COAST DESIGN GUIDELINES FOR ROBB JETTY AND EMPLACEMENT PRECINCTS

Author(s)	A Lefort
Attachments	1. Updated Local Planning Policy LPP 4.6 ↓ 2. Stage 3 Masterplan ↓ 3. Indicative Massing Models ↓
Location	Various Lots
Owner	N/A
Applicant	N/A
Application Reference	182/001

RECOMMENDATION

That Council adopts the proposed modifications to Local Planning Policy LPP 4.6 'Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts' for the purposes of advertising in accordance with Clause 4 (1) of the *Planning and Development (Local Planning Schemes) Regulations 2015* as shown in the attachment to the agenda.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

The Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement Precinct LPP 4.6 (DGs) were first adopted by Council on 8 May 2013 and were prepared to guide the development and urban form (including subdivision) of the Robb Jetty and Emplacement Local Structure Plan (LSP) areas.

This amendment to the DGs relates to a 1.66 hectare parcel of land within Landcorp's 'Shoreline' estate which is currently still owned by Landcorp and designated as Stage 3. The land parcel comprises of Lot 9002 Cockburn Road (balance title) and Lots 63, 64 and 65 Bennett Avenue North Coogee. The land and is bounded by the proposed Bus Rapid Transit (BRT) route to the east, Bennett Avenue to the west and Surada Street to the south.



The subject site is identified in the LSP as Residential R100 and within the 'High Density Residential Typology' in the DGs. The 'High Density Residential Typology' is defined as:

'The most intensely developed residential typology to afford the greatest access to the proposed bus rapid transit system. High Density residential development is to create a new skyline in Cockburn Coast.'

Subsequent to the development of the first stages of subdivision, Landcorp seeks to modify LPP 4.6 in relation to the subject land in order to deliver a range of different housing options and designs including medium and high density that still achieve the overall density identified for the site under the LSP.

Submission

N/A

Report

Proposed Modifications

Taylor Burrell Barnett Town Planning and Design on behalf of the landowner (Landcorp) proposes the following amendments to Council's Local Planning Policy LPP 4.6 Cockburn Coast Design Guidelines for Robb Jetty and Emplacement Precincts (Attachment 1):

- In section 1, Typology Specific Guidelines, adding a new 'Mixed Residential Typology' and associated text;
- Amending Figure 03 Built Form Typologies to identify the subject area as 'Mixed Residential Typology' instead of 'High Density Typology';
- Amending Figure 08 High Density built form typology to excise the proposed 'Mixed Residential – Typology';
- In Section 2, General Provisions, amending Figure 14 Building Height Plan to show a height range of 2-5 storeys for the 'Mixed Residential Typology' area; and
- Including the attached Addendum to the Guidelines to include Typology Specific Guidelines for the 'Mixed Residential Typology'.

Masterplan

The proposed amendments to the DGs has been accompanied by a Masterplan (Attachment 2) which is a non-statutory document and which the applicant advises has been informed by an extensive research exercise for Cockburn Coast undertaken in 2016 by Landcorp, the Australian Urban Design Research Centre (AUDRC) and Lisa Shine Urban Design to test how *'medium density level housing typologies could be developed in Perth, to address the "missing middle" in current densification efforts.'*



Lot and Housing Types

The proposed amendments are to facilitate a diversity of housing types and lot sizes including low rise apartments, compact housing, maisonette housing and terrace housing rather than all apartment housing which the current typology would deliver. The final arrangement of lots will be determined through a subdivision application which will then be guided further by a Local Development Plan.

Density

The applicant has demonstrated that through the provision of a range of lot and housing types in this precinct that the R100 density shown in the LSP can still be achieved if the modifications are approved.

Building Heights

One of the modifications to the DGs includes a reduction to the minimum building height in the precinct from 3 levels to 2 levels. The Masterplan indicates that it is only some of the single lots would accommodate 2 level dwellings with all apartment sites remaining at 3-5 levels and dwellings abutting the existing POS to the north remaining at 3 levels which is consistent with the 3 level dwellings recently completed and under construction to the east of the site which frame the POS.

Public Open Space (POS)

The Masterplan includes a central area of POS (0.96ha) which connects to the POS abutting the northern boundary which will be ceded through the subdivision process. The introduction of this area of POS does not impact on the DGs. Also, this additional POS is additional and will not result in a reduction of POS across the greater LSP area.

Laneways and Streets

The Masterplan includes additional roads and laneways to provide access for future dwellings. Whilst the amendments to the DGs do not impact on the road network within the precinct, new controls introduced within the new 'Mixed Residential Typology' include building design provisions relating to setbacks to the roads and laneways which is consistent with other typology areas.

Car Parking

The Masterplan indicates a number of on-street car parking bays in and around the site which will provide visitor parking for single dwellings with rear laneway access. The amendments to the DGs also include



new provisions about access and parking which allow open carports and tandem parking for single dwellings which is supported by the City.

Local Development Plan

A Local Development Plan (LDP) will be required upon further subdivision of the subject land much the same as the earlier stages. LDPs will be site specific and provide more detailed built form provisions for the single house lots including but not limited to specific setbacks, garage locations and building heights.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.

Ensure growing high density living is balanced with the provision of open space and social spaces.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

There will be some minor costs involved in advertising the proposed amendments to the policy which can be borne from municipal funds.

Legal Implications

N/A

Community Consultation

Subsequent to Council's adoption of the proposed modifications, the policy will be advertised for public comment in accordance with the requirements of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

Risk Management Implications

There is minimal risk in Council approving the modifications to the LPP. The risk of not approving the LPP modifications is minor and may result in future statutory applications being lodged which are inconsistent with the LPP.



Advice to Proponent(s)/Submissioners

N/A

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

Nil



POL	COCKBURN COAST DESIGN GUIDELINES FOR ROBB JETTY AND EMPLACEMENT PRECINCTS	LPP 4.6
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POLICY CODE:	LPP 4.6
DIRECTORATE:	Planning & Development
BUSINESS UNIT:	Planning and Development
SERVICE UNIT:	Statutory Planning
RESPONSIBLE OFFICER:	Manager, Statutory Planning
FILE NO.:	182/001
DATE FIRST ADOPTED:	9 May 2013
DATE LAST REVIEWED:	14 December 2017
ATTACHMENTS:	Yes
DELEGATED AUTHORITY REF.:	OLPD33
VERSION NO.	7

Dates of Amendments / Reviews:		
DAPPS Meeting:	22 August 2013 26 February 2015 2 June 2015	26 November 2015 18 May 2017 23 November 2017
OCM:	9 May 2013 12 September 2013 12 March 2015	11 June 2015 10 December 2015 8 June 2017

BACKGROUND:

The Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement Precinct have been prepared to guide the development and urban form (including subdivision) of Robb Jetty Local Structure Plan and Emplacement Local Structure Plan (LSP) areas.

PURPOSE:

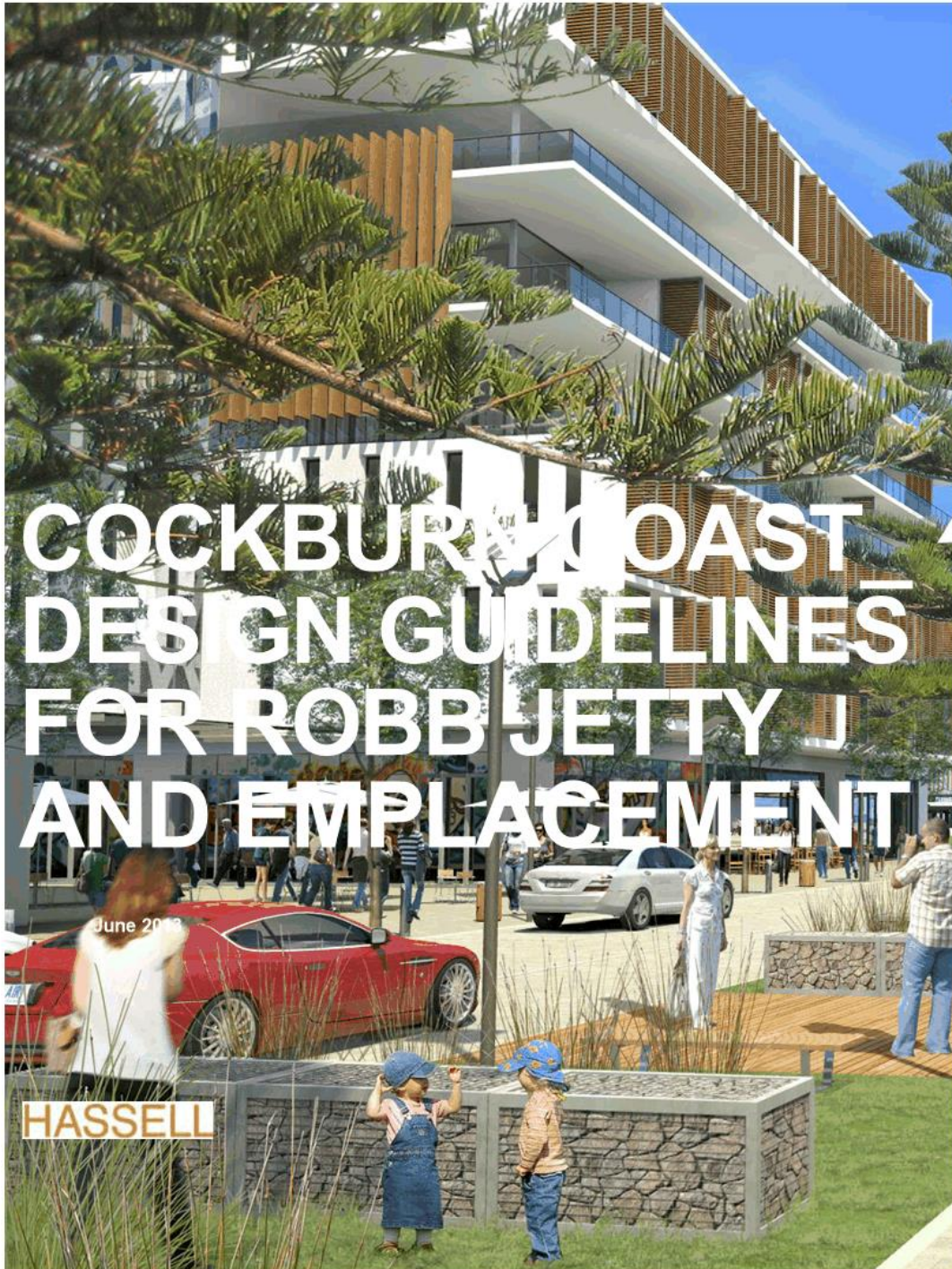
The Design Guidelines will guide the creation of a quality development that ensures the design principles of the Robb Jetty and Emplacement LSP's are achieved.

POLICY:

Appendix 1 contains the Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement Precinct.

Development applications will be assessed under the Design Guidelines in conjunction with the Residential Design Codes of Western Australian (R-Codes), the approved structure plan and any other relevant local planning policy.

Appendix 1: LPP 4.6 Cockburn Coast Design Guidelines for Robb Jetty and Emplacement



SECTION

Background	5
I _____ Introduction	5
II _____ Vision for Cockburn Coast	5
III _____ Context	7
IV _____ Approach	8
V _____ Objectives	8
VI _____ Purpose	8
VII _____ Design Guideline Policy Area	8
VIII _____ Relationship to Relevant Planning Documents	9
IX _____ Relationship to the Robb Jetty LSP and Emplacement LSP	9
X _____ Guideline Framework	10
XI _____ Discretion	10
XII _____ Definitions	10
Activity Centre – Main Street Typology	<u>1544</u>
Building Setbacks	<u>1615</u>
Building Articulation	<u>1746</u>
Building Levels	<u>1746</u>
Awnings	<u>1847</u>
Building Height	<u>1847</u>
Building Materials	<u>1847</u>
Open Space	<u>1847</u>
Landmark Sites	<u>1948</u>
Fencing	<u>1948</u>
Mixed Use – Cockburn Road Typology	<u>2049</u>
Building Setbacks	<u>2049</u>
Building Articulation	<u>2120</u>
Building Levels	<u>2120</u>
Awnings	<u>2224</u>
Building Height	<u>2224</u>
Building Materials	<u>2224</u>
Open Space	<u>2322</u>
Landmark Sites	<u>2322</u>
Fencing	<u>2322</u>
High Density Residential Typology	<u>2524</u>
Building Setbacks	<u>2725</u>
Building Articulation	<u>2725</u>
Building Levels	<u>2826</u>
Building Height	<u>2826</u>
Building Materials	<u>2826</u>
Open Space	<u>2826</u>
Fencing	<u>2927</u>
Landscaping	<u>2927</u>
Medium Density Residential Typology	<u>3129</u>
Building Setbacks	<u>3230</u>
Building Articulation	<u>3230</u>
Roof Form	<u>3334</u>
Building Levels	<u>3334</u>
Building Height	<u>3334</u>
Building Materials	<u>3432</u>
Open Space	<u>3432</u>
Fencing	<u>3432</u>
Landscaping	<u>3432</u>
2.1 _____ Built Form Requirements	<u>3634</u>
2.1.1 Building Height	<u>3634</u>
Figure 14_Building Height Plan	<u>3734</u>
2.1.2 Facades	<u>3835</u>
2.1.3 Roof Form	<u>3936</u>
2.1.4 Lighting	<u>3936</u>
2.1.5 Acoustics and Vibration	<u>4037</u>
2.1.6 Active Edges and Street Relationship	<u>4037</u>
2.1.7 Heritage Considerations	<u>4138</u>
2.2 _____ Service Infrastructure and Access	<u>4239</u>

2.2.1	Internal Access	4239
2.2.2	Parking	4239
2.2.3	Parking Location and Access	4239
2.2.4	Sleeved Parking	4239
2.2.5	End of Trip Facilities	4340
2.2.6	Site Services	4441
2.2.7	Sustainability Requirements	4441
2.3.1	Sustainable Travel	4441
2.4	Laneways	4542
2.4.1	Residential and Commercial Laneways	4542



Background

I Introduction

The Cockburn Coast Design Guidelines for the Robb Jetty and Emplacement precincts (henceforth referred to as the Design Guidelines) have been prepared to guide the development and urban form (including subdivision) of *Robb Jetty Local Structure Plan* (Robb Jetty LSP) and *Emplacement Local Structure Plan* (Emplacement LSP) areas. The design guidelines are focused on the creation of a quality development that ensures the design principles of the Robb Jetty and Emplacement LSP's are achieved.

5

The design guidelines will bring to fruition a lively and sustainable urban centre set amongst dense residential development. The design guidelines introduce standards for development to create the intended character and amenity within the Robb Jetty LSP and Emplacement LSP areas. Although some of the criteria are mandatory, the general approach is to provide a series of broad principles for development to follow while allowing flexibility in design outcomes over the project life span.

The design guidelines are a performance orientated assessment tool. Each design element is expressed as a design objective and one or more assessment criteria. Where a stated assessment criterion is proposed to be varied, development must demonstrate that it meets the related design objective. In this way a performance approach to design and assessment is facilitated.

The design guidelines are divided into two main sections:

Typology Specific Guidelines

A series of built form typologies are established in defined areas where specific guideline provisions apply that may expand on or vary the general provisions.

General Provisions

Contain the design guideline general provisions which are applicable to all development.

II Vision for Cockburn Coast

Capitalising on a rare opportunity, these design guidelines set out to inform the development of an exciting mixed use community that celebrates the best of the Western Australian coastal lifestyle.

Cockburn Coast will be different from its neighbouring suburbs; it will be a place that offers choice and variety of living, recreation and working opportunities. Core to the success of the redevelopment is a well-connected Bus Rapid Transit (BRT) system which is intended to link the development to its surrounding areas. As well as connecting the design guideline area to its surrounds, this system will provide an internal system of movement which encourages more sustainable personal transportation choices.

The City of Cockburn's *Cockburn Coast District Structure Plan* (DSP) and *Cockburn Coast District Structure Plan Part 2* (DSP2) nominates three local structure plan areas being Robb Jetty, Emplacement and Power Station. Each of these areas is distinct in character and function. These design guidelines introduce standards for development to create the intended character and amenity within the Robb Jetty and Emplacement LSP areas following a detailed local structure planning process.

Robb Jetty LSP Area

The Robb Jetty LSP area forms the north-western portion of the site and stretches from Rollinson Road in the north, to the Parkland Corridor in the south and Cockburn Road in the east. The area stretches west of Robb Road but excludes the beach.

6

The Robb Jetty LSP area will contain elements of mixed use development along significant road links including Cockburn Road but is otherwise set aside for medium to high density residential development. The area will also house supporting community facilities in the form of the two storey urban primary school and the area's key active playing field. A coastal character is proposed to complement the adjacent foreshore and areas of open space contained within it.

The BRT public transport alignment is set to pass through the heart of the area and be well connected to Fremantle and the rapidly emerging Cockburn Central. A variety of small but connected public spaces will offer a range of experiences from the quiet to the communal, the sheltered to the open and the organic to the formal.

Emplacement LSP Area

The Emplacement LSP area forms the north-east portion of the project area and stretches from the northern boundary of the master plan area, to the middle parkland corridor to the south, to Cockburn Coast Drive in the east, and Cockburn Road in the west.

The distinct character of the Emplacement LSP area is a product of its elevated topography and this landform influences how it shall be treated. Development will be responsive to the topography and shall aim to retain as much of the existing natural character of the site as possible. The Emplacement LSP area will be predominantly mixed use in its north, residential in its south, and contain the east-west linear parks, providing strong connections from Beeliar Park and through Robb Jetty LSP area to the coastal foreshore.

The Emplacement LSP area will be the new highpoint, a manufactured horizon line that offers the opportunity for a new architectural topography and an integrated landscape of nature and built form.

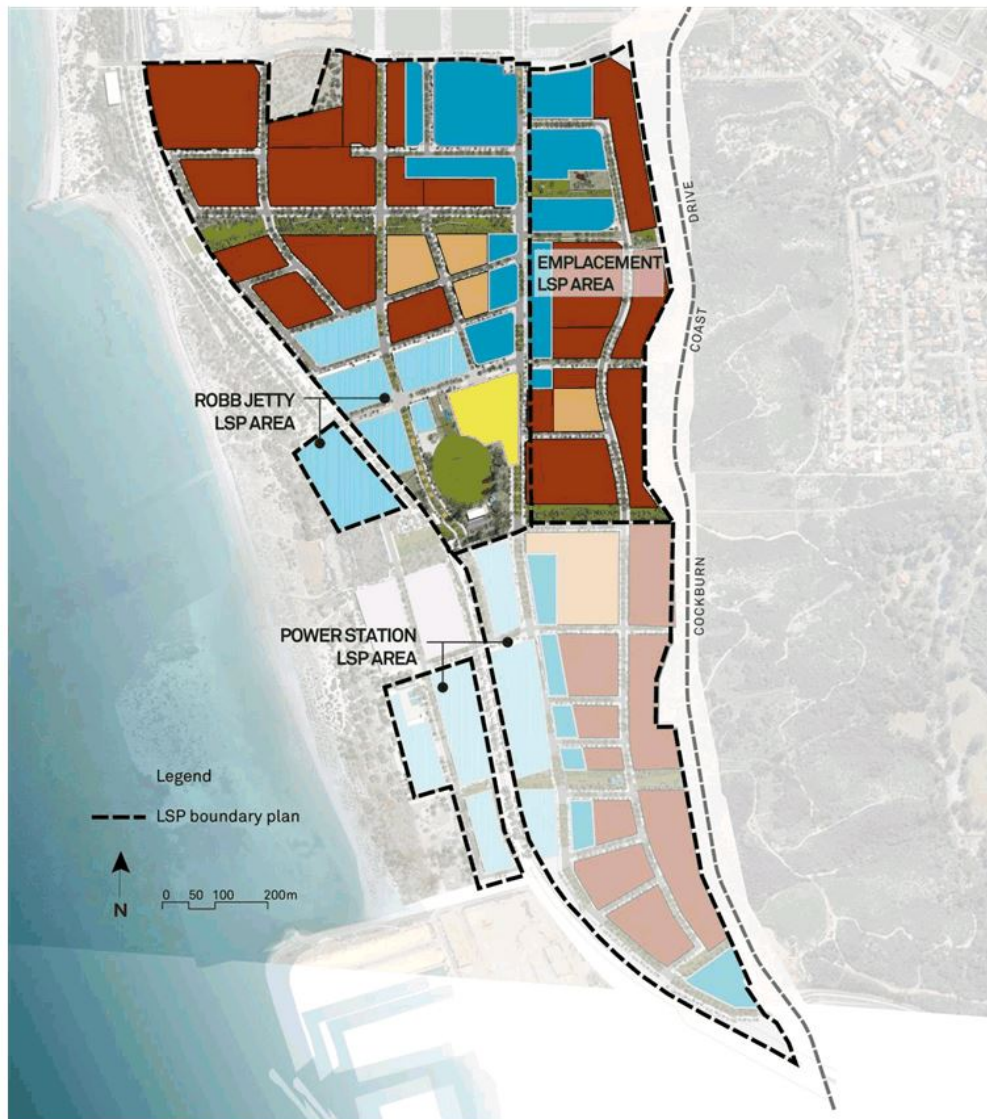


Figure U1_Cockburn Coast Local Structure Plan areas

III Context

The design guidelines complete a complex process of strategic planning to capitalise on the opportunity for redeveloping Cockburn Coast identified in the Western Australian Planning Commission's strategic planning document *'Directions 2031 and Beyond'*. The adoption of the DSP and later DSP2 2012 served to solidify the recognition of the Cockburn Coast's potential and identifies a number of key drivers and opportunities that underpin the vision and intent of the DSP and DSP2. Following an amendment (Amendment 89) to the City of Cockburn Town Planning Scheme No. 3 (The Scheme), which aligns the City of Cockburn's (the City) planning framework with that as proposed in the DSP and DSP2, local structure plans were produced for the Robb Jetty LSP and Emplacement LSP areas which establishes a development agenda and expands on the foundations of the DSP and DSP2.

These design guidelines bring to fruition a vision established and carried forward through a number of strategic planning documents and processes.

IV Approach

The DSP established a vision which remains relevant to the ongoing planning of Cockburn Coast:

“To create a vibrant, landmark destination that is connected, integrated, diverse and accessible.”

8

The vision seeks to create a place that offers new and exciting living, employment and recreation opportunities, whilst providing an appropriate level of compatibility and support for adjoining residents and existing enterprises in the area. These design guidelines are set to establish this vision by creating a sustainable community that celebrates the area’s past as well as taking on creative ideas, innovation and development. Cockburn Coast will be an easily accessible place, with an integrated transit system offering contemporary lively cafes, restaurants, shops, residential and commercial areas, tourism, cultural and recreation activities.

Integral to the vision of Cockburn Coast is the intention to establish a new benchmark for sustainable urban development. This means creating a place where people not only want to live and work today, but also in the future. Sustainable communities cater to the different needs of all its residents; they are safe and inclusive and offer equality of opportunity, they are sensitive to their environment and contribute to a high quality of life.

V Objectives

The development of Cockburn Coast is guided by a number of key objectives or drivers which will bring to fruition the vision of a sustainable landmark destination. These objectives have influenced the preparation of the design guidelines and underpin their purpose, being to:

- create a hierarchy of coastal nodes providing for the needs of local residents and visitors alike;
- create physical and emotional links between the urban environment and the coast allowing the coastal experience to translate into the urban setting;
- provide attractive, pedestrian-oriented streets and public spaces that create an environment for positive community engagement and business exchange;
- enable buildings and public realm to engage with pedestrians and facilitate a comfortable and safe urban environment;
- allow for activation at ground level by retail and hospitality uses in key streets identified by the Local Structure Plans;
- optimise residential development potential whilst maintaining the intended character of the Cockburn Coast;
- minimise the impact of car parking on the pedestrian experience and quality of the public realm;
- create a sustainable environment that allows for the implementation of green infrastructure; and
- promote the use of sustainable modes of transport and a health way of living through active engagement with the urban environment.

VI Purpose

These design guidelines have been prepared to guide development within the Robb Jetty LSP and Emplacement LSP areas under the Scheme. Implementation of the guidelines will ensure the realisation of Cockburn Coast as an urban environment providing both local and district centre activity centres.

VII Design Guideline Policy Area

These design guidelines apply to the area of land within the Robb Jetty LSP and Emplacement LSP, henceforth referred to as the policy area. The policy area is bound by:

- Rollinson Road to the north;
- South Fremantle Power Station and the Western Power Switchyard to the south;
- Beeliam Regional Park to the east; and
- The foreshore reserve to the west.

9



Figure 02_Design Guidelines Policy Area

VIII Relationship to Relevant Planning Documents

The design guidelines are adopted under the provisions of section 4 of the Planning and Development Regulations 2015 Procedures for Making Local Planning Policy. The provisions of these design guidelines vary the requirements of the State Planning Policy 3.1 Residential Design Codes (R-Codes). Where these design guidelines are silent the provisions of the R-Codes and relevant local planning policies apply. It should be noted that the plot ratio deemed to comply provisions of the R-Codes are varied and plot ratio will not form part of the assessment criteria for proposals in these precincts.

These design guidelines should be read in conjunction with the Scheme, the Robb Jetty LSP, the Emplacement LSP, any relevant Local Development Plan (LDP) and the R-Codes. In determining any application for development approval, the City will utilise these design guidelines in conjunction with the Scheme, any relevant LDP and policies.

IX Relationship to the Robb Jetty LSP and Emplacement LSP

The Robb Jetty LSP and Emplacement LSP set out a number of development objectives relating to the DSP2 redevelopment area. In particular they establish land use, movement, activity, urban form and resource enhancement development standards to ensure Cockburn Coast operates as an effective urban environment.

These design guidelines build upon both LSPs and provide more detailed guidance on development standards in the form of an adopted local planning policy.

X Guideline Framework

10

The detailed design guidelines contained in the General Provisions section are set out with the following framework:

Design Objective:

Statements outlining the design philosophy and intent of the assessment criteria. It is mandatory for development to meet the design objective.

Assessment Criteria:

Standards that sets out the specific criteria to satisfy an associated design objective. Compliance with the applicable assessment criteria will achieve the design objective. However individual criteria are not mandatory and alternative solutions for complying with the design objective will be considered on a performance basis subject to supporting evidence.

The typology specific section of the design guidelines contains character statements. The character statements guide both the design objective and assessment criteria and as such, all development shall be consistent with the relevant character statement.

XI Discretion

An important provision within the design guidelines is the opportunity for the applicant or owner to meet the design objective through an alternative solution.

The City may approve a development application or Local Development Plan where the applicant or owner has departed from the recommended assessment criteria. Variations may be considered where, in the City's opinion, the applicant or owner has demonstrated that the alternative solution is consistent with the Robb Jetty LSP or Emplacement LSP where relevant and meets the design objective. Variations will be considered where a proposal does not include an affordable housing component, but will be considered more favourably where it does.

Where a development proposal is determined to be inconsistent with a design objective in a manner that may impact on the public realm or adjoining properties then the proposal may be refused or referred to Council for determination.

Where the applicant or owner has provided a sufficient affordable housing component, a relaxation of the assessment criteria may be considered where the alternative solution is consistent with the relevant LSP and meets the design objective. These design guidelines provides further guidance on those criteria considered suitable for variation.

Each application for development approval will be assessed on an individual basis and the approval of an alternative solution will not set a precedent for other developments.

XII Definitions

Noise Sensitive Premises (as defined in the Environmental Protection (Noise) Regulations 1997) includes premises occupied solely or mainly for residential or accommodation purposes, and premises used for the purpose of a hospital, sanatorium, educational establishment, public worship, aged care or child care.

Commercial Laneway includes any laneway within the mixed use or activity centre typology areas as set out by these design guidelines.

All definitions included in the R-Codes are applicable to land affected by these Design Guidelines.

XIII Development Process

11

Owners, developers and/or agents are encouraged to arrange pre-application meetings with the City's Planning Department prior to lodgement of a formal development application. Once a development application is lodged, it will be assessed by the City to verify it meets all applicable design objectives and assessment criteria.





Activity Centre – Main Street Typology



Mixed Use – Cockburn Road Typology



High Density Residential Typology



Medium Density Residential Typology

1. TYPOLOGY SPECIFIC GUIDELINES

The policy area is divided into a number of built form typologies each with their own distinct character and function. There are also a number of landmark and gateway sites identified by the built form typology location plan. These sites are to be developed with a diverse and active facade to facilitate way finding and reflect the natural hierarchy and land use of the area.

13

Activity Centre - Main Street Typology

Development in this area addresses and activates the identified pedestrian oriented "main" street whilst a high quality public realm creates a comfortable place in which locals meet and conduct business. This area provides a key link between the ocean and urban environment as well as providing for the retail and local service needs of the local community.

Mixed Use - Cockburn Road Typology

A range of retail and commercial functions complemented by residential development are to be accommodated within this mixed use area. The presence of Cockburn Road informs the scale and built form of development and necessitates the promotion of an active ground floor.

High Density Residential Typology

The most intensely developed residential typology to afford the greatest access to the proposed bus rapid transit system. High density residential development is to create a new skyline in Cockburn Coast.

Medium Density Residential Typology

Providing a mix of housing opportunities near the Activity Centre, this typology will feature soft landscape public realm and contemporary urban development ranging from terrace housing to medium scale apartment style buildings.

Mixed Residential Typology

A special urban precinct designed around exploring contemporary urban forms, featuring a mix of housing opportunities, with living choices ranging from high density apartments to compact terrace housing, punctuated by innovative shared access streets and open spaces.



Figure 03_Built Form Typologies



Activity Centre – Main Street Typology

The activity centre typology is primarily a place for local residents and businesses, a walkable village that is intimate in scale and 'soft' in character. The beach comes to the main street and a variety of small but connected public spaces offer a range of experiences from the quiet to the communal. Buildings and land use will facilitate the creation of a central shopping and activity zone resulting in a walkable community hub.

15

The Main Street provides a convenient and inviting local shopping experience intended to be serviced by a rapid bus transit system. Street trading and active retail is concentrated in the western portion of the area creating a vibrant community hub. A diverse and contiguous streetscape will be developed with civic, business and retail services ensuring a suitable business mix. The oval and park within the activity centre typology represents the traditional village green and is therefore the focus of active recreation at Cockburn Coast. It is a place to be shared harmoniously by many for diverse purposes.

The built form is encouraged to take advantage of the abundant natural assets and create a comfortable outdoor environment that encourages social interactions in a relaxed and personal environment. Future built form should embody the feeling of seamless transition, from indoor to outdoor, from formal to informal, from exposed to protected. Respectful of nature, built form should reflect the natural characteristic of the vegetation and landscape.

Buildings generally of 5 to 8 storeys in height will promote a pedestrian friendly place through podium style built form and a focus on ground floor activation. Development embodies a warm architectural finish through the use of natural materials, whilst street awnings, wide footpaths and soft landscaped edges create a sense of intimacy and shelter pedestrians.

Opportunities for laneway development enhance and celebrate the distinctive environment by reflecting the neighbourhood character whilst allowing for it to be developed as a secondary small street. Laneways containing commercial uses will be characterised by small scale tenancies, evolving over time to provide an intimate and unique experience.



Figure 04_Activity Centre built form typology

Building Setbacks

Design Objective

- I. Building setbacks create tightly framed streetscapes and public open spaces
- II. Building setbacks help create highly urban streetscapes

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Primary Street (minimum and maximum)	Secondary (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-5	Nil	Nil	Nil	4.0 metres to wall and 2.0 metres to balconies (cantilevered/Light weight only)
Levels 6+	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)

* Where there is a commercial laneway the minimum setback above 3 storeys should be a distance equivalent to the width of lane unless a variation to the assessment criteria outlined in clause 2.4.1(ii)c of the general provisions is granted

Table 01_ Building Setbacks for Activity Centre

- ii. The public open space setback area shall include space for landscaping and necessary an outdoor living area. Where additional outdoor living area is to be provided,



the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)

- iii. Projections are permitted within the 4.0 metre setback to public parkland to maximum of 2 metres into the setback area
- iv. Balconies will be supported within the nil setback on levels 1-5 where a substantial facade is provided to ensure a continuous built form
- v. Balconies for Levels 6+ proposed to be setback between 2-5 metres shall be lightweight/cantilevered only

17

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. For commercial street level frontages a minimum of 80% of the frontage shall be glazed. For the street frontage for all upper floors a minimum of 40% of the frontage shall be glazed
- iii. Mixed use buildings should provide separate entries for non-residential and residential uses for legibility of pedestrian access
- iv. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- v. Corner buildings are to address both frontages through the provision of:
 - a) distinct roof form at corners;
 - b) variation in materials and colours; and
 - c) varied balcony treatments.

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. Floor to floor heights on the ground floor should be 4.5 metres to allow for commercial use
- ii. All other floors shall maintain a 3.1 metre floor to floor height for residential use and a 3.6 metre floor to floor height for commercial use
- iii. The ground floor should be flush with the adjacent footpath at the boundary
- iv. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above

Awnings

Design Objective

- I. To encourage a pedestrian scale of development
- II. To provide shelter from environmental conditions
- III. To encourage a seamless flow of the use and function of a building from internal to external
- IV. To maintain a safe separation between passing traffic and awnings

18

Assessment Criteria

- i. Awnings over footpaths are to be provided for no less than 80% of the primary and secondary street frontage. This requirement does not apply to laneways
- ii. The vertical clearance of awnings shall be consistent and generally 3.2 metres from pavement level
- iii. Awnings shall project 3.5 metres from the building line except where this results in a setback between to the awning and the outer edge of the road pavement of less than 0.6 metres
- iv. Adjoining awnings are to form continuous coverage over the footpath
- v. Awnings are to be provided with non-structural veranda posts along the Robb Jetty Main street. In this respect awnings are to be suspended by cantilevered construction and not use load bearing posts

Building Height

Design Objective

- I. Building heights help create a compact urban built environment
- II. Consistent building heights create a recognisable urban character
- III. Building heights mean the Activity Centre Typology area is highly visible from a distance
- IV. Building heights do not visually overwhelm the streetscape
- V. Building heights avoids continual overshadowing of the streetscape

Assessment Criteria

- i. Building heights shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys and six storeys (depending on site)

Building Materials

Design Objective

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast.
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

Open Space

Design Objective

- I. To ensure that development provides an attractive and engaging interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

19

Landmark Sites

Design Objective

- I. To encourage a sense of place and identity
- II. To increase the legibility of place
- III. To demarcate the natural hierarchy of an area by identifying those places which are of significance

Assessment Criteria

- i. Sites in key locations have been nominated as landmark sites as shown in Figure 04
Built Form Typologies shall:
 - a) Promote prominent architectural form on corner elements to provide a reference point in the built form and landscape;
 - b) Encourage additional height elements where appropriate to create a point of difference with the balance of the development area and demarcate points of entry and prominence; and
 - c) Variations to setback requirements will be considered in order to create prominent feature elements.

Fencing

Design Objective

- I. To ensure that fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. Fencing is not permitted forward of the building line adjacent to the primary or secondary street frontage
- ii. The interface between private lots and the public open space may be fenced to a maximum height of 1.2 metres from natural ground level, but must be visually permeable above a height of 1.0 metres above natural ground level

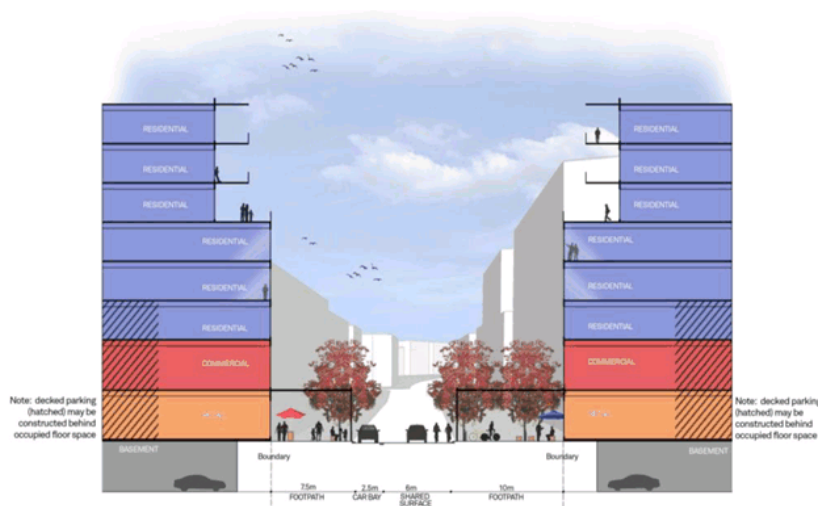


Figure 05_Typical cross section for activity centre development

Mixed Use – Cockburn Road Typology

Cockburn Road is the main arterial road through Cockburn Coast and the policy area. Cockburn Road will be the focus of a mixed use form of development allowing for commercial, residential and retail uses. An active ground floor through retail and commercial uses will be encouraged with primarily residential development occupying the upper levels. The impact of the busy Cockburn Road will be softened by landscaping and an active footpath. Alfresco dining opportunities will be encouraged and facilitated by the built forms and land uses. The Mixed Use – Cockburn Road Typology as shown in Figure 06 below, applies to both Mixed Use and Mixed Business zones as shown on the approved Robb Jetty Local Structure Plan.

20



Figure 06_Mixed Use built form typology

Building Setbacks

Design Objective

- I. Building setbacks promote tightly framed streetscapes and public open spaces
- II. Building setbacks help create highly urban streetscapes

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Table 02_Building Setbacks for Mixed Use development

Setback	Primary Street (minimum maximum)	Secondary and (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-3	Nil	Nil	Nil	4.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)



Levels 4+	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres to	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)
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21

* Where there is a commercial laneway the minimum setback above 3 storeys should be a distance equivalent to the width of lane unless a variation to the assessment criteria outlined in clause 2.4.1(ii)c of the general provisions is granted

- ii. Buildings shall be setback 4.0 metres from any boundary adjoining public parkland. This setback area shall include space for landscaping and if necessary an outdoor living area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e building shall cantilever over the outdoor living area)
- iii. Projections are permitted within the 4.0 metre setback to public parkland to maximum of 2.0 metres into the setback area
- iv. Balconies will be supported within the nil setback on levels 1-5 where a substantial facade is provided to ensure a continuous built form

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. For commercial street level frontages a minimum of 80% of the frontage shall be glazed. For the street frontage for all upper floors a minimum of 40% of the frontage shall be glazed
- iii. Mixed use buildings should provide separate entries for non-residential and residential uses for legibility of pedestrian access
- iv. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- v. Corner buildings are to address both frontages through the provision of:
 - a) distinct roof form at corners;
 - b) variation in materials and colours; and
 - c) varied balcony treatments.

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. Floor to floor heights on the ground floor should be 4.5 metres to allow for commercial use of the ground floor

- ii. All other floors shall maintain a 3.1 metre floor to floor height for residential use and a 3.6 metre floor to floor height for commercial use
- iii. The ground floor should be flush with the adjacent footpath at the boundary
- iv. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above

22

Awnings

Design Objective

- I. To encourage a human scale of development
- II. To provide shelter from environmental conditions
- III. To encourage a seamless flow of the use and function of a building from internal to external
- IV. To maintain a safe separation between passing traffic and awnings

Assessment Criteria

- i. Awnings over footpaths are to be provided for no less than 80% of the primary and secondary street frontages. This requirement does not apply to laneways
- ii. The vertical clearance of awnings shall be consistent and generally 3.2 metres from pavement level
- iii. Awnings shall project 3.5 metres from the building line except where this resulting in a setback between to the awning and the outer edge of the road pavement of less than 0.6 metres
- iv. Adjoining awnings are to form continuous coverage over the footpath
- v. Any veranda post provided to an awning shall be non-structural. In this respect awnings are to be suspended by cantilevered construction and not use load bearing posts

Building Height

Design Objective

- I. Building heights help create a compact urban built environment
- II. Consistent building heights create a recognisable urban character
- III. Building heights do not visually overwhelm the streetscape
- IV. Building heights avoids continual overshadowing of the streetscape

Assessment Criteria

- i. Building shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys

Building Materials

Design Objective

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

Open Space

Design Objective

- I. To ensure that development provides an attractive and engaging interface with the public open space
- II. To maximise the potential for passive surveillance

23

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

Landmark Sites

Design Objective

- I. To encourage a sense of place and identity
- II. To increase the legibility of place
- III. To demarcate the natural hierarchy of an area by identifying those places which are of significance

Assessment Criteria

- i. Sites in key locations have been nominated as landmark sites as shown in Figure 06 Built Form Typologies. Development on Landmark Sites shall:
 - a) Promote prominent architectural form on corner elements to provide a reference point in the built form and landscape;
 - b) Encourage additional height elements where appropriate to create a point of difference with the balance of the development area and demarcate points of entry and prominence; and
 - c) Variations to setback requirements will be considered in order to create prominent feature elements.

Fencing

Design Objective

- I. To ensure that fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. Fencing is not permitted forward of the building line to the primary and secondary street frontages
- ii. The interface between residential development and the public open space may be fenced to a maximum height of 1.2 metres from natural ground level, but must be visually permeable above a height of 1.0 metres above natural ground level

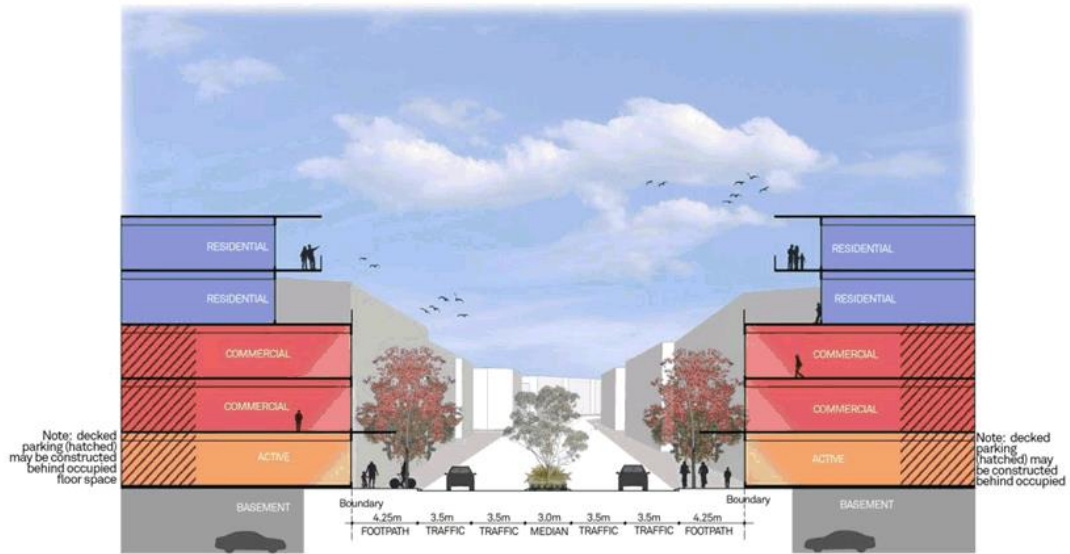


Figure 07_Typical cross section for mixed use development



Mixed use development will encompass active street edges that create a comfortable pedestrian environment



High Density Residential Typology

High density housing opportunities along the Emplacement escarpment and within the Robb Jetty LSP area will create a new skyline for the Cockburn Coast. A manufactured horizon line of apartment buildings six to eight storeys in height will offer the opportunity for a new architectural topography and an integrated landscape of nature and built form. Residents will enjoy the expansive views but also the sense of containment and grounding in the environment. Facades and balconies shade and veil occupants whilst the ground level public realm is internalised and places focus on the residential communities' common interest.

25

Landscaped front setbacks and tree lined verges will combine to create a soft and comfortable urban setting for apartment buildings. Pocket parks and integrated greenery with built form create a calming natural feel throughout the area despite the intensity of development, acting as a backyard space and providing a link to the coast.





Figure 8_High Density built form typology

Building Setbacks

Design Objective

- I. Building setbacks frame streetscapes and public open spaces
- II. Building setbacks accommodate landscaping which slightly widen and softens the streetscape

27

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Primary Street (minimum)	Secondary (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-3	3.0 metres	Nil	Nil	4.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)
Levels 4+	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)

Table 03_ Building Setbacks for high density residential development

- ii. Buildings shall be setback 4.0 metres from any boundary adjoining public parkland. This setback area shall include space for landscaping and if necessary an outdoor living area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)
- iii. Projections are permitted within the 4.0 metre setback to public parkland to maximum of 2.0 metres into the setback area

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- iii. Built form is to address parks, pedestrian access ways and in particular laneways by providing windows, balconies and suitable facade articulation facing these areas. These elevations are to match the design quality of the dwellings primary street elevation
- iv. Corner buildings are to address both frontages through the provision of:
 - a. distinct roof form at corners;
 - b. variation in materials and colours; and
 - c. varied balcony treatments

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

28

Assessment Criteria

- i. All development shall maintain a minimum floor to floor height of 3.1 metres
- ii. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above
- iii. Where residential dwellings are proposed on the ground floor adjacent to a street or public open space, a grade separation from 0.5 metres to 1.2 metres between the finished floor level of the ground floor and the adjacent street or public open space is encouraged in order to create a visual distinction between the public and private space

Building Height

Design Objective

- I. Building heights will respond to the pedestrian scale, urban character, intended dwelling density, land use mix as well as the natural topography of the area
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Development shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys

Building Materials

Design Objective

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

Open Space

Design Objective

- I. To ensure that development provides an appropriate interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

29

Fencing**Design Objective**

- I. To ensure that the provision of fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. The interface between private lots and the public open space may be fenced to a maximum height of 1.2 metres from natural ground level, but must be visually permeable above a height of 1.0 metre above natural ground level
- ii. Fencing shall generally not be permitted in the primary or secondary street setback areas

Landscaping**Design Objective**

- I. To ensure an attractive streetscape environment
- II. To aid the sustainability of a building through the provision of permeable surface

Assessment Criteria

- i. The front setback area shall include provision for elements of soft landscaping
- ii. In ground landscaping is preferred over shallow landscaping above basements
- iii. Paving that is contiguous with foot paths and other paving in the public realm shall be of the same style and materials, matching exactly wherever possible

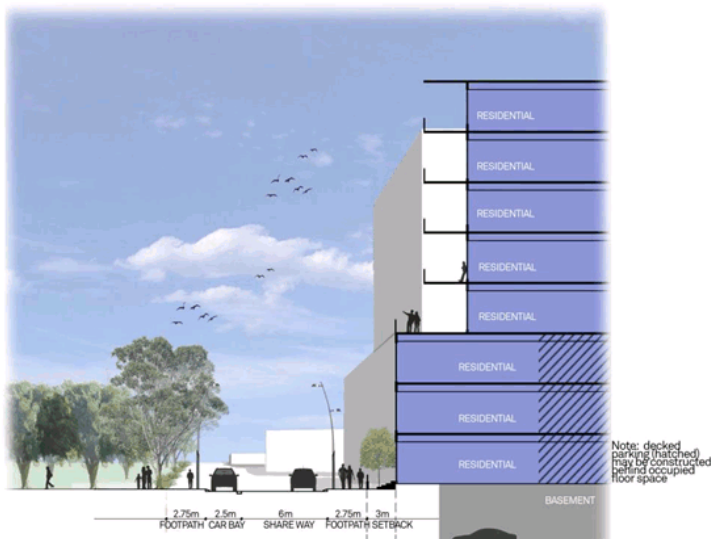


Figure 9_ Typical cross section of high density residential adjoining road



Figure 10_Typical cross section of high density residential directly adjoining public open space



Figure 11_Typical cross section for high density residential development



High density Residential Development showing the use of natural materials in the facade and a provision of high quality building articulation in keeping with the objectives of these design guidelines

Medium Density Residential Typology

The Robb Jetty area provides an important medium density housing area. Leafy streets and small softly landscaped front setbacks will combine to create a comfortable urban setting for contemporary apartment buildings. Future built form will embody a seamless transition from indoor to outdoor, from formal to informal, from exposed to protected. Built form will be respectful of nature and reflect the natural characteristics of the vegetation and landscape within Cockburn Coast.



Figure 12_Medium Density built form typology

Building Setbacks

Design Objective

- I. Building setbacks create intimate streetscapes
- II. Building setbacks accommodate landscaping which slightly widen and softens the streetscape

32

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

Setback	Primary Street (minimum)	Secondary (minimum)	Laneway (minimum)	Public Open Space (minimum)
Levels 1-3	2.0 metres	1.5 metres	Nil	3.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)
Levels 4+	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	3.0 metres	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)

Table 04_ Building Setbacks for medium density residential development

- ii. Buildings shall be setback 3.0 metres from any boundary adjoining public parkland. This setback area shall include space for landscaping and if necessary an outdoor living area. Where additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)
- iii. Projections are permitted within the 3.0 metre setback to public parkland to maximum of 2.0 metres into the setback area

Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- ii. Built form is to address parks, pedestrian access ways and in particular laneways by providing windows, balconies and suitable facade articulation facing these areas. These elevations are to match the design quality of the dwellings primary street elevation
- iii. Balconies are encouraged but shall not run continuously along the facade. Separate individual balconies are appropriate
- iv. The primary frontage shall provide pedestrian access to the major entry (front door) of the building(s)
- v. Corner buildings are to address both frontages through the provision of:
 - a. distinct roof form at corners;



- b. variation in materials and colours; and
- c. varied balcony treatments.

Roof Form

33

Design Objective

- I. The roof form should be designed as a contemporary and integrated architectural structure as befits this unique metropolitan coastal location

Assessment Criteria

- i. Use of skillion roofs and modern materials is actively promoted
- ii. Use of pitched roofs and dark tiles is discouraged
- iii. Lighting or similar features may be used to accentuate the roofscape and provide a positive architectural feature at night
- iv. Flat roofs are acceptable where concealed behind a building parapet.

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. All development shall maintain a minimum floor to floor height of 3.1 metres
- ii. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above
- iii. Where residential dwellings are proposed on the ground floor adjacent to a street or public open space, a grade separation from 0.5 metres to 1.2 metres between the finished floor level of the ground floor and the adjacent street or public open space is encouraged in order to create a visual distinction between the public and private space

Building Height

Design Objective

- I. Building heights will respond to the pedestrian scale, urban character, intended dwelling density, land use mix as well as the natural topography of the area
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Building shall be in accordance with the Building Height Plan (Figure 14)
- ii. Development shall be a minimum of three storeys, with the exception of Lots 235-239 and 247-259 where the minimum height is two storeys as shown in a relevant Local Development Plan. For the purposes of assessing the number of storeys, a loft can be considered as a third storey, provided the building design gives the appearance of three storeys from the primary street frontage
- iii. Single storey development shall not be supported

Building Materials

Design Objective

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast 34
- III. To foster a sense of place through an identifiable character and style of development

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels should also be applied
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. Warm exterior finishes are encouraged through the use of natural materials such as stone, timber, and other such natural products

Open Space

Design Objective

- I. To ensure that development provides an appropriate interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable relationship to the public open space

Fencing

Design Objective

- I. To ensure that fencing does not detract from the function and appearance of the streetscape

Assessment Criteria

- i. The interface between private lots and the public open space may be fenced to a maximum height of 1.2 metres from natural ground level, but must be visually permeable above a height of 1 metre above natural ground level

Landscaping

Design Objective

- I. To ensure an attractive streetscape environment
- II. To aid the sustainability of a building through the provision of permeable surface

Assessment Criteria

- i. The front setback area shall include provision for elements of soft landscaping
- ii. In ground landscaping is preferred over shallow landscaping above basements, particularly in front setback areas which provides the opportunity for tree planting



Figure 13_Typical cross section for medium density built form typology

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2. GENERAL PROVISIONS

2.1 Built Form Requirements

36

Built form should provide a pedestrian scale and define streets and public spaces whilst contributing towards creating an urban presence. The built form will contribute towards the intended streetscape character and typology. Taking cues from the natural assets of the site building height responds to site topography, maximising views to the ocean particularly for residential development.

For private open space, visual privacy, storage for grouped and multiple dwellings requirements refers to the relevant section of the R-Codes. For private open space for single houses refer to the relevant Local Development Plan (LDP) or if not specified in the LDP refer to the City of Cockburn’s Local Planning Policy LPP 1.16 Single House Standards for Medium Density Housing in the Development Zone. Other elements not listed in the relevant LDP or LPP 1.16 shall be assessed as per the Residential Design Codes.

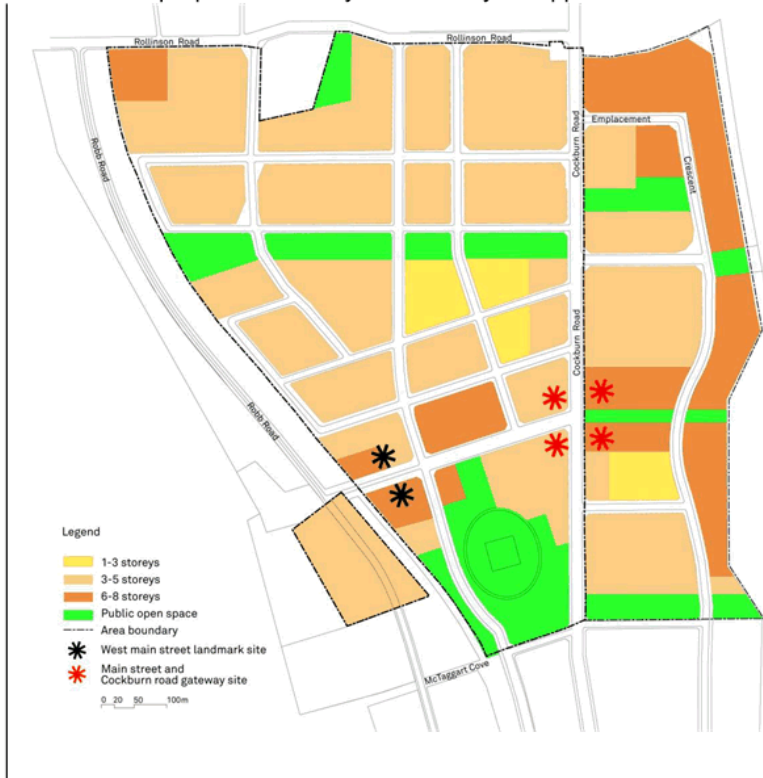
2.1.1 Building Height

Design Objective

- I. Building heights will respond to the pedestrian scale and urban character of Cockburn Coast, intended dwelling density and land use mix as well as the natural topography
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Heights to be in accordance with the typology specific built form requirements and the Building Height Plan below in Figure 14
- ii. The proposed Primary School may be approved with a minimum of two storeys



City of Cockburn Local Planning Policy – Cockburn Coast Design Guidelines



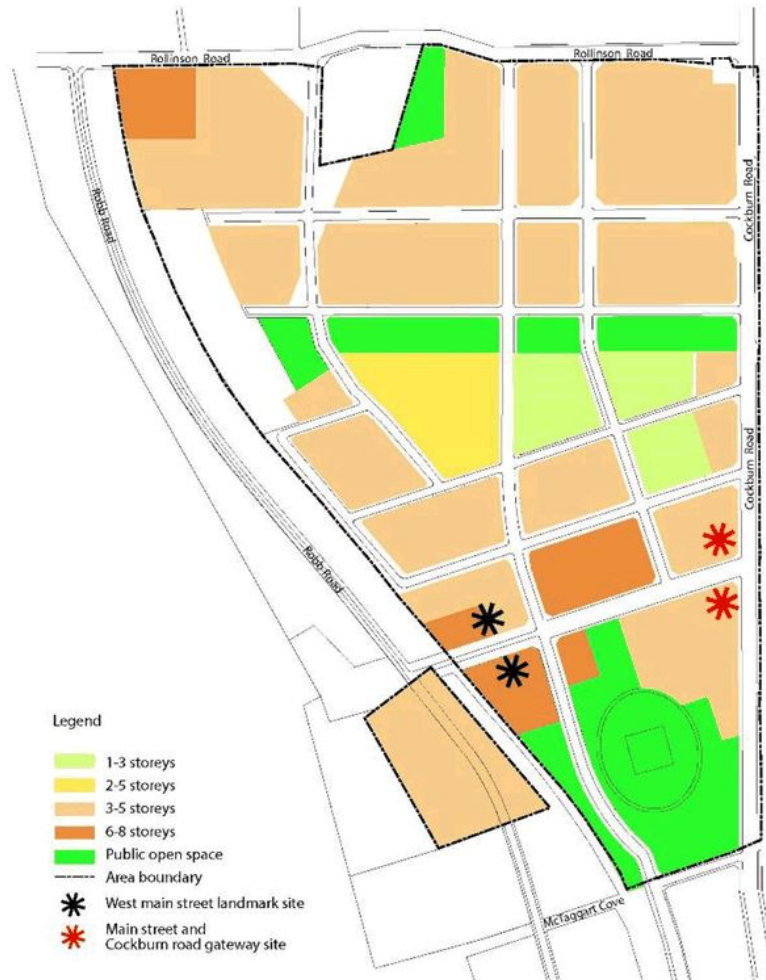


Figure 14_Building Height Plan

2.1.2 Facades

Design Objective

- I. Building facades add significantly to the public realm and its interest. A vibrant and modern design aesthetic for Cockburn Coast will require the provision of visually engaging building exteriors which encourage interaction with the street and passive surveillance of adjacent spaces

38

Assessment Criteria

- i. Fenestration, entrances, balconies and awnings shall be provided in a manner that creates visual cohesiveness, interest and interaction with the public realm
- ii. An exposed parapet or boundary wall must have the same standard of finish as the primary facade. Detailing for permanently exposed blank walls shall include texture, patterns or suitable alternatives to the finish of the wall to address the objective
- iii. External ducting, air conditioners, plants, pipes, lift over-runs, service doors and similar building services must be screened from public view or adjacent property and incorporated into the building at the initial design stage
- iv. Ground floor lobbies shall be clearly delineated, well lit and safe to access
- v. Facade design shall address crime prevention through environmental design (CPTED) principles



Buildings shall provide a break up of bulk and scale through articulated facades



Building facades are to be finished with fine grain architectural elements



2.1.3 Roof Form

Design Objective

- I. The roof form as seen from the street or adjoining sites should be designed to make a contemporary and positive architectural contribution to the streetscape and skyline. Where appropriate the roof form can be designed to enhance the architecture and contribute to creating local landmarks through the use of integrated architectural form and detailing

39

Assessment Criteria

- i. Roof designs must conceal roof plant and equipment including lift over run structures from view from the public realm and street level
- ii. Lighting or similar features may be used to accentuate the roofscape to provide a feature at night
- iii. Flat roofs are acceptable where concealed behind a building parapet
- iv. Flat roof areas that are accessible, concealed behind a building parapet and provide a minimum dimension of 2.4m may be used as an outdoor living area or communal open space, however shall not count towards the private open space area requirement.

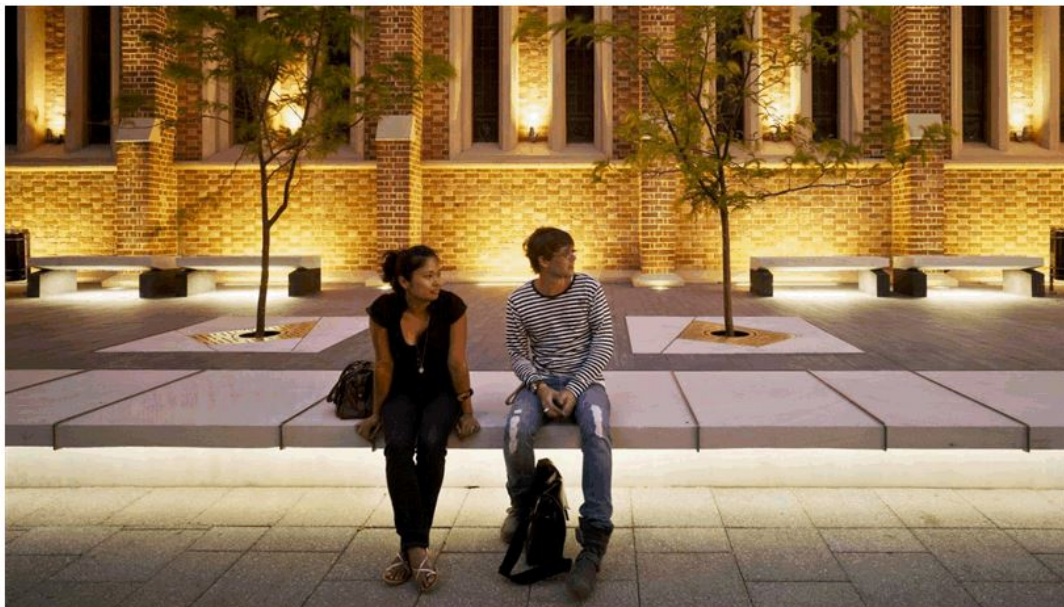
2.1.4 Lighting

Design Objective

- I. To ensure perceived and actual safety for all users of the area is achieved by providing lighting around public spaces that allows for a high degree of visibility of pedestrians at all times

Assessment Criteria

- i. Lighting to be integrated into built form to highlight architectural features
- ii. Ensure inset spaces, access, egress and signage is well lit
- iii. Lighting is to be incorporated into building awnings over the footpath and building entrances



Innovative lighting built into the facade of a building can contribute to an activated and interesting facade

2.1.5 Acoustics and Vibration

Design Objective

- I. To facilitate a sustainable mixed use environment where a variety of land uses can co-exist
- II. To ensure appropriate noise intrusion and noise emission mitigation measures are incorporated into building design and construction and where necessary, building refurbishment

40

Assessment Criteria

- i. Design of Noise sensitive premises must be give consideration to the following:
 - a) the identification of existing/potential environmental noise sources;
 - b) development orientation and layout taking into account the location of existing/potential environmental noise sources;
 - c) the location of bedrooms away from noise sources;
 - d) the location of balconies and windows away from noise sources;
 - e) the use of built form (blade walls, etc) to screen noise sources; and
 - f) the use of building design elements (balcony balustrades, decorative screens, etc) to provide some reduction in noise impact on windows.
- ii. Notifications are required to be applied to the created land title and any subsequent strata titles of any noise sensitive premises pursuant to section 70A of the *Transfer of Land Act 1893*, together with section 165 of the *Planning and Development Act 2005* to inform prospective land owners and residents of the likelihood of higher noise levels associated within the inner city environment
- iii. An acoustic and vibration (as deemed required in the local structure plan) report and associated plans are required detailing compliance with the above design objectives and assessment criteria for noise sensitive and commercial developments. The report is to be prepared by a qualified and experienced acoustic consultant and submitted as part of a DA and should address the requirements of State Planning Policy 5.4 Road and Rail Transport Noise and Freight Considerations in Land Use Planning (and associated guidelines), the City of Cockburn's Local Planning Policy LPP 1.12 Noise Attenuation and Quiet House Design Principles

2.1.6 Active Edges and Street Relationship

Design Objective

- I. The activation of streets and other publicly accessible spaces are fundamental to providing an attractive and safe pedestrian environment throughout Cockburn Coast
- II. All development must be designed to activate streets and laneways. This can be achieved by utilising major openings to residential and commercial land uses, alfresco dining areas, pedestrian shelters and legible building entries to create a vibrant, diverse and safe environment

Assessment Criteria

- i. Passive surveillance of communal areas and public spaces shall be integrated into building design, providing for overlooking of the street, public space and communal open space
- ii. Pedestrian entrances are to be highly visible
- iii. Ground floor non-residential frontages should be designed as shop fronts with no less than 80% of the shop front glazed with clear glass
- iv. Car park entries are to be located appropriately to avoid disruption of the pedestrian experience
- v. Inactive ground floor uses are to be avoided within the Activity Centre and Mixed Use areas particularly on the Robb Jetty Main Street and surrounding the identified landmark development sites

2.1.7 Heritage Considerations

Design Objective

41

- i. Development of site adjacent to a heritage place shall be respectful of the recognised cultural heritage significance; and should not adversely affect the heritage significance

Assessment Criteria

- i. New buildings adjacent to a Heritage Place should conform with the provisions of the City's Heritage Conservation Guidelines policy to ensure that they respect the heritage significance of the place
- ii. Any new work adjacent to a significant tree should not affect the appearance or health of the tree



Ground floor commercial land uses will provide active street edges

City of Cockburn Local Planning Policy – Cockburn Coast Design Guidelines

2.2 Service Infrastructure and Access

Service infrastructure and access arrangements are an important part of allowing development to function effectively. However, these elements can often create unsightly urban environments and therefore appropriate treatment and coordination of these elements is required to make them an integral part of new development

42

2.2.1 Internal Access

Design Objective

- I. Internal access within street blocks to perform as one coordinated and efficient movement network

Assessment Criteria

- i. Internal access ways servicing development to be designed to facilitate adjoining development and where logical allow for reciprocal access arrangements

2.2.2 Parking

Design Objective

- I. Development will encourage and support alternative modes of transport to the car by limiting and screening the provision of car parking on site

Assessment Criteria

- i. Vehicle crossovers for non-residential development are required to be built underneath the building or provide design elements above the crossover to reduce the street impact and pedestrian environment
- ii. Reciprocal use of commercial car parking bays for uses within a comprehensive development with different peak usage requirements (such as restaurants and offices) may be considered
- iii. Residential parking is to be provided in accordance with the City of Cockburn Town Planning Scheme No.3 and the Residential Design Codes of Western Australia.

2.2.3 Parking Location and Access

Design Objective

- I. The number of vehicle crossovers into a development is to be minimised to create a pedestrian friendly environment
- II. Parking is to be located so as minimise the visual impact on the public realm

Assessment Criteria

- i. All on site car parking facilities are to be concealed from public view to ensure car parking does not dominate streetscapes or create conflict with pedestrian and vehicle movement
- ii. Car parking entry is to be subservient to pedestrian entries and shall address street spaces, building returns and recesses
- iii. Where terrace style or single residential lots are proposed vehicle access must be provided at the rear of the dwellings
- iv. Car parking is to be concealed from public view by habitable frontages, or high quality landscaping along minor/secondary streets
- v. Parking facilities should not be visible from public open space
- vi. Where garage doors service only one dwelling they should be no wider than 6 metres

2.2.4 Sleeved Parking

Design Objective

- I. To screen multi storey car parks from the public realm and to provide active frontages to the street

Assessment Criteria

- i. All multi storey car parking structures should be sleeved by development to ensure car parking is screened from view of the public realm
- ii. Sleeve above ground car parking structures with other uses, such as offices, residential and retail
- iii. Where it is not possible for car parking structure to be screened any car parking structures that contain three or more levels must be appropriately designed and screened from adjacent or nearby buildings and the street through the use of innovative wall detailing, decorative screening, patterning and vegetation

43

2.2.5 End of Trip Facilities

Design Objective

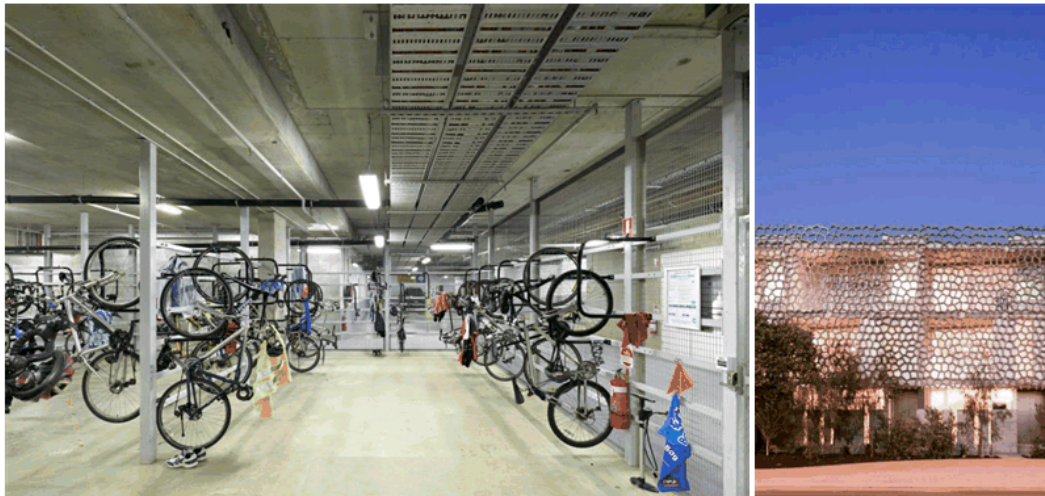
- I. To encourage the use of bicycles, walking and other alternative means of transport to reduce the use of private motor vehicles and contribute to public health

Assessment Criteria

- i. Provision of adequate bicycle and change room facilities. Secure lockers, bicycle storage and showers shall be provided within buildings
- ii. Developments are to be provided with end of trip facilities in accordance with the following table

Commercial	1 Secure bicycle storage per 150m ² of Net Lettable Area (NLA); and
Accessible showers	There must be a minimum of two female and two male showers, located in separate changing rooms, for the first 10 bicycle parking bays. Additional shower facilities to be provided at a rate of one male and one female shower for every 10 bicycle parking bays or part thereof.
Changing facilities	Including secure lockers at 1.5 for each bicycle parking bay.
Visitor Bicycle Storage	A minimum of 1 space per 750m ² of NLA. Located and signed near the main public entrance to the building.
Residential	Bicycle parking facilities for multiple dwellings, short stay accommodation and serviced apartments shall be provided at a minimum of 1 bay per unit.

Table 05_ End of trip facility provision rates



End of trip facilities

Use of screening can minimise the impact of parking structures

2.2.6 Site Services

Design Objective

- I. Services and related elements required for the function of the building shall be appropriately screened or integrated into the building design

Assessment Criteria

- i. Air-conditioning units must not be visible from the streets and laneways
- ii. Service pipes and wired services are to be concealed from public view
- iii. All meters to be contained within development lots to the requirements of the appropriate authorities
- iv. Provide secure and accessible facilities for mail delivery
- v. Commercial utility and waste storage areas are to be screened or located behind buildings and not visible from public view and residential apartments
- vi. Fire booster cabinets and associated infrastructure are to be discretely designed into development and must not dominate any frontage

2.2.7 Sustainability Requirements

Integral to the sustainability of the development will be the provision of affordable housing and facilities to encourage alternative modes of transport to the private car. This will promote a healthy lifestyle that encourages people to actively engage with the urban environment and create a robust and diverse community

2.3.1 Sustainable Travel

Design Objective

- I. To reduce greenhouse gases through the reduction of motorised transport to and from Cockburn Coast and encourage residents and site visitors to improve their physical health through walking, cycling or other physically active forms of transport either solely or in combination with public transport

Assessment Criteria

- i. Demonstrate that pedestrians and cyclists have been prioritised within the development
- ii. Surface finishes of all driveways and pathways to be safe and comfortable for pedestrians and cyclists
- iii. Grade changes between private and public spaces to be complementary and accessible



2.4 Laneways

2.4.1 Residential and Commercial Laneways

Design Objective

45

- I. To create unique and attractive built form and character along laneways through sensitive and innovative design
- II. To encourage activity and interaction between public laneways and adjacent private uses at the ground level
- III. To reinforce the primary function of laneways as key service and vehicle access spaces within the development
- IV. Encourage development to provide highly articulated and well detailed facades that create visual interest, particularly at the lower levels
- V. Encourage development to orientate windows and balconies to overlook lane ways

Assessment Criteria

- i. Residential Laneways
 - a) For lots with a laneway frontage of 8 metres or greater, pedestrian access to the laneway from the lot should be provided
 - b) Buildings are to provide an elevation to the laneway that is articulated and similarly detailed to the front facade
- ii. Commercial Laneways
 - a) Laneways within the activity centre and mixed used zones are encouraged to be activated at ground floor level, but shall not be done so to the detriment to the activation of the primary or streetscape facade of the building
 - b) Buildings shall maintain a nil setback to the laneway for the first three storeys
 - c) The minimum setback above 3 storeys should be a distance equivalent to the width of the lane, unless it can be demonstrated that a lesser setback protects the quality of the pedestrian space at ground level including:
 - a. by maintaining or providing greater access to sunlight;
 - b. by maintaining or providing greater wind protection; and
 - c. by avoiding a sense of enclosed space.
 - d) Buildings are to provide an elevation to the laneway that is articulated and similarly detailed to the front facade
 - e) Development should contain a door which addresses the laneway or is accessed via its own pedestrian access gate



Activated laneways encourage vitality and interaction between public laneways and adjacent private uses

a. Communal Open Space

Design Objective

- I. To provide an adequate area of quality communal open space for multiple dwelling developments which will enhance residential amenity and provide opportunities for soft landscape areas. 46

Assessment Criteria

- i. Communal open space is provided for multiple dwellings at the following rates:
- a) Up to 10 dwellings – no requirement
 - b) 11 to 20 dwellings – 10% of site area
 - c) 21-30 dwellings – 15% of site area
 - d) 31+ dwellings – 20% of site area
- ii. Developments achieve a minimum of 50% direct sunlight to the principal usable part of the primary communal open space for a minimum of two hours between 9am and 3pm on 21 June (mid winter)

2.5 Stage 3 AddendumMixed Residential Typology

47

The Robb Jetty Precinct encourages the exploration of innovative approaches to higher density living, emphasising the need to reflect the Cockburn Coast vision of offering choice and variety of living and working opportunities in a form and density that supports the planned Bus Rapid Transit (BRT) system. The Mixed Residential Typology area addresses the 'missing middle' by offering a range of medium density housing typologies. This Typology area evolved from an intensive, design-led, exploration of ground-breaking urban forms. It is intended that the urban form will be unique in the overall precinct and present a point of difference to development elsewhere in the Cockburn Coast district.

In addition to mid-rise apartment living around the western and southern edges, the area will feature a diverse mix of high quality compact single housing options, around a public realm design that blurs the lines between streets and open space. Streets will be designed with visual amenity, landscape and pedestrian movement assuming equal importance to the private vehicle. As a compact, high-density area the built form will be close, special setbacks will apply, and the relationship between private living space and public open space (POS) will be strong.

As a special precinct, the City is prepared to vary some requirements of the Robb Jetty Local Structure Plan (LSP), to facilitate the exploration of creative ideas, on the basis that planning for the area will undergo a rigorous process of consultative, design-led enquiry, including but not limited to, the following steps:

1. Vision definition, explaining how the precinct will differ from other precincts in the Robb Jetty LSP area;
2. An integrated design process, involving qualified architects, landscape architects, urban designers, and civil engineers;
3. Independent design input or peer review from an independent expert in urban design or architecture, such input to be formally documented;
4. Regular engagement with technical staff from the City of Cockburn and Department of Lands, Planning and Heritage, in the form of workshops and briefings, from the initial formation of a design vision to completion of a masterplan concept;
5. Preparation of a masterplan which illustrates a cohesive design that blends the built form, movement systems, open space and servicing, including, but not limited to, the following key elements:
 - a) An overall urban form - in terms of dwelling styles, streets and open space – that displays a unique innovation precinct to address the 'missing middle' and provide a range of living choices that will present a new living choice to the precinct;
 - b) Illustration of proposed dwelling forms, building height and massing;
 - c) Demonstration that the dwelling yield identified in the Robb Jetty LSP is maintained;
 - d) Demonstration that the plan will offer a community benefit outcome equal to, or better than, the urban pattern envisaged under the Robb Jetty LSP;
 - e) Demonstration that the plan will not compromise the planned function or amenity of adjoining typology areas; and

- f) An implementation strategy that ensures the public realm design will be developed in accordance with the plan and that the built form will be delivered in an orderly and progressive manner.

It is also required that any development application in the Mixed Residential Typology area is to be considered by the Design Review Panel (DRP) and written endorsement provided prior to formal consideration by the City of Cockburn.

48



Figure 15 Mixed Residential built form typology

Building Setbacks

Design Objective

- I. Building setbacks frame streetscapes and public open spaces
- II. Building setbacks accommodate landscaping which slightly widens and softens the streetscape

Assessment Criteria

- i. Building setbacks are to be in accordance with the following table

<u>Setback</u>	<u>Primary Street (minimum)</u>	<u>Secondary (minimum)</u>	<u>Laneway (minimum)</u>	<u>Public Open Space – Northern Drainage Swale (minimum)</u>	<u>Public Open Space – Central Spine (minimum)</u>
<u>Levels 1-3</u>	<u>3.0 metres</u>	<u>Nil</u>	<u>Nil</u>	<u>3.0 metres to</u>	<u>2.0 metres to wall</u>



				wall and 2.0 metres to balconies (cantilevered/light weight only)	and nil to balconies (cantilevered/light weight only)
Levels 4+	5.0 metres to wall and 2.0 metres to balconies (cantilevered / light weight only)	3.0 metres to wall and 2.0 metres to balconies (cantilevered / light weight only)	3.0 metres	5.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)	4.0 metres to wall and 2.0 metres to balconies (cantilevered/light weight only)

Table 05 Building Setbacks for mixed residential development

- ii. Buildings shall be setback from any boundary adjoining public parkland as specified in the above table. This setback area shall include space for landscaping, and if necessary, an outdoor living area. Where an additional outdoor living area is to be provided, the additional outdoor living area shall be absorbed into the building space (i.e. building shall cantilever over the outdoor living area)

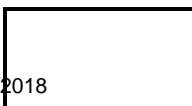
Building Articulation

Design Objective

- I. To ensure that building facades add positively to the public realm and its interest. Building articulation will encourage interaction with the street and passive surveillance of adjacent spaces
- II. To promote a pedestrian scale of buildings at street level
- III. The building design shall demonstrate an appropriate level of articulation to avoid building bulk appearing excessive
- IV. Building articulation will express a vibrant and modern design aesthetic

Assessment Criteria

- i. Permanent blank walls are not permitted to any street frontage. Major openings are required to provide for surveillance and interaction with the public realm
- ii. The facade detail may be simplified on loading areas, parapet walls and walls to 'back of house' areas
- iii. Built form is to address parks, pedestrian access ways and in particular laneways by providing windows, balconies or suitable facade articulation facing these areas. These elevations are to match the design quality of the dwellings primary street elevation



- iv. Corner buildings are to address both frontages through the provision of:
 - a. distinct building form at corners;
 - b. variation in materials and colours; and
 - c. varied balcony treatments

50

Roof Form

Design Objective

- I. The roof form should be designed as a contemporary and integrated architectural structure as befits this unique metropolitan coastal location

Assessment Criteria

- i. Use of skillion roofs and modern materials is actively promoted
- ii. Use of dark tiles is discouraged
- iii. Lighting or similar features may be used to accentuate the roofscape and provide a positive architectural feature at night
- iv. Flat roofs are acceptable where concealed behind a building parapet

Building Levels

Design Objective

- I. To ensure development maintains a positive relationship with the street such that pedestrian movement, sight lines and streetscape character are maximised
- II. To allow for the safe use of ceiling fans for cooling

Assessment Criteria

- i. All development shall maintain a minimum floor to floor height of 3.1 metres
- ii. All development is to achieve a minimum finished floor level of +3.8AHD to ensure development takes into account coastal erosion and accretion patterns. Non habitable rooms and the provision of basement parking are exempt from the finished floor level stated above
- iii. Where residential apartments are proposed on the ground floor adjacent to a street or public open space, a grade separation from 0.5 metres to 1.2 metres between the finished floor level of the ground floor and the adjacent street or public open space is encouraged in order to create a visual distinction between the public and private space
- iv. Where single dwellings are proposed on the ground floor adjacent to a street or public open space, a transition between the public and private realm is encouraged to create a visual distinction,

Building Height

Design Objective

- I. Building heights will respond to the pedestrian scale, urban character, intended dwelling density, land use mix as well as the natural topography of the area
- II. The built form of an area shall provide a pedestrian scaled street interface with taller upper floors setback from the street alignment
- III. The built form shall minimise overshadowing to adjacent streets and public spaces

Assessment Criteria

- i. Development shall be in accordance with the Building Height Plan (Figure 14)
- ii. A Local Development Plan shall be prepared to stipulate more specific height limits for designated sites within the area

Building Materials**Design Objective**

- I. To encourage a style of development that is consistent with the coastal location
- II. To provide for a consistency in the standard of finish and materials throughout Cockburn Coast
- III. To foster a sense of place through an identifiable character and style of development

51

Assessment Criteria

- i. Extensive use of concrete tilt panels is discouraged. Where concrete tilt panels are used, they shall be integrally coloured (colour tinted concrete)
- ii. Moulded textures imprinted in the external surfaces of any concrete panels are encouraged
- iii. Painted finishes and rendered textures over concrete panels are not permitted
- iv. The use of natural materials such as stone, timber and other such natural products is encouraged in both interior and exterior finishes

Open Space**Design Objective**

- I. To ensure that development provides an appropriate interface with the public open space
- II. To maximise the potential for passive surveillance

Assessment Criteria

- i. Where an area of public open space is provided the surrounding development must address the open space by maximising passive surveillance from habitable rooms; buildings must front onto the open space through placement of doors, windows and balconies to create a safe and comfortable pedestrian environment

Fencing**Design Objective**

- I. To ensure that the provision of fencing does not detract from the function and appearance of the public realm

Assessment Criteria

- i. The interface between private lots and the public open space may be fenced to a maximum height of 1.2 metres from natural ground level, but must be visually permeable above a height of 1.0 metre above natural ground level
- ii. For apartment development, fencing shall generally not be permitted in the primary or secondary street setback areas

Access and Parking**Design Objective**

- I. The design and location of vehicle crossovers should minimise the impact on the pedestrian amenity of the street environment
- II. Provide sufficient visitor parking for the proposed development precinct
- III. Promote street design that creates a shared environment for pedestrian, cyclists and vehicle movement

Assessment Criteria

- i. Open carports are permitted for terrace style or single dwellings where it is considered to improve streetscape character and surveillance, provided that storage and drying areas are suitably screened from public view
- ii. Tandem parking will be permitted where two or more parking bays are provided for the exclusive use of the same dwelling

- iii. Car park entries, driveway crossovers, service areas and bin refuse collection points should be constructed from materials consistent with the road pavement and landscape design treatments of the of the adjacent street
- iv. Where terrace style or single residential lots are proposed the required visitor parking provision shall be located in streets that are immediately adjacent, or in close proximity, to the development

52

Waste Management

Design Objective

- I. Services required for the function of all proposed development shall be appropriately considered

Assessment Criteria

- iv. Building design shall demonstrate compliance with an approved integrated Waste Management Strategy or as otherwise approved by the City
- v. Rubbish bin storage areas shall be integrated into the development and located to minimise the impact on adjoining residences and the public realm

Landscaping

Design Objective

- I. To ensure an attractive streetscape environment
- II. To aid the sustainability of a building through the provision of permeable surface

Assessment Criteria

- i. The front setback area shall include provision for elements of soft landscaping
- ii. In ground landscaping is preferred over shallow landscaping above basements
- iii. Paving that is contiguous with foot paths and other paving in the public realm shall be of the same style and materials, matching exactly wherever possible

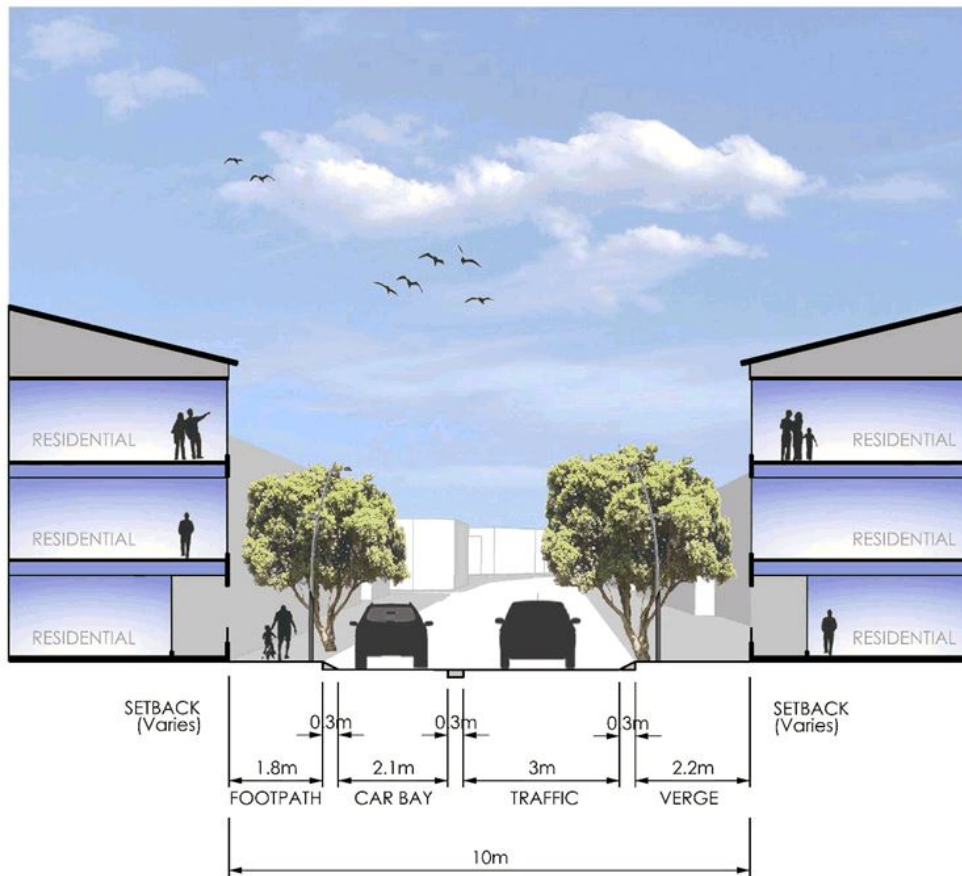


Figure 16 Typical cross section of Mixed Residential adjoining road



Mixed Residential Development showing the use of natural materials in the facade and a provision of high quality building articulation in keeping with the objectives of these design guidelines



The Shoreline Mixed Residential Precinct

A comprehensively designed special urban precinct consisting of a diverse range of innovative housing choices, set in a creative public realm design, prioritising pedestrian activity and safety.

Key Features include:

- A** Apartment development of 3-5 storeys achieving a gateway function for this key amenity location.
- B** Terrace homes of 3 storeys designed as a consolidated development achieving a contemporary appearance.
- C** Terrace homes of 2 storeys to offer a more intimate character for this open space whilst achieving active edges and passive surveillance of the public realm.
- D** Apartment development framing to Bennett Avenue of 3-5 storeys maintaining original site aspirations and interface to future adjacent high-density development.
- E** Pedestrian prioritised shared space zones (mews) with soft landscaping relief.
- F** High quality landscaped slow speed local access streets achieving vehicle, pedestrian and parking demands in an integrated manner.
- G** Central public open space spine providing passive recreational benefits and connectivity with the wider public open space network.
- H** Highly connected vehicle network provides functionality for residents and service vehicles.



Indicative Massing Model - South-East View



Indicative Massing Model – North-West View



**14.5 (2018/MINUTE NO 0031) PROPOSED SCHEME AMENDMENT -
MODIFICATION TO LAND USE DEFINITIONS**

Author(s)	R Pleasant
Attachments	N/A
Location	N/A
Owner	N/A
Applicant	N/A
Application Reference	110/126

RECOMMENDATION

That Council:

- (1) in pursuance of Section 75 of the Planning and Development Act 2005 amend in the form of a Basic Amendment City of Cockburn Town Planning Scheme No. 3 ("Scheme") for the following purposes:
 1. Modify the Scheme Text *Part 6, 2. Land use definitions* by replacing the Showroom definition with the Model Provision definition – 'Bulky Goods Showroom' as follows –

Bulky Goods Showroom means premises —

 - (a) *used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —*
 - (i) *automotive parts and accessories;*
 - (ii) *camping, outdoor and recreation goods;*
 - (iii) *electric light fittings;*
 - (iv) *animal supplies including equestrian and pet goods;*
 - (v) *floor and window coverings;*
 - (vi) *furniture, bedding, furnishings, fabrics, Manchester and homewares;*
 - (vii) *household appliances, electrical goods and home entertainment goods;*
 - (viii) *party supplies;*
 - (ix) *office equipment and supplies;*
 - (x) *babies' and children's' goods, including play equipment and accessories;*
 - (xi) *sporting, cycling, leisure, fitness goods and accessories;*
 - (xii) *swimming pools;*



and

(b) used to sell by retail goods and accessories by retail if-

(i) a large area is required for the handling, display or storage of the goods; or

(ii) vehicular access is required to the premises for the purpose of collection of purchased goods;

2. Modify the Scheme Text by replacing the term 'Showroom' where used throughout, with 'Bulky Goods Showroom'.
3. Modify the Scheme text *Part 6, 2. Land use definitions* by replacing the following land use definition meanings with the Model Provision definition equivalent:
 - (a) 'Agriculture – extensive'
 - (b) 'Agriculture — intensive'
 - (c) 'Amusement parlour'
 - (d) 'Animal husbandry – intensive'
 - (e) 'Betting agency'
 - (f) 'Bed and breakfast'
 - (g) 'Child care premises'
 - (h) 'Commercial vehicle parking'
 - (i) 'Consulting rooms'
 - (j) 'Family day care'
 - (k) 'Fuel depot'
 - (l) 'Funeral parlour'
 - (m) 'Home business'
 - (n) 'Home occupation'
 - (o) 'Home office'
 - (p) 'Home store'
 - (q) 'Hospital'
 - (r) 'Industry' (and move 'Industry' definition to the "General definitions" section of the Scheme text)
 - (s) 'Industry — extractive'
 - (t) 'Industry — light'
 - (u) 'Medical centre'



- (v) 'Nightclub'
 - (w) 'Restaurant'
 - (x) 'Restricted premises'
 - (y) 'Shop'
 - (z) 'Small bar'
 - (aa) 'Tavern'
 - (bb) 'Transport depot'
- (2) upon preparation of amending documents refer it to the Western Australian Planning Commission for the endorsement of final approval by the Hon. Minister for Planning.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

Following the gazettal of the *Planning and Development (Local Planning Schemes) Regulations 2015* (the Regulations) the City amended Town Planning Scheme 3 to reorganise it to deal with the new Deemed Provisions.

In seeing how these Deemed Provisions have been operating, the opportunity exists to look to introduce some Model Provision land use definitions, in order to maintain the currency and useability of the current Scheme. This is important while the City continues its preparation of its new Local Planning Strategy and Scheme.

This amendment constitutes a basic amendment, and is recommended for adoption by Council.

Submission

N/A

Report

Scheme amendment 126 proposes the following changes to the Scheme text of which relate to the adoption of a "Bulky Goods Showroom" to replace the "Showroom" definition. The remaining amendments to land uses are also recommended to provide consistency with the model provision definitions that were introduced under the Local Planning Scheme Regulations. The changes represent



a basic amendment and are not expected to provide any adverse impacts or secondary considerations. The table below describes the proposed amendments, the current Scheme definitions and the expected implications for each modification.

Proposed amendment	Current TPS3 definition	Implications
<p>Replace the “Showroom” definition with – <i>“Bulky goods showroom” - means premises —</i></p> <p>(a) <i>used to sell by retail any of the goods and accessories of the following types that are principally used for domestic purposes —</i></p> <p>(i) <i>automotive parts and accessories;</i></p> <p>(ii) <i>camping, outdoor and recreation goods;</i></p> <p>(iii) <i>electric light fittings;</i></p> <p>(iv) <i>animal supplies including equestrian and pet goods;</i></p> <p>(v) <i>floor and window coverings;</i></p> <p>(vi) <i>furniture, bedding, furnishings, fabrics, Manchester and homewares;</i></p> <p>(vii) <i>household appliances, electrical goods and home entertainment goods;</i></p> <p>(viii) <i>party supplies;</i></p> <p>(ix) <i>office equipment and supplies;</i></p> <p>(x) <i>babies’ and children’s’ goods, including play equipment and accessories;</i></p> <p>(xi) <i>sporting, cycling, leisure, fitness goods and accessories;</i></p> <p>(xii) <i>swimming pools;</i></p> <p>And</p> <p>(b) <i>used to sell by retail goods and accessories by retail if —</i></p> <p>(i) <i>a large area is required for the handling, display or storage of the goods;</i> or</p> <p>(ii) <i>vehicular access is required to the premises for the purpose of collection of purchased goods;</i></p>	<p><i>Showroom - means premises used to display, sell by wholesale or retail, or hire, automotive parts and accessories, camping equipment, electrical light fittings, equestrian supplies, floor coverings, furnishings, furniture, household appliances, party supplies, swimming pools or goods of a bulky nature.</i></p>	<p>The City’s Local Commercial and Activity Centre Strategy (2012) highlights the need to recognise large format retail bulky goods showrooms as a land use in their own right. Noting the rise of, and effects of, large format buildings that require large amount of car parking. Of particular concern for the City is ameliorating negative effects for activity centres and out of centre locations. Large format bulky goods showrooms can create concern for activity centre performance as a result of -</p> <ul style="list-style-type: none"> • Built form outcomes associated with large format boxes surrounded by large amounts of car parking – in conflict with aspirations for walkable and attractive urban centres; • Additional traffic volume due to the increase in single purpose car trips, and; • The large area required of which is otherwise set aside within activity centres for daily and weekly shopping needs for residents within the surrounding catchments. <p>Conversely planning for bulky goods needs to consider the impacts in out of centre locations including what is considered a bulky goods showroom – noting for example that smaller scale retail uses are not appropriate in out of centre locations given the negative impact this can have on existing centres and increasing traffic near locations that are not services by public transport. In the absence of a “Bulky goods showroom” definition the City currently utilises the “Showroom” definition to assess proposals of a bulky nature. This definition requires amending to provide greater clarity on what is</p>

Proposed amendment	Current TPS3 definition	Implications
		<p>considered a “bulky goods showroom” and what is considered a “Shop”. The current “Showroom” definition is not sufficiently clear on this point and as a result there is scope for smaller scale retail uses to be considered under this definition. The “<i>Bulky goods showroom</i>” definition is expected to assist with a clear understanding of what is considered “bulky goods” however does not reduce the intended scope of the current “Showroom” definition within the City’s TPS3, rather noting the addition of -</p> <ul style="list-style-type: none"> (ix) <i>office equipment and supplies;</i> (x) <i>babies’ and children’s’ goods, including play equipment and accessories,</i> (xi) <i>sporting, cycling, leisure, fitness goods and accessories;</i>. Importantly it includes further clarification of the requirement for uses to also require a large area for the handling, display or storage of the goods; or vehicular access is required to the premises for the purpose of collection of purchased goods. <p>It is noted that a full review of bulky goods including a review of permissibility’s within various zones will occur comprehensively within the emerging work being undertaken for the City’s new Local Planning Strategy and Town Planning Scheme. The definition adopts the standard Model Provision definition within the Regulations however notably includes a small adjustment to address an administrative error currently being rectified by the WAPC. The error relates to the provision of an “and” instead of an “or” following “(xii) <i>swimming pools;</i>”</p> <p>This amendment will require minor administrative changes to the scheme text to replace all “showroom” references with “Bulky goods showroom”.</p>



Proposed amendment	Current TPS3 definition	Implications
Replace the “Agriculture – extensive” definition with – <i>means premises used for the raising of stock or crops including outbuildings and earthworks, but does not include agriculture — intensive or animal husbandry — intensive;</i>	<i>means premises used for the raising of stock or crops but does not include agriculture - intensive or animal husbandry - intensive.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Agriculture — intensive” definition with – <i>means premises used for commercial production purposes, including outbuildings and earthworks, associated with any of the following —</i> (a) <i>the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;</i> (b) <i>the establishment and operation of plant or fruit nurseries;</i> (c) <i>the development of land for irrigated fodder production or irrigated pasture (including turf farms);</i> (d) <i>aquaculture;</i>	<i>means premises used for trade or commercial purposes, including outbuildings and earthworks, associated with the following -</i> (a) <i>the production of grapes, vegetables, flowers, exotic or native plants, or fruit or nuts;</i> (b) <i>the establishment and operation of plant or fruit nurseries;</i> (c) <i>the development of land for irrigated fodder production or irrigated pasture (including turf farms); or</i> (d) <i>aquaculture, whereby any fish farming operation for which a fish farm licence issued pursuant to the provisions of Part V of the Fisheries Act 1905 (as amended) and the Fisheries Regulations 1938 (as amended) is required.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Amusement parlour” definition with – <i>means premises —</i> (a) <i>that are open to the public; and</i> (b) <i>that are used predominantly for amusement by means of amusement machines including computers; and</i> (c) <i>where there are 2 or more amusement machines;</i>	<i>means premises open to the public, where the predominant use is for amusement by means of amusement machines and where there are more than 2 amusement machines operating within the premises.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Animal husbandry - intensive” definition with – <i>means premises used for</i>	<i>keeping, rearing or fattening of pigs, poultry</i>	Recommended to provide consistency with the model provision definition.



Proposed amendment	Current TPS3 definition	Implications
<i>keeping, rearing or fattening of pigs, poultry (for either egg or meat production), rabbits (for either meat or fur production) or other livestock in feedlots, sheds or rotational pens;</i>	<i>(for either egg or meat production), rabbits (for either meat or fur production) and other livestock in feedlots.</i>	A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text
Replace the “Bed and breakfast” definition with – <i>means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short-term commercial basis and includes the provision of breakfast;</i>	<i>means a dwelling, used by a resident of the dwelling, to provide accommodation for persons away from their normal place of residence on a short-term commercial basis and includes the provision of breakfast.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text
Replace the “Betting agency” definition with – <i>means an office or totalisator agency established under the Racing and Wagering Western Australia Act 2003;</i>	<i>means an office or totalisator agency established under the Totalisator Agency Board Betting Act 1960.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text
Replace the “Child care premises” definition with – <i>means premises where — (a) an education and care service as defined in the Education and Care Services National Law (Western Australia) section 5(1), other than a family day care service as defined in that section, is provided; or (b) a child care service as defined in the Child Care Services Act 2007 section 4 is provided;</i>	<i>has the same meaning as in the Community Services (Child Care) Regulations 1988.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Commercial vehicle parking” definition with – <i>means premises used for parking of one or 2 commercial vehicles but does not include — (a) any part of a public road used for parking or for a taxi rank; or (b) parking of commercial vehicles incidental to the predominant use of the land;</i>	<i>means the parking of any vehicle used or intended to be used in the course of a business or trade which has a tare weight of 3.5 tonnes or more.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Consulting rooms” definition with – <i>means premises used by no more than 2 health practitioners at the same time for the investigation or treatment of human injuries or ailments and</i>	<i>means premises used by no more than 2 health consultants for the investigation or treatment of human injuries or ailments and for general outpatient care.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further



Proposed amendment	Current TPS3 definition	Implications
<i>for general outpatient care;</i>		amendment to the scheme text.
Replace the “Family day care” definition with – <i>means premises where a family day care service as defined in the Education and Care Services National Law (Western Australia) is provided;</i>	<i>means premises used to provide family day care within the meaning of the Community Services (Child Care) Regulations 1988.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Fuel depot” definition with – <i>means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel but does not include premises used-</i> (a) <i>as a service station; or</i> (b) <i>for the sale of fuel by retail into a vehicle for use by the vehicle;</i>	<i>means premises used for the storage and sale in bulk of solid or liquid or gaseous fuel, but does not include a petrol filling station or service station and specifically excludes the sale by retail into a vehicle for final use of such fuel from the premises.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Funeral parlour” definition with – <i>means premises used —</i> (a) <i>to prepare and store bodies for burial or cremation;</i> (b) <i>to conduct funeral services;</i>	<i>means premises used to prepare and store bodies for burial or cremation.</i>	Noting the addition of “to conduct funeral services” car parking impacts will be a relevant consideration at development assessment. The City does not have a parking rate for this use, therefore would be treated on merit. Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Home business” definition with – <i>means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out a business, service or profession if the carrying out of the business, service or profession-</i> (a) <i>does not involve employing more than 2 people who are not members of the occupier’s household; and</i> (b) <i>will not cause injury to or adversely affect the amenity of the neighbourhood; and</i> (c) <i>does not occupy an area greater than 50 m2; and</i>	<i>means a business, service or profession carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which –</i> (a) <i>does not employ more than 2 people not members of the occupier’s household;</i> (b) <i>will not cause injury to or adversely affect the amenity of the neighbourhood;</i> (c) <i>does not occupy an area greater than 50 square metres;</i> (d) <i>does not involve the retail sale, display or</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.



Proposed amendment	Current TPS3 definition	Implications
<p>(d) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and</p> <p>(e) does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood; and</p> <p>(f) does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and</p> <p>(g) does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;</p>	<p>hire of goods of any nature;</p> <p>(e) in relation to vehicles and parking, does not result in traffic difficulties as a result of the inadequacy of parking or an increase in traffic volumes in the neighbourhood, and does not involve the presence, use or calling of a vehicle more than 3.5 tonnes tare weight; and</p> <p>(f) does not involve the use of an essential service of greater capacity than normally required in the zone.</p>	
<p>Replace the “Home occupation” definition with – <i>means a dwelling or land around a dwelling used by an occupier of the dwelling to carry out an occupation if the carrying out of the occupation that –</i></p> <p>(a) does not involve employing a person who is not a member of the occupier’s household; and</p> <p>(b) will not cause injury to or adversely affect the amenity of the neighbourhood; and</p> <p>(c) does not occupy an area greater than 20 m²; and</p> <p>(d) does not involve the display on the premises of a sign with an area exceeding 0.2 m²; and</p> <p>(e) does not involve the retail sale, display or hire of any goods unless the sale, display or hire is done only by means of the Internet; and</p> <p>(f) does not –</p> <p>(i) require a greater number of parking spaces than normally required for a single dwelling; or</p> <p>(ii) result in an increase in traffic volume in the</p>	<p><i>means an occupation carried out in a dwelling or on land around a dwelling by an occupier of the dwelling which -</i></p> <p>(a) does not employ any person not a member of the occupier’s household;</p> <p>(b) will not cause injury to or adversely affect the amenity of the neighbourhood;</p> <p>(c) does not occupy an area greater than 20 square metres;</p> <p>(d) does not display a sign exceeding 0.2 square metres;</p> <p>(e) does not involve the retail sale, display or hire of goods of any nature;</p> <p>(f) in relation to vehicles and parking, does not result in the requirement for a greater number of parking facilities than normally required for a single dwelling or an increase in traffic volume in the</p>	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>



Proposed amendment	Current TPS3 definition	Implications
<p><i>neighbourhood; and</i></p> <p>(g) <i>does not involve the presence, use or calling of a vehicle of more than 4.5 tonnes tare weight; and</i></p> <p>(h) <i>does not include provision for the fuelling, repair or maintenance of motor vehicles;</i></p> <p>And</p> <p>(i) <i>does not involve the use of an essential service that is greater than the use normally required in the zone in which the dwelling is located;</i></p>	<p><i>neighbourhood, does not involve the presence, use or calling of a vehicle more than 2 tonnes tare weight, and does not include provision for the fuelling, repair or maintenance of motor vehicles; and</i></p> <p>(g) <i>does not involve the use of an essential service of greater capacity than normally required in the zone.</i></p>	
<p>Replace the “Home office” definition with –</p> <p><i>means a dwelling used by an occupier of the dwelling to carry out a home occupation if the carrying out of the occupation —</i></p> <p>(a) <i>is solely within the dwelling; and</i></p> <p>(b) <i>does not entail clients or customers travelling to and from the dwelling; and</i></p> <p>(c) <i>does not involve the display of a sign on the premises; and</i></p> <p>(d) <i>does not require any change to the external appearance of the dwelling;</i></p>	<p><i>means a home occupation limited to a business carried out solely within a dwelling by a resident of the dwelling but which does not -</i></p> <p>(a) <i>entail clients or customers travelling to and from the dwelling;</i></p> <p>(b) <i>involve any advertising signs on the premises; or</i></p> <p>(c) <i>require any external change to the appearance of the dwelling.</i></p>	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>
<p>Replace the “Home store” definition with –</p> <p><i>means a shop attached to a dwelling that —</i></p> <p>(a) <i>has a net lettable area not exceeding 100 m²; and</i></p> <p>(b) <i>is operated by a person residing in the dwelling;</i></p>	<p><i>means any shop with a net lettable area not exceeding 100 square metres attached to a dwelling and which is operated by a person resident in the dwelling.</i></p>	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>
<p>Replace the “Hospital” definition with –</p> <p><i>means premises that are a hospital within the meaning given in the Health Services Act 2016 section 8(4);</i></p>	<p><i>means premises in which persons are admitted and lodged for medical treatment or care and includes a maternity hospital.</i></p>	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>
<p>Move the “Industry” definition to the “General definitions” section of the Scheme and replace the definition with –</p> <p><i>means premises used for the manufacture, dismantling,</i></p>	<p><i>means premises used for the manufacture, dismantling, processing, assembly, testing, servicing, maintenance or repairing of goods or</i></p>	<p>This definition is not an identified land use within Table 1 and is currently used to identify what is considered Industry. Therefore the definition should be moved to the General definitions section of</p>



Proposed amendment	Current TPS3 definition	Implications
<p><i>processing, assembly, treating, testing, servicing, maintenance or repairing of goods, products, articles, materials or substances and includes facilities on the premises for any of the following purposes –</i></p> <ul style="list-style-type: none"> <i>(a) the storage of goods;</i> <i>(b) the work of administration or accounting;</i> <i>(c) the selling of goods by wholesale or retail;</i> <i>(d) the provision of amenities for employees;</i> <i>(e) incidental purposes;</i> 	<p><i>products on the same land used for-</i></p> <ul style="list-style-type: none"> <i>(a) the storage of goods;</i> <i>(b) the work of administration or accounting;</i> <i>(c) the selling of goods by wholesale or retail; or</i> <i>(d) the provision of amenities for employees.</i> 	<p>the Scheme. Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>
<p>Replace the “Industry — extractive” definition with – <i>means premises, other than premises used for mining operations, that are used for the extraction of basic raw materials including by means of ripping, blasting or dredging and may include facilities for any of the following purposes –</i></p> <ul style="list-style-type: none"> <i>(a) the processing of raw materials including crushing, screening, washing, blending or grading;</i> <i>(b) activities associated with the extraction of basic raw materials including wastewater treatment, storage, rehabilitation, loading, transportation, maintenance and administration.</i> 	<p><i>means an industry which involves the extraction, quarrying or removal of sand, gravel, clay, hard rock, stone or similar material from the land and includes the treatment and storage of those materials, or the manufacture of products from those materials on, or adjacent to, the land from which the materials are extracted, but does not include industry - mining.</i></p>	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>
<p>Replace the “Industry — light” definition with – <i>means premises used for an industry where impacts on the amenity of the area in which the premises is located can be mitigated, avoided or managed;</i></p>	<p><i>means an industry -</i></p> <ul style="list-style-type: none"> <i>(a) in which the processes carried on, the machinery used, and the goods and commodities carried to and from the premises do not cause any injury to or adversely affect the amenity of the locality;</i> <i>(b) the establishment or conduct of which does not, or will not, impose an undue load on any existing or proposed service for the supply or provision of essential services.</i> 	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.</p>
<p>Replace the “Medical centre” definition with – <i>means premises other than a hospital used by 3 or more health practitioners at the same</i></p>	<p><i>means premises, other than a hospital, used by one or more health consultant(s) for the investigation or treatment</i></p>	<p>Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or</p>



Proposed amendment	Current TPS3 definition	Implications
<i>time for the investigation or treatment of human injuries or ailments and for general outpatient care;</i>	<i>of human injuries or ailments and for general outpatient care (including preventative care, diagnosis, medical and surgical treatment, and counselling).</i>	secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Nightclub” definition with - <i>means premises the subject of a nightclub licence granted under the Liquor Control Act 1988;</i>	<i>means premises -</i> (a) <i>used for entertainment with or without eating facilities; and</i> (b) <i>licensed under the Liquor Licensing Act 1988.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Restaurant” definition with <i>Restaurant/café</i> - <i>means premises primarily used for the preparation, sale and serving of food and drinks for consumption on the premises by customers for whom seating is provided, including premises that are licenced under the Liquor Control Act 1988;</i>	<i>means premises where the predominant use is the sale and consumption of food and drinks on the premises and where seating is provided for patrons, and includes a restaurant licensed under the Liquor Licensing Act 1988.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Restricted premises” definition with – <i>means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of —</i> (a) <i>publications that are classified as restricted under the Classification (Publications, Films and Computer Games) Act 1995 (Commonwealth); or</i> (b) <i>materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity; or</i> (c) <i>smoking-related implements;</i>	<i>means premises used for the sale by retail or wholesale, or the offer for hire, loan or exchange, or the exhibition, display or delivery of -</i> (a) <i>publications that are classified as restricted under the Censorship Act 1996;</i> (b) <i>materials, compounds, preparations or articles which are used or intended to be used primarily in or in connection with any form of sexual behaviour or activity.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Shop” definition with - <i>means premises other than a bulky goods showroom, a liquor store — large or a liquor store — small used to sell goods by retail, to hire goods, or to provide services of a personal nature, including hairdressing or beauty therapy services;</i>	<i>means premises used to sell goods by retail, hire goods, or provide services of a personal nature (including a hairdresser or beauty therapist) but does not include a showroom, fast food outlet, bank, farm supply centre, garden centre, hardware store, liquor store and nursery.</i>	The land uses described in the TPS3 definition and excluded from the MST definition are addressed separately under existing land use definitions within TPS3. Therefore do not require listing again under this definition. Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or



Proposed amendment	Current TPS3 definition	Implications
		secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Small bar” definition with – <i>means premises the subject of a small bar licence granted under the Liquor Control Act 1988;</i>	<i>means premises licensed as a small bar under the Liquor Control Act 1988 and used to sell liquor for consumption on the premises, but not including the sale of packaged; and with the number of persons who may be on the licensed premises limited to a maximum of 120.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Tavern” definition with – <i>means premises the subject of a tavern licence granted under the Liquor Control Act 1988;</i>	<i>means premises licensed as a tavern under the Liquor Control Act 1988 and used to sell liquor for consumption on the premises.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Transport depot” definition with – <i>means premises used primarily for the parking or garaging of 3 or more commercial vehicles including –</i> <i>(a) any ancillary maintenance or refuelling of those vehicles; and</i> <i>(b) any ancillary storage of goods brought to the premises by those vehicles; and</i> <i>(c) the transfer of goods or persons from one vehicle to another;</i>	<i>means land or buildings used or intended to be used for the transfer of goods or persons from one motor vehicle to another motor vehicle for hire or reward, including management, maintenance and repair of the vehicles used and includes the garaging or parking of such vehicles associated with this use, but does not include the parking of a commercial vehicle in the residential and rural land use areas.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.
Replace the “Warehouse” definition with – <i>Warehouse/storage means premises including indoor or outdoor facilities used for</i> <i>(a) the storage of goods, equipment, plant or materials; or</i> <i>(b) the display or the sale by wholesale of goods.</i>	<i>means premises used to store or display goods and may include sale by wholesale.</i>	Recommended to provide consistency with the model provision definition. A minor amendment not expected to provide any adverse impacts or secondary considerations. Does not require any further amendment to the scheme text.

The amendments to the Scheme are relatively minor; however, all changes will have an impact on the efficiency in which the Scheme operates. It is recommended for adoption on this basis.



Strategic Plans/Policy ImplicationsLeading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Not applicable. This amendment is an administrative matter to incorporate changes from the regulations. There is no opportunity for any party to suggest changes or modifications.

As per Part 5 of the regulations, there several amendment types: basic, standard and complex. These are defined in Part 5, Division 1, Regulation 34.

A basic amendment (such as this) requires no consultation. A standard amendment is 42 days consultation (which reflects current practice) and a complex amendment is 60 days consultation in recognition that such proposals which have a greater impact on the community are given a longer period of consideration.

Risk Management Implications

The modifications are considered to be highly desirable from a customer service and risk avoidance perspective.

Any new scheme in the future would need to reflect the new Model Scheme Text layout.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



14.6 (2018/MINUTE NO 0032) MANAGEMENT & OPERATION OF HEALY LODGE - 163 HEALY ROAD HAMILTON HILL

Author(s)	A Lefort
Attachments	<ol style="list-style-type: none">1. Draft Healy Lodge Management Plan Review ↓2. Draft Healy Lodge House Policy and Rules ↓3. Existing Healy Lodge Management Plan ↓4. Existing Healy Lodge House Rules ↓
Location	163 (Lots 43 & 44) Healy Road Hamilton Hill
Owner	Big Moreton Pty Ltd & J Townes
Applicant	N/A
Application Reference	N/A

RECOMMENDATION

That Council supports the actions being undertaken by the Healy Lodge Management and requests that the final version of the updated Healy Lodge Management Plan be distributed to Elected Members as well as adjoining and nearby residents.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

At the Ordinary Council Meeting held on 14 September 2017, Cr Allen requested that a report be brought to a future Council meeting regarding the management and operation of Healy Lodge.

Healy Lodge is an approved Lodging House located at 163 Healy Road in Hamilton Hill, on the south-west corner of Healy and Clara Roads. The development comprises a total land area of 2,264m². The site is surrounded by residential dwellings on all sides as shown in the following Location Plan.





Healy Lodge contains 35 furnished rooms with shared facilities primarily for single person accommodation and provides a form of affordable housing in the City. It is owned and operated by Urban Fabric who also own and operate three other Lodging Houses in the Cities of Cockburn and Fremantle housing 120 people across all four sites. According to Urban Fabric, the business receives no Government funding but works with social organisations including St Vincent de Paul and Foundation Housing amongst others.

A previous planning approval issued by the City of Cockburn for the premises included the requirement for a Management Plan to be submitted to and approved by the City and implemented by the operators of the site. The existing approved Management Plan and House Rules are attached to this report.

On 27 August 2017, there was an incident involving violence at the lodge which Police attended. According to Urban Fabric, a fight occurred that resulting in physical violence between a lodging house resident and a resident from an external property across the road from the Lodging House. The incident gained media attention and caused significant concern by some adjoining and nearby residents. Following on from the incident and in accordance with the approved Management Plan, Urban Fabric advised that the instigator of the violence was evicted and a resident of the lodge was relocated to another property.

Submission

N/A



Report

Following on from the incident that occurred on 27 August 2017, the following has occurred:

- 4 September 2017 – An inspection and meeting between representatives from Urban Fabric, Elected Members and City Officers occurred. This included a tour of the facility and discussion regarding the 27 August 2017 incident and general management practices;
- 12 September 2017 – A meeting was held at the City's Administration Building which was attended by representatives of Urban Fabric, concerned nearby residents, Elected Members and City Officers. The purpose of the meeting was to discuss, in an open forum, the 27 August 2017 incident and actions that could be undertaken to prevent a similar incident from occurring. At this meeting, amongst other actions, Urban Fabric advised that they would be undertaking a review of the current operations and management of the premises and would report back to the City and residents when this was completed;
- 15 September 2017 – Urban Fabric provided a timeline to the City suggesting that a review would commence around 17 September 2017 and conclude in mid-October with implementation of any actions to occur after this;
- 15 November 2017 – Urban Fabric provided a draft review report and draft Lodging House Rules Review (attached).
- 20 February 2018 – Urban Fabric provided an updated version of the Management Plan. The City is currently consulting with neighbours about this plan.

As detailed in the attached draft Review Report, a number of actions have been identified in order to improve the management and operational procedures of the facility including additional staff training, updating of the management plan, review of resident mix, additional support workers, rules about alcohol rules, communication channels and reporting. The report also details a number of specific actionable items (some of which Urban Fabric has already commenced implementing).

From the City's perspective, the updating of the Management Plan is important as this will assist in ensuring that the Lodging House is managed appropriately so as to not cause detrimental impacts to the surrounding neighbourhood. It is also the implementation of the Management Plan that is a condition of the previous Planning Approval that can be legally enforced by Council. Many of the other actions are also recognised as critical to the success of the Lodging House but are outside the jurisdiction of Council and cannot necessarily be controlled or enforced by Council (for example the amount of staff training, resident mix, number of support workers).



It should be noted that the City cannot prevent antisocial incidents occurring at this premises, or any other location within the City of Cockburn as these are matters to be dealt with by Police. However, ensuring that the Lodging House has a sound Management Plan that can be implemented by Management and enforced by the City can aim to reduce the frequency of such incidents and ensure that there are robust processes in place to respond to them. Urban Fabric has clearly responded to the concerns of residents and Elected Members and has proposed achievable actions to improve the management of the facility so that it can continue to provide an important affordable housing option in the community.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.

Continue revitalisation of older urban areas to cater for population growth and take account of social changes such as changing household types.

Ensure a variation in housing density and housing type is available to residents.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Upon receipt of an acceptable updated Management Plan, the City will provide a copy to nearby residents.

Risk Management Implications

There is a risk that poor management of the Lodging House facility will result in unacceptable impacts on the amenity of the surrounding community.

Advice to Proponent(s)/Submissioners

N/A



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

Nil



URBAN FABRIC

Summary of Lodging House Management Review

Back Ground

This report is a summary of a Management Review commissioned by Healy Lodge management in response to an incident that occurred at Healy Lodge (163 Healy Road, Hamilton Hill) on the 27th of August 2017.

The incident:

On the 27th of August 2017, a melee involving some lodging house residents and person from the neighbourhood erupted into a violent incident that caused a very unpleasant disturbance to Healy lodge residents and the immediate neighbours. As a result, Police were called by the Lodging House caretaker as well as the Urban Fabric General Manager and the Lodging House owner. Police and Lodging House management other than the caretaker were not in attendance until sometime after the main disturbance. Police took some time to attend the scene which made the incident difficult for the caretaker to manage alone. Some minor injuries were sustained by two people. No official complaints to Police have been made to date and no person has been charge by Police over the incident.

Stakeholders:

Healy Lodge Neighbours
Healy Lodge Residents
City of Cockburn
Police
Healy Lodge management

Stakeholder engagement post incident:

- Healy Lodge management meet with interested CoC councillors and mayor at 163 Healy Road, 4 September 2017
- Meeting with concerned neighbours and Healy Lodge management at 161 Healy Road 6 September 2017
- Meeting with CoC professional staff, Councillors, Mayor, Healy Lodge management and neighbours.
- Multiple one on one interviews/ conversations with several neighbours on various dates.
- Engagement with Police on times and procedure and direct Police contact points.
- Immediate Caretaker debrief 28 August 2017.
- Detailed interview and review of Caretaker actions on day of incident and days/weeks before the incident. Interview 12 September 2017.

- Informal lodging house resident interviews, various dates.

Review of management procedures and management plan:

As a result of meetings with stakeholders and internal management meetings several areas of improvement or gaps have been identified.

- Caretaker training and support
- management plan, lodging house rules and resident agreements need updating
- Mix of residents with special needs may be out of balance
- Social worker and mental health support in need of improvement
- Alcohol protocols. Rules lose and in need of further refinement
- Improved communication between Lodge management and Neighbourhood
- Formal communication channels between neighbours and lodge management
- Formal reporting procedures between Caretaker, General Manager and management Board.

Recommendations for action as a result of review:

Below is a list of actionable items produced as a result of the review. The list in no particular order.

- Revised management plan and Lodging House rules
- Direct contact with specific staff at Murdoch Police Station. Regular liaison between General Manager and Police.
- Anonymous feedback form to be mailed to all neighbours with self-address envelopes.
- All neighbours to have Caretaker and general Manager contact details
- Strict alcohol consumption policy that will be codified in the House Rules and Resident Agreement forms
- Recruitment of assistance with outside agencies with Social Worker and Mental Health professionals.
- Residents with high needs (residents with Health issues) to be kept at a level that is manageable for resources available to staff.
- Neighbour engagement to be improved through "Open days" at Lodging House. Specifically, a minimum of 2 events per year such as a Morning Tea or Sundowner BBQ.
- Caretaker mentoring and training. Caretakers will have formal weekly one on one sessions with the General Manager for continuous improvement and support in the Caretaker role.
- Caretaker will have a direct line of communication with the Management Board by-passing the General Manager.
- The Management Board has recruited a qualified and experienced Social Worker for the monthly meetings., Social Worker will advise on specific and general matters in their area as well as assist with the recruitment and liaison with outside agencies.

Implementation:

Most of the items in the list above have been implemented or in the process of being implemented. Management are cognisant that good management and procedures are a function of continual improvement and refinement. In recognition of the need for continual self-assessment Urban Fabric will formalise the review process and conduct an internal review of lodging house management annually.

Conclusion:

Although the incident of the 27th of August was regrettable it has been a catalyst for positive change at Healy Lodge. It has also strengthened relationships between the Lodge and neighbours. Management have resolved to complete the implementation of the review findings.

In conducting this review, it has become apparent that we could not point to a sole contributing factor of management, procedure or staff that caused the unfortunate incident on the 27th August 2017. As is often the case several factors conspired to create an atmosphere for such an incident. In hindsight, there were signs and patterns of behaviour that could have been identified and communicated prior to the events of the 27th. with the appropriate preventative actions taken.

It would be fair to say that most potential problems amongst residents are identified and resolved well before any impact on other Lodging House residents or our neighbours. In this case there was a failure to identify a problem and prevent it. The recommended changes to procedure and policy will reduce the chance of a similar occurrence in the future

DRAFT



Lodging House Rules Policy

House Rules are for the safety, comfort of residents and preservation of house property.

Urban Fabric apply the house rules in an open, honest, and sensitive way.

Process:

- Clearly conveying all rules in writing to Residents on arrival;
- identifying issues, responding to issues in a timely manner;
- providing support to residents having trouble with minor breaches of rules;
- responding appropriately to breaches of rules; and
- update residents to any changes of rules in a timely manner.

Residents' responsibilities

- Obey the house rules;
- pay rent when due.

Urban Fabric responsibilities

- Urban Fabric has the responsibility to provide a safe, clean and peaceful place to live.
- To take action if house rules are broken.
- To support Resident's that are in need, to help maintain their accommodation and provide support or referral to support when necessary.
- To maintain a peaceful and respectful environment for the Lodging Houses surrounding neighbours.

DRAFT

House Rules

1. Residents and guest behaviour

- a. Residents must not interfere with the reasonable comfort or privacy of other residents and others in the surrounding neighbourhood.
- b. Residents must ensure their guests do not interfere with the reasonable comfort or privacy of other residents and our neighbours.
- c. Guests must leave by 9.00pm
- d. Violence or threat of violence or intimidation of any person will result in immediate eviction and may result in referral to Police.
- e. Sexual harassment of any person will not be tolerated and may result in referral to Police

2. Illicit Drugs.

Consumption of drugs, storing drugs or any associated equipment at 163 Healy Road is prohibited and will result in eviction and may result in referral to Police.

3. Alcohol.

Alcohol consumption will be allowed in small quantities. Behaviour after the consumption of alcohol that interferes with other resident's and our neighbours' quiet enjoyment of their properties will not be acceptable and may result in eviction.

4. Smoking.

- a. No smoking is allowed in any indoor areas including bedrooms.
- b. No smoking in communal outdoor areas.

5. Maintenance of rooms

- a. Rooms must be kept clean and tidy.
- b. Rooms must not be a fire hazard.
- c. Rooms must not be altered in any way

6. Common areas

- a. Residents are responsible for keeping common areas clean and tidy.
- b. The management must keep common areas safe and in good repair.

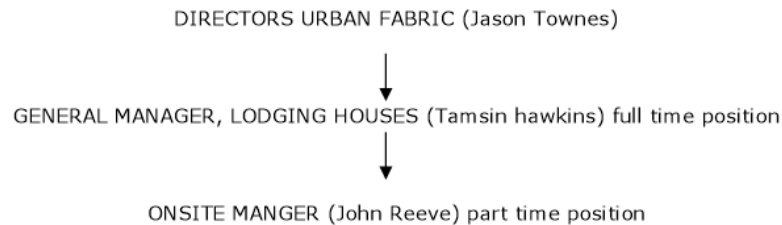
7. Copies of door keys must not be made.

8. Breach and Eviction Procedures

- a. Minor infractions of the rules will result in a verbal or written breach notice such as (failure to keep a room clean and tidy or minor annoying behaviour towards others)
- b. Serious offences such as (violence or drug use) will result in immediate eviction
- c. Three breach notices with a 3-month period will result in eviction
- d. If a resident is aggrieved by a Lodging House manager's decision he or she can appeal to the Management Board for a review of the decision.

Management Plan

Healy Lodge Management structure



Management and supervision. Day to day operation is administered by the On-site manager. The on-site manager duties include

1. Ensuring all residents adhere to house rules and code of conduct (appendix 1)
2. The issue of verbal/written warnings (BREACH NOTICE, APPENDIX 1) and management of eviction procedures.
3. Supervising and performance of general cleaning duties of all common areas
4. Supervision of general maintenance of grounds and buildings
5. Room inspections on a monthly basis
6. Collection of rents
7. Liaison with neighbors
8. 24 hours on site contact person (onsite manager)

Kitchen usage and food storage

1. Residents will be supplied dry food storage containers in single occupancy rooms (SOU)
2. Residents will be supplied with bar fridges in bedrooms for cold food storage
3. Residents are required to keep all preparation and storage areas clean and tidy however, responsibility for the proper maintenance and cleanliness of common areas remains the responsibility of the onsite manager

Noise inside the lodging house and in adjacent open space areas

1. Rules regarding noise are describe in the house rules and code of conduct supplied to residents (appendix 1)
2. The onsite manager is the responsible person that ensures compliance with house rules.

Use of communal space and facilities

1. Hours of use of recreational space is at the discretion of the onsite manager

Parking for cars

1. Allocation of parking bays is at the discretion of the onsite manager

Cleanliness and maintenance of the property and grounds

1. The responsibility of the onsite manager

House rules

1. See appendix 1

Length of stay

1. Healy Lodge is long-term residential accommodation. Minimum intention to reside of 3 months.

Community and neighbor contact

1. Onsite contacts numbers to be provided to City of Cockburn
2. Contacts details for owners to be provided to City of Cockburn

Security and access

1. The onsite manager will have access to all locked areas within the lodge complex through a master key system and digital lock codes.
2. Access to the lodge shall be restricted by the use digital code locks. Codes will be changed on a regular basis and as required
3. All guests must be accompanied by a resident at all times.
4. All guests must leave the premises by 10pm or as instructed by the onsite manager.

Pets

1. Pets are not allowed onsite without the permission of the onsite manager.



Healy Lodge

1. Residents and guest behaviour

- a. Residents must not interfere with the reasonable comfort or privacy of other residents.
- b. Residents must ensure their guests do not interfere with the reasonable comfort or privacy of other residents.
- c. Guests must leave by 9.00pm
- d. Violence or threat of violence will result in immediate eviction.

2. Illicit Drugs.

Consumption or storing drugs at 163 Healy Road is prohibited.

3. Alcohol.

Alcohol consumption will be allowed. Behaviour that interferes with other resident's quiet enjoyment will not be acceptable.

4. Smoking.

- a. No smoking is allowed in any indoor areas including bedrooms.
- b. No smoking in communal outdoor areas.

5. Maintenance of rooms

- a. Rooms must be kept clean and tidy.
- b. Rooms must not be a fire hazard.
- c. Rooms must not be altered in any way

6. Common areas

- a. Residents are responsible for keep common areas clean and tidy.
- b. The management must keep common areas safe and in good repair.

7. No pets

8. Copies of door keys must not be made.

14.7 (2018/MINUTE NO 0033) PROPOSED AMENDMENT TO METROPOLITAN REGION SCHEME - LOT 130 (NO. 367) JANDAKOT ROAD, TREEBY

Author(s)	L Santoriello
Attachments	1. Location Plan ↓ 2. Perth and Peel Plan ↓ 3. Proposed MRS map amendment ↓
Location	Lot 130 (No.367) Jandakot Road, Treeby
Owner	Vincent Nominees Pty Ltd
Applicant	TBB/ Parcel
Application Reference	WAPC Ref: 833-2-23-67 (RLS/0740/1)

RECOMMENDATION

That Council:

- (1) recommend to the Western Australian Planning Commission that the proposed draft Metropolitan Region Scheme amendment not be supported for the following reasons:
 1. The proposal is inconsistent with the draft *Perth and Peel @3.5 Million* strategic suite of documents including the South Metro Peel Sub-regional Framework which identifies Lot 130 as remaining rural. In addition the following objectives of the Sub-regional framework are noted:
 - (a) *“Avoid development within regionally-significant vegetation areas and wetlands”.*
 - (b) *“Protect regionally-significant landscape values”.*
 - (c) *“Safeguard high-priority groundwater resources”.*
 - (d) *“Avoid land use conflicts by taking into account buffer requirements such as those required for industry, airports and wastewater treatment plants”.*
 - (e) *“Exclude development from floodway’s and other low-lying areas”.*
 - (f) *“[Consideration of] Future Perth Airports Technical Study”.*
 2. The South Metro Peel Sub-regional Framework identifies rural lots like Lot 130 as; providing *“alternative lifestyle and housing opportunities and may also provide a transition*



between urban and rural areas.”

3. Plan 8 titled “*Environmental and Natural Resources*” of the of the Sub-regional Framework identifies Lot 130 as being part of the “*water catchment protection*” area which includes areas of key “*Open Space*” and “*MRS – Bush Forever*”. Lot 130 is identified as a Bush Forever Site (subject to mandatory revegetation following the February 2018 extractive industry Development Approval expiry);
4. Lot 130 falls within a key environmentally significant (ground) drinking water catchment area.
5. Lot 130 provides an ecological link to the Bush forever sites to the north and also partially to the south.
6. Lot 130 is impacted by a series of interconnected Resource Enhancement Wetlands and ground bore sites.
7. The Lot 130 proposal is inconsistent with the Western Australian Planning Commission State Planning Policy 2.7 - Public Drinking Water Source Policy 2003 which specifies; P2 areas are intended to be managed in accordance with the principle of risk minimisation.
8. The Lot 130 proposal is inconsistent with the Western Australian Planning Commission State Planning Policy 2.3 - Jandakot Groundwater Protection January 2017 in that the District Water Management Strategy is considered to be based on locational criteria rather than environmental justification.
9. The Lot 130 proposal results in a non-compliant 1,000m buffer to the existing Cattery and Dog Kennels zone. The proposal is therefore inconsistent on this basis with the following three State government policies and City of Cockburn Local Planning Policy;
 - (a) *Department of Planning Lands and Heritage/ Western Australian Planning Commissions’ State Planning Policy 2.5 – Rural Planning December 2016. Referred to under this report as (“SPP 2.5”).*
 - (b) *Environmental Protection Authority Guidance for the Assessment of Environmental Factors (in accordance with the Environmental Protection Act 1986) Separation Distances between Industrial and Sensitive Land Uses No. 3 – June 2005. Referred to under this report as (“EPA Guidelines”).*



(c) *Department of Planning Lands and Heritage/ Western Australian Planning Commissions' draft State Planning Policy 4.1 Industrial Interface – November 2017 and current version May 1997. Referred to under this report as ("SPP 4.1").*

(d) *City of Cockburn Local Planning Policy 2.2 - "Subdivision in Jandakot and Banjup North of Armadale Road" ('LPP 2.2')*

10. The Lot 130 proposal is inconsistent with the principle of protecting Jandakot Airport from encroachment by incompatible land use and development as outlined within the Jandakot Airport Master Plan (2014), the Future Perth Airports Technical Study and the City of Cockburn's previous submission on the draft "2015 State Planning Policy 5.3 Land use Planning in the Vicinity of Jandakot Airport" under Council item number 14.1 of the 10 March 2016 Council meeting.

(2) advise the Western Australian Planning Commission that it would be prepared to reconsider its position on the Lot 130 proposal should the finalised *Perth and Peel @3.5 Million* strategic suite of documents including the South Metro Peel Sub-regional Framework identify the land as being 'urban investigation'.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

On 6 December 2017 the Western Australian Planning Commission ('WAPC') formally wrote to the City of Cockburn ('the City'). The WAPC advised, in their letter, of the proposed amendment to Lot 130 (No. 367) Jandakot Road, Treeby ('Lot 130') in the Metropolitan Region Scheme ('MRS'). Please refer to *Attachment 3* of this report for details.

The WAPC advises, a future report will later be presented to the WAPC recommending whether the MRS amendment should be initiated or not. It was requested that the City provide comment to the WAPC on this proposed draft MRS amendment.

The WAPC requested the City's 'preliminary' comments on the MRS proposal by Friday 2 February 2018. At the request of the Elected Members, on 24 January 2018 an extension of time was requested of the WAPC/Department of Planning Lands and Heritage ('DoPLH'). The



DoPLH granted an extension to the City of Cockburn until 9 March 2018.

Submission

The proposed MRS amendment has been lodged by Taylor Burrell Barnett on behalf of Parcel.

Report

Draft Perth and Peel @ 3.5 Million

To realise the vision of *Directions 2031 and beyond* and the *State Planning Strategy 2050*, the WAPC has created a series of draft proposed planning frameworks. In May 2015 the draft *Perth and Peel @3.5 Million* strategic suite of documents were released for public comment.

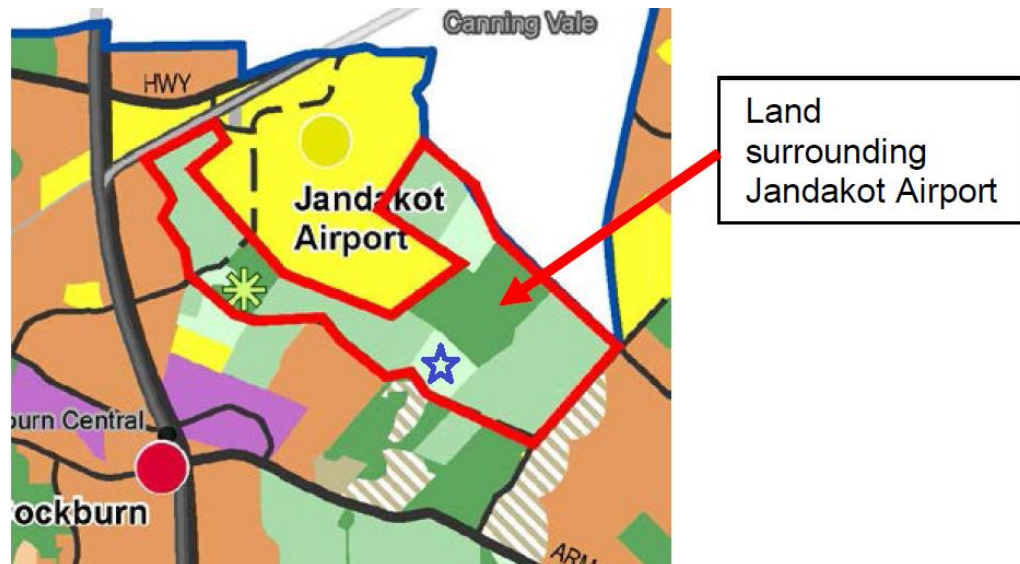
The public consultation period concluded on 31 July 2015 with the draft plan identifying the subject site as remaining 'Rural'. Please refer to Attachment 2 of this report for details. Importantly the Planning framework, amongst other things, endeavours to develop a consolidated urban form that limits the identification of new Greenfield areas to where they provide logical extensions to the urban form. This therefore places a greater emphasis on urban infill and increased residential density.

The South Metro Peel Sub-regional Framework identifies the land to the south of Lot 130 and a portion of land in the City of Armadale (to the east of Lot 130) as "urban investigation". As a response to this classification the City has recently supported the draft Treeby District Structure Plan ('TDSP') which responds to the WAPC Framework. It is important to note the TDSP does not contemplate residential development over Lot 130 as the TDSP aims to be consistent with the State planning framework.

City of Cockburn's Perth and Peel 2015 Comments

On 9 July 2015 the City of Cockburn provided formal comments to the WAPC on Perth and Peel @ 3.5 Million. The City provided comment on Lot 130 in guise of the "future of land surrounding Jandakot Airport" as identified below. Lot 130 is identified by the blue star for illustration purposes only.





The City noted in 2015, that this area (in red above) is located over the Jandakot Water Mound and is therefore an environmentally sensitive WA resource. It was mentioned also that Perth and Peel @ 3.5 Million does not provide an assessment of aviation needs and whether there should be a degree of protection given to Jandakot Airport by no further urban encroachment.

The City noted in 2015, that the draft Perth and Peel document appears not to provide details of an assessment which identifies future areas which could potentially be excluded from groundwater protection areas. Competing planning priorities such as access to activity centres and public transport are some of (but not all of) the competing land use considerations which drive proposed MRS amendments such as this over Lot 130.

The City in 2015, made mention that the above urban development objective focuses on a key select area limited to the “urban investigation” area. The City raised in 2015, a without prejudice question about; *“do we want to see the rural setting around Jandakot Airport retained by typically 2ha lot sizes”*? Alternatively, the City asked the question; *“or” “is this rural setting to the point that it won’t deliver the intended rural amenity?”* This question was raised in 2015 by the City to spark discussion amongst the community, Council and residents.

This ‘question’ was deeply explored further under the City’s “Jandakot/Treeby vision exercise” as discussed below. The vision exercise reflected a holistic planning assessment under the above question with close attention to the suite of relevant State Planning Policies, Water Quality Protection Notes and various State government guiding documentation. It is important to note the City’s comments on Perth and Peel @ 3.5 million in 2015 was not informed by a comprehensive assessment under the suite of relevant State Planning Policies, Water

Quality Protection Notes and various State government guiding documentation.

Notwithstanding the above, it is noted the draft Perth and Peel @ 3.5 million designates Lot 130 as remaining “rural” and not “Urban Expansion”, “Urban” or “Residential”. The Sub-Regional Planning Framework sets out proposals to “*provide ongoing protection of public drinking water source areas*”. The spatial plan has also “*been shaped and refined*” by other key considerations and addresses the need to include the following; (see 2.6 of the Sub-Regional Framework);

- “*The containment of urban development to minimise further sprawl*”.
- “*A detailed examination of significant environmental values, as described by the Department of Parks and Wildlife and Environmental Protection Authority*”.
- “*Avoid development within regionally-significant vegetation areas and wetlands*”.
- “*Protect regionally-significant landscape values*”.
- “*Safeguard high-priority groundwater resources*”.
- “*Retain options for long-term infrastructure corridors and installations*”;
- “*Avoid land use conflicts by taking into account buffer requirements such as those required for industry, airports and wastewater treatment plants*”.
- “*Exclude development from floodway’s and other low-lying areas*”.
- “*The strategic assessment involves the preparation of a Matter of National Environmental Significance plan and an impact assessment report.*”
- “*[Consideration of] Future Perth Airports Technical Study*”.

It is considered that the proposed MRS proposal for Lot 130 does not address the above key points. This is discussed in the below sections in more detail. It is important for any proposal which seeks to differ from the State government’s long term plan to have due regard for the above points.

It is understood under section 3.2 of the Sub-Regional Framework that based on existing development trends, there is sufficient capacity in the proposed consolidated urban form to meet the anticipated demand for additional dwellings beyond 2050. (Plan 2 of the Sub-regional Framework to which this section refers shows Lot 130 as remaining Rural).

It is therefore understood the plan is not to encourage urban sprawl. With regards to “urban expansion” areas the Sub-regional Framework notes the areas identified as “urban expansion” are the areas that are “*least constrained by physical considerations*”. Lot 130 is not identified as mentioned above as “urban expansion”.



Perth and Peel does not encourage new rural residential areas. It does however acknowledge the importance of existing rural residential areas, such as Lot 130, in providing *“alternative lifestyle and housing opportunities and may also provide a transition between urban and rural areas.”*

Lot 130 is not identified on Plan 9 of the Sub-regional Framework titled “Urban Staging” (short term - 2015 to long term - 2031) nor is Lot 130 identified on Plan 2 of the Sub-regional Framework titled “Consolidated Urban Form”. Plan 8 titled “Environmental and Natural Resources” of the of the Sub-regional Framework identifies Lot 130 as being part of the “water catchment protection” area which includes areas of key “Open Space” and “MRS – Bush Forever”.

From a Strategic perspective, Lot 130 is identified as being an environmentally significant area (worthy of rural retention) as follows;

- Lot 130 is identified as a Bush Forever Site (subject to mandatory revegetation following the February 2018 extractive industry Development Approval expiry);
- Lot 130 falls within a key environmentally significant (ground) drinking water catchment area;
- Lot 130 provides an ecological link to the Bush forever sites to the north and also partially to the south; and
- Lot 130 is impacted by a series of interconnected Resource Enhancement Wetlands and ground bore sites.

Lot 130 is located within proximity of Jandakot Airport and acts as a rural transition lot for amenity buffer purposes surrounding Jandakot Airport. The Framework emphasises a need to “avoid land use conflicts” (particularly when considering the N-Contours (rather than the less appropriate ANEF Contours) as suggested by the Jandakot Airport Masterplan under Scientific justification).

The State planning framework identifies a need for;

- “The containment of urban development to minimise further sprawl”.
- “Protect regionally-significant landscape values”.
- “Safeguard high-priority groundwater resources”.
- “Exclude development from floodway’s and other low-lying areas”.

The above issues are not addressed by the current MRS submission. It is considered that the proposed MRS proposal does not have due regard for the above mentioned strategic State government long term plan.

The proposed MRS amendment report for Lot 130 lacks strategic justification when considered against the significant strategic argument



that underpinned the draft Perth and Peel documents. The report proposing the MRS amendment mentions that;

“The submission identifies that the subject land is within close proximity to both the Cockburn Activity Centre, and its ‘Rural’ designation can be regarded as an underutilisation of land that should be more broadly investigated for its potential to be urbanised.”

Later on the proposal indicates;

“The subject land is identified as ‘Rural’, which is considered an anomaly and does not reflect the pattern of existing and planned urban development in and adjacent to the precinct”....“the site is unconstrained”.

The above excerpts from the proposal is considered to be inconsistent with the Strategic intent of Lot 130 under the Sub-regional Framework as discussed earlier in this report to Council (and the WAPC). The City’s assessment of the incidental supplementary reports justifying the proposal is also considered to contain a number of issues which are only briefly discussed in the later sections of this report.

The above discussion in this report to Council raises issues with respect to the proposal to further intensify Urban development in proximity to a major airport coupled with the importance of the bush forever (discussed below in the report), the ecological link and the importance of protecting the ground drinking water. The Sub-regional Framework makes a strong argument to retain Lot 130 as rural for a number of key, interconnected reasons.

Public Ground Drinking Water Area

The Department of Environment Public Drinking Water Resource Policy – Protecting Public Drinking Water Source Areas in Western Australia 2005 identifies; *“the objective is to deliver ‘safe, good quality drinking water’ to consumers, now and in the future by protecting water quality in this area.”*

The Department of Water- Water Quality Protection Note Number 93, September 2009 specifies; P2 areas are to be managed in accordance with the principle of risk minimisation and so restricted intensity development (with conditions) and activity with a low contamination risk is accepted.

Western Australian Planning Commission State Planning Policy 2.7 - Public Drinking Water Source Policy 2003 specifies;

1. The importance of protecting public water supplies is recognised in the State Water Quality Management Strategy for Western Australia



(2001), which is a State-level strategy for implementation of the National Water Quality Management Strategy (1994) in Western Australia.

2. P2 areas are defined to ensure that there is no increased risk of pollution to water source. P2 areas are declared over land where low-risk development already exists.
3. Protection of public water supply sources is a high priority in these areas.
4. P2 areas are managed in accordance with the principle of risk minimisation.
5. The policy aims to ensure that land use and development within P2 areas are compatible with the protection and long-term management of water resources for public water supply.

Western Australian Planning Commission State Planning Policy 2.3 - Jandakot Groundwater Protection January 2017 aims to ensure that all development and changes to land use within the policy area are compatible with maximising the long-term protection and management of groundwater, in particular for public drinking water supply.

Western Australian Planning Commission State Planning Policy 2.9 - Water Resources aims to Protect, conserve and enhance water resources that are identified as having significant economic, social, cultural and/or environmental values.

Liveable Neighbourhoods – Western Australian Planning Commission operational policy specifies the boundary and extent of a wetland and its buffer must be determined in accordance with State Planning Policy 2.9 - Water Resources which includes discussions with the Department of Parks and Wildlife. It is noted Lot 130 is partially covered by a “Resource enhancement wetland” to the west which connects to the “Conservation category wetland” to the lot immediately north of Lot 130.

It is noted the proposed amendment specifies that its District Water Management Strategy prepared (by the applicant) concludes that;

“It is considered that with the implementation of best management practice in the form of water urban sensitive design the land [can] be rezoned given:

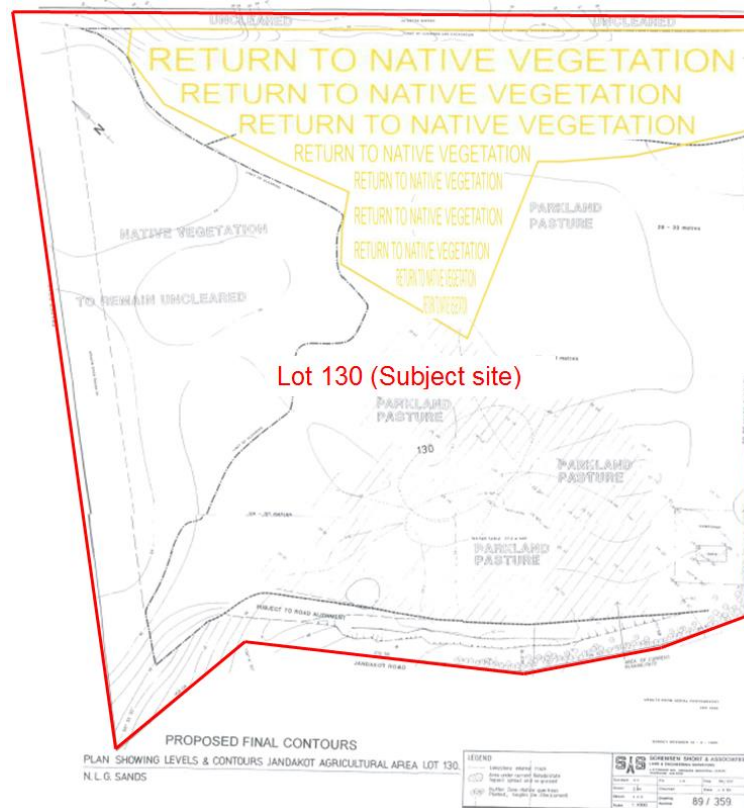
1. *The proximity of the subject land to a high order activity centre, railway station and freeway interchange”.*
2. *A large portion of the subject land has been cleared and disturbed for sand quarrying operations;*



3. Service infrastructure within the area can accommodate additional development; and
4. Compliance with the criteria for urbanisation included within the draft State Planning Policy 2.3 Jandakot Groundwater Protection.”

In response to the above the following points are noted.

- In relation to point 1 above - Locational attributes of Lot 130 is a planning justification argument not a 'ground water protection argument'.
- In relation to point 2 above – Please note whilst Lot 130 has been cleared of a portion of native vegetation to facilitate the short term sand excavation, Lot 130 is still classified as bush forever. The sand extraction development approval mandates that once the “short term” activity of sand excavation is complete the area which has been cleared of native vegetation which is classified as “bush forever” is to be revegetated. See below extract from the development approval.



- In relation to point 3 above – Locational attributes of Lot 130 is a planning justification argument not a 'ground water protection argument'.
- In relation to point 4 above – It is noted SSP 2.3 describes Residential development (in the scale proposed) to be an “incompatible” land use. SPP 2.3 puts forward the opposite position



under section 6.3. SPP 2.3 states; “In order to protect the quality of the public drinking water source, there is a presumption against new urban or industrial land uses in the Water Catchment reservation and the Rural-Water Protection zone of the Metropolitan Region Scheme.” It is interesting to note SPP 2.3 states the following;

“Amendments to the Metropolitan Region Scheme will only be supported where the land has been identified for development in the manner proposed through a strategic planning document approved or prepared by the Western Australian Planning Commission, such as a sub-regional planning framework or sub-regional structure plan.”

On this basis the proposed amendment over Lot 130 does not comply with SPP 2.3.

City of Cockburn Jandakot/ Treeby Vision exercise

On 9 November 2017 the City of Cockburn under item 15.5 presented the “*Jandakot Vision Process – Perth and Peel @3.5 million – Consultation Analysis*”.

The above mentioned Council report is considered to be, in part, a relevant strategic consideration in the context of the proposed Lot 130 MRS amendment. It is noted also the applicant’s MRS submission references the “Jandakot Visioning” exercise.

The Officer’s “Jandakot Vision” report in 2017, sought to analyse the collective quantitative and qualitative data/ views of the community in comparison to the State planning framework.

The survey consisted of a series of questions, each with a detailed list of information (including the relevant SPP’s/ Water Quality Protection Notes) and maps. Respondents were given a one-stop shop in order to consider the questions, read up additional State government information on the question and provide a response accordingly.

The vision survey commenced formal advertising on 31 July 2017, with a community information session held to launch the process. The survey formally concluded advertising on 31 August 2017. A total of 103 submissions were received, which can be viewed on the City’s website under Attachment No. 3 of the 9 November 2017 Council report item 15.5.

The majority of the Community agreed with the objectives of SPP 5.3 including;



- *“Protect Jandakot Airport from encroachment by incompatible land use and development so as to provide for its ongoing, safe, and efficient operation;” and*
- *“Minimise the impact of airport operations on existing and future communities, with reference to aircraft noise.”*

Some noteworthy comments from the existing rural community include the following;

- *“Ground water is precious and should be protected from small density living as is occurring in recent years. Perth has a shortage of reliable drinking water therefore the Jandakot groundwater should be protected from increased housing infill.”*
- *“Limiting high density population and commercial developments over sensitive groundwater areas reduces the risk of pollution of this extremely valuable resource. Resource zoning already has restrictions in place to this effect.”*

Whilst the analysis of the Jandakot Visioning exercise is partially a relevant consideration of the Lot 130 MRS amendment, its mention does reveal there is strong community support to comply with the WA planning framework.

The applicants' submission over Lot 130 indicates;

“An overall assessment should be undertaken to confirm areas for urbanisation is strongly supported and whilst the TDSP addresses those concerns in part, it fails to consider the full extent of a logical urban cell. The subject area should form part of any broader consideration of future land use and development of Treeby/Banjup.”

It is important to note the City's TDSP as mentioned above reflects “Urban” land only where it is consistent with Perth and Peel @ 3.5 million. As mentioned above, Lot 130 is not considered at a strategic level to be appropriate for Urban. Lot 130 does not comply with the suite of relevant State Planning Policies, Water Quality Protection Notes and various State government guiding documentation.

Cattery and Dog Kennels – Buffer impact

Additional Use 7 (‘AU7’) allows for “Cattery and Dog Kennels” as permissible land use activities under the City's Town Planning Scheme No. 3. The AU 7 Statutory provisions applies to the 22 separate lots identified by the blue rectangle in the below image. These 22 lots are 750m east of Lot 130 as shown by the below image.

It is understood there are a number of separate dog kennel and dog breeder businesses currently operating in this area (see blue rectangle below). The obvious land use planning issues with respect to these



sorts of land use activities on neighbouring land is noise, odour and (given the rural setting possibly) dust.



Cattery's, Dog Kennels/ breeding is a necessary component of the WA economy. These businesses are required to be located in a consolidated area within WA which ideally should be away from urban residences, caravan parks, playgrounds, hospitals, child care centres, education establishments and other sensitive land uses.

It was considered under previous Town Planning decisions at a Ministerial Level that the AU7 area (identified above in blue) is an appropriate strategic location in WA for Cattery's, Dog Kennels/ breeding. This is in some respects because the AU7 area is currently located within a typically 'rural' area within the City of Cockburn away from the above mentioned 'sensitive land uses'.

The State government regulatory framework goes to very precise details to give assurance that land use conflicts will be avoided in the planning process. Some of these regulatory controls include;

- Department of Planning Lands and Heritage/ Western Australian Planning Commissions' State Planning Policy 2.5 – Rural Planning December 2016. Referred to under this report as ("SPP 2.5").
- Environmental Protection Authority Guidance for the Assessment of Environmental Factors (in accordance with the Environmental Protection Act 1986) Separation Distances between Industrial and Sensitive Land Uses No. 3 – June 2005. Referred to under this report as ("EPA Guidelines").
- Department of Planning Lands and Heritage/ Western Australian Planning Commissions' draft State Planning Policy 4.1 Industrial Interface – November 2017 and current version May 1997. Referred to under this report as ("SPP 4.1").

The proposal for Lot 130 as submitted by the applicant does not address the appropriate "*dog kennels*" buffer distance requirements. The applicant incorrectly refers to the lesser 500m "rural" buffer.

Under the EPA Guidelines a 500m buffer is applied to “rural zones”. Where a dog kennel abuts an “urban area” (or a proposed “urban area” as is the case with this proposal) the SPP 2.5/ EPA Guidelines prescribes a larger buffer, a 1000m buffer.

It is understood the applicants misconception is based on their interpretation of the City’s Local Planning Policy No. 2.2 titled “*Subdivision in Jandakot and Banjup North of Armadale Road*”. The application makes mention as follows;

“The subject land is not impacted by the 500m buffer from the AU7 zone which is identified as a requirement in the City of Cockburn Local Planning Policy 2.2.”

It is important to note the City’s LPP 2.2 prescribes a 500m “rural” buffer in the context of the current zone “Resource”/ rural. LPP 2.2 does not contemplate urban/ residential proposals within 1000m of AU7 as the City does not consider it appropriate to allow residential/ urban development within this area. For this reason LPP 2.2 does not mention the 1000m buffer requirement as per the EPA Guidelines. This is therefore not considered to be an error or inconsistency with LPP 2.2 but rather an interpretation issue.

In conclusion, the existence of AU7 for Cattery and Dog Kennels within 750m of Lot 130 is an important planning issue as detailed under section 6.4 of SPP 2.5. This planning issue however remains as an unaddressed issue in the applicants’ proposal. Pursuant to the abovementioned State planning requirements this proposal over Lot 130 is not acceptable from a land use buffer perspective. Objective “e” of SPP 2.5 is to; “*avoid and minimise land use conflicts*”. Introducing dense residential areas into a dog kennel zone is therefore not considered to be in line with this objective of SPP 2.5, SPP 2.5 SPP 4.1, the EPA Guidelines or the City’s LPP 2.2.

City of Cockburn Local Planning Policy 2.2 - “Subdivision in Jandakot and Banjup North of Armadale Road” (‘LPP 2.2’)

Whilst the applicants proposal references part of LPP 2.2 the applicants proposal does not give a full description of the intent of LPP 2.2. This section of the report therefore aims to elaborate further on the intent of LPP 2.2.

LPP 2.2 identifies there are several large rural lots (including Lot 130) which have yet to reach their rural subdivision potential (typically 2ha lots).

LPP 2.2 recognises, as is the case with Lot 130, that sand extraction is likely to cease within a “*relatively short time frame*”. The policy goes on to explain as the sand resource is exhausted, landowners are expected



to seek WAPC approval to subdivide in accordance with the typical rural 2ha lot size requirements.

LPP 2.2 recognises there is a need for rural (2ha) subdivision over Jandakot Groundwater Mound to be compatible with the long term use of the groundwater for public water supply.

LPP 2.2 recognises Lot 130 is designated in part as a Bush Forever Site. As discussed earlier in this report it is expected Lot 130 will be revegetated in the bush forever portion of Lot 130 as per the approval for sand excavation. LPP 2.2 seeks to *“maintain remnant Bush Forever sites”* and *“require comprehensive rehabilitation works to be undertaken and completed at the time of subdivision, in accordance with an adopted Rehabilitation Management Plan approved by the City of Cockburn”*. LPP 2.2 seeks to *“maintain and enhance the high level of the visual and landscape qualities of the natural environment for the benefit of future generations”*. LPP 2.2 is therefore consistent with the 10 dot points as identified earlier in this report under the heading “City of Cockburn’s Perth and Peel 2015 Comments”.

Lot 130 proposal excerpts

The proposal for Lot 130 as submitted by the applicant mentions the following points which are not considered to be in keeping with the above sections of this report or with the State planning framework;

- *“The subject land is identified as ‘Rural’, which is considered an anomaly and does not reflect the pattern of existing and planned urban development in and adjacent [to] the precinct”.*
- *“The subject land shares the same physical site characteristics and is relatively unconstrained as the abovementioned land parcels”.*
- *“The development concept plan has given regard to preserving important remnant vegetation and wetlands”.*
- *“The purpose of this amendment is to support development of the subject land for its highest and best use in the future”.*
- *“Rural designation can be regarded as an underutilisation of land that should be more broadly investigated for its potential to be urbanised”.*
- *“Due to approved clearing that has occurred and the vegetation condition on the subject land, the issue of Bush Forever and Ecological Linkages does not form a constraint to the development of this land.”*

As mentioned above these comments within the proposed MRS amendment do not give due regard to the very precise wide ranging multi-level State planning framework.

Jandakot Airport



On 10 March 2016 Council made a recommendation to the WAPC in relation to the then; draft “2015 State Planning Policy 5.3 Land use Planning in the Vicinity of Jandakot Airport” under Council item number 14.1 (refer to City’s website for details). This report in 2016 made 7 key recommendations. Three of which were to;

- *“Include frequency-based noise charts (N60, N65 & N70 Noise Contours) to supplement the ANEF within SPP 5.3 as recommended in NASF Guideline A.”*
- *“The requirement for notifications on land titles for all new noise sensitive development within the ‘Frame Area’ and also the N60 100 daily noise event contours.”*
- *“The requirement for 6.38mm laminated glass on all new noise sensitive development within the existing/ proposed ‘Frame area’ under SPP 5.3.”*

The proposed amendment to Lot 130 is relatively consistent with the above in that it proposes notification on title for aircraft noise and also recommends 6mm glass (which should read 6.38mm glass).

The proposal for Lot 130 is relatively consistent with the above mentioned 2016 report to Council with regard to aircraft noise. Notwithstanding, it is clear that these potential future residents on Lot 130 will experience aircraft noise/ ongoing noise nuisance and disturbance.

Where residents experience aircraft noise there may be residents who then make formal complaints about the aircraft noise due to their frustrations with the ongoing (and increasing over time) noise nuisance.

SPP 5.3 and the Jandakot Airport Masterplan (Airports Act 1996) seeks to protect Jandakot Airport from encroachment by incompatible land use and development. This proposal, however, represents an encroachment of noise sensitive development closer to Jandakot Airport.

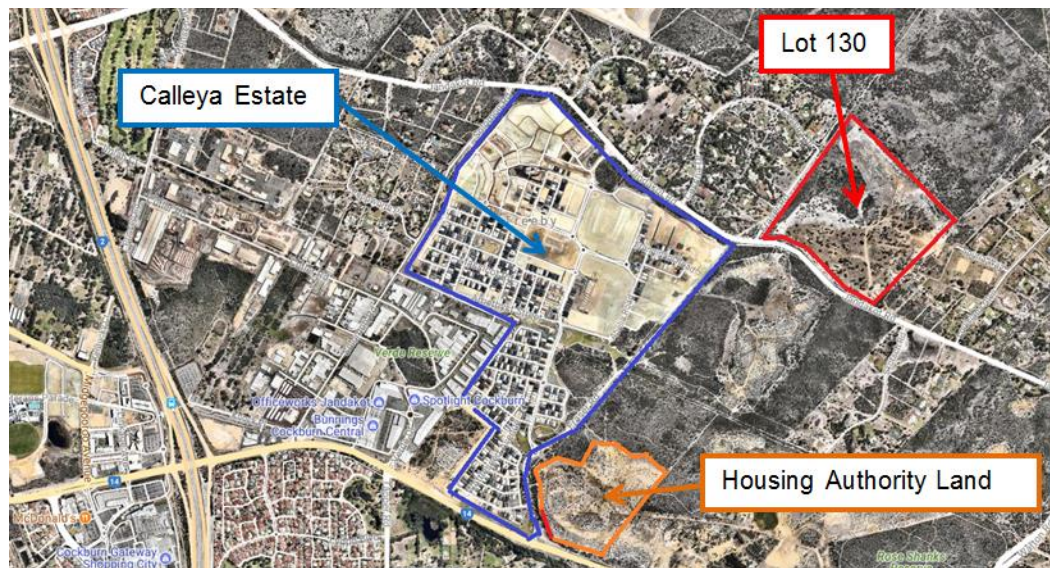
The surrounding Urban Development - Calleya and Housing Authority.

Page 25 of the applicant’s proposal report refers to the following sites;

- Department of Housing Land/ Housing Authority. This was previously Lot 821 Armadale Road, Banjup in 2015. Following subdivision this lot is now Lot 703 Ghostgum Avenue, Treeby. Referred to below as; “Housing Authority Land in orange”; and
- The Calleya Estate which in 2011 comprised Lot 9002 Jandakot Road, Lot 132 Fraser Road, Banjup, Lots 1 & 9004 Armadale Road, Lot 8 Solomon Road and Lots 867 and 868 Dollier Road. The Calleya estate is now in 2018 made up of a number of lots. Referred to below as; “Calleya Estate in blue/ purple.”



These sites are shown below as follows.



Both the above mentioned sites in blue/ purple and orange are currently zoned “Urban” under the MRS. Both sites are similar to Lot 130, in some respect, in that they were;

- Both previously used for sand mining,
- Therefore cleared of native vegetation,
- Seen as being strategically located, and
- Both represented a “key opportunity for urban infill”.

The purpose of this section of the report is to explore the previous decision-making with respect to the rezoning of the abovementioned land. It needs to be understood whether this previous decision making should have any bearing over a potential decision over Lot 130.

Calleya Estate MRS Amendment

In October of 2011 the Western Australian Planning Commission under MRS Amendment No 1221/41 transferred this land from the Rural – Water Protection zone to the Urban zone.

This site differs from Lot 130 at is/was;

“not located within an Environmental Protection Policy wetland or Conservation Category Wetland. No Bush Forever sites [were] located within the land.”

In addition to the above, consistent with broad State government planning strategy, Directions 2031, the Sub-region Strategy (at the time) identified the majority of the land as an ‘Urban Expansion Area 2011 – 2015’. This land was identified as an area that could potentially be rezoned in the short to medium term.

In order for land to be identified on a State government long term vision for rezoning from rural to urban the land needs to be assessed by various State government departments from a variety of environmental perspectives. Following consensus urban expansion/ investigation areas are those which are agreed to be *“least constrained by physical considerations”*.

On 9 December 2010 Council considered item number 14.9 for the Calleya estate MRS amendment. The City indicated support for the MRS proposal based on the fact Calleya land was identified in Directions 2031 and the draft Strategy as urban expansion. This as mentioned above was due to the limited environmental significance and planning constraints of the land.

Housing Authority MRS Amendment

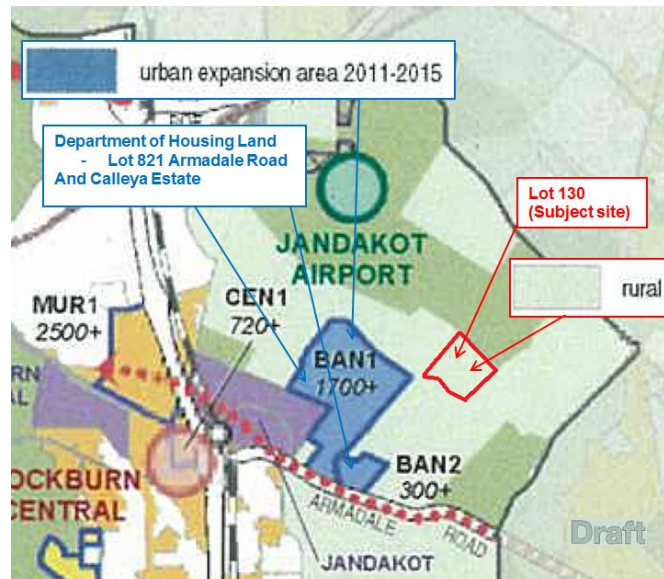
The above mentioned Council report and the Council report of 11 November 2010 referred to the Housing Authority Land. The report to Council of 11 November 2010 was item number 14.1 which provided comments of the then draft Sub-regional strategy.

Item 14.1 of 2010 identified the Housing Authority Land also be included in the Sub-regional strategy. It was indicated by Council at the time that this land was seen as logically forming part of the Calleya precinct. In October of 2015 the WAPC presented a MRS amendment No. 1289/57 over the Housing Authority Land. This amendment identified;

“The land does not contain any Conservation Category, Environmental Protection Policy wetlands or Bush Forever” and that “the draft framework identifies the subject land as “Urban Expansion”.

Please refer to the below image which identifies these sites under the then State government framework.





OCM 11/11/2010 Item 14.1 Attach 1

Figure 56: South-west sub-region spatial framework map
outer metropolitan perth and peel sub-regional strategy 93

In conclusion (of this report) the proposed MRS Amendment to Lot 130 is not considered to be an appropriate planning proposal for the reasons set out. The proposal is considered to be inconsistent with proper and orderly planning principles.

The proposal represents an outcome which conflicts with the higher order planning of the State government and also with the City's Local Planning Policy No. 2.2.

The City however acknowledges that should the finalised *Perth and Peel @3.5 Million* strategic suite of documents, including the South Metro Peel Sub-regional Framework, identify the land as being 'urban investigation' then it would need to reassess its position on Lot 130.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Further develop adaptation actions including planning; infrastructure and ecological management to reduce adverse outcomes arising from climate change.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.



Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

The WAPC has written to the City of Cockburn seeking preliminary comments on the proposed draft preliminary MRS amendment proposal within a very tight timeframe.

Should the WAPC consider this draft application is of merit it is understood the WAPC/ DoPLH will again write to the City of Cockburn seeking further comment on a potential future MRS proposal.

Should that potential future application result in a Scheme Amendment it will be advertised to the community for comment in accordance with the statutory requirements of the Planning Regulations. It is not practice to undertake community consultation at this early draft stage of preliminary MRS proposals. Notwithstanding this report is made public via the City's website/ Council agenda.

Risk Management Implications

Should Council consider opposing the Officer's recommendation it is understood the WAPC will determine this application in line with the WAPC's draft Sub-regional framework. It is understood that the draft Sub-regional framework identifies Lot 130 as remaining rural given its physical, environmental and social constraints.

Should the WAPC determine that this application is to be refused as per the Officer's recommendation, Council will not have any appeal rights under the State Administrative Tribunal should Council resolve to support this proposal.

Advice to Proponent(s)/Submitters

N/A

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

Nil





City of Cockburn
G.I.S Services Department

**Lot 130 (No. 367) Jandakot Road, Treeby
Location Plan and MRS Zone/ context Plan**

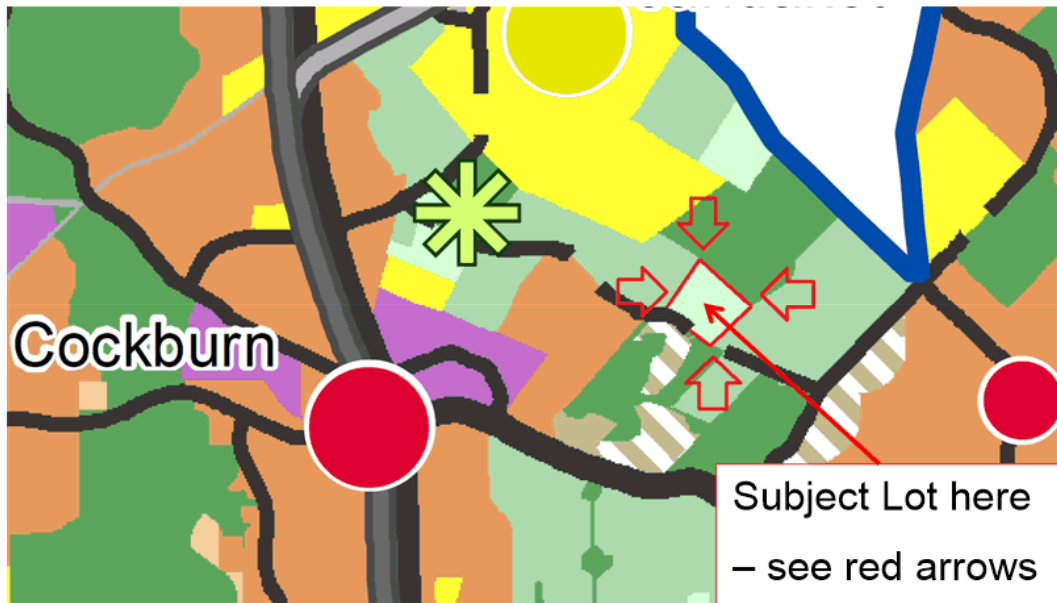
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6/02/2018

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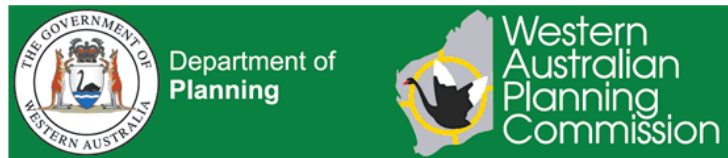
SOUTH METROPOLITAN PEEL SUB-REGION



Legend

	Rural Residential
	Rural
	State Forest
	Open Space
	Open Space Investigation
	Industrial
	Urban
	Urban Deferred
	Urban Expansion
	Urban Investigation
	Public Purposes
	Proposed Public Purposes
	Proposed Open Space - Sport

May 2015 Draft
 South Metropolitan Peel
 Sub-regional
 Planning Framework
 Towards Perth and Peel@3.5million



Existing MRS Zone Map



Proposed MRS Zone Map

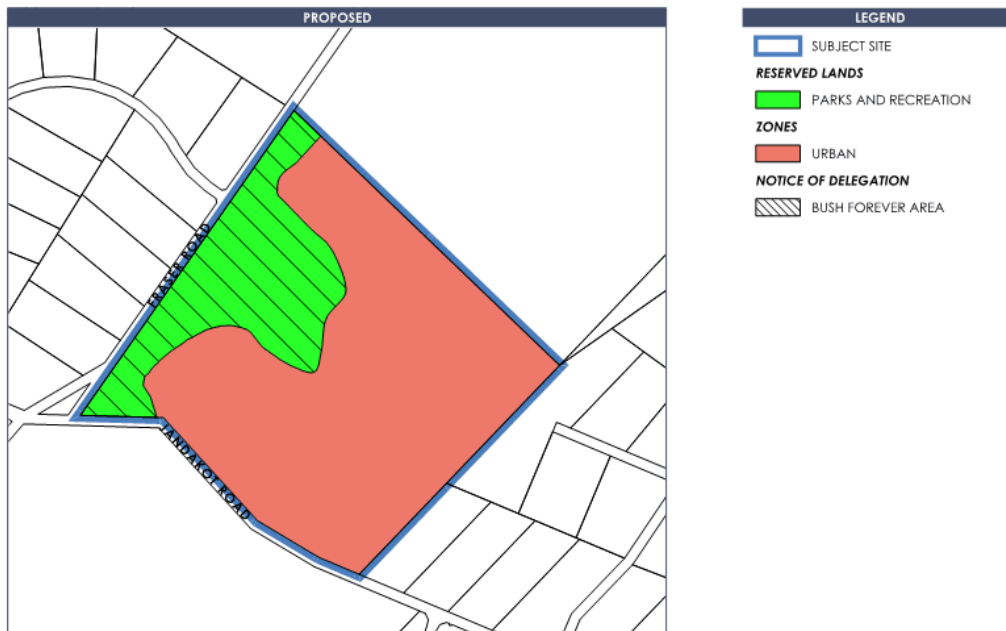


Figure 1 - Proposed Amendment to the Metropolitan Region Scheme for Lot 130 Jandakot Road, Treeby



14.8 (2018/MINUTE NO 0034) PROPOSED CHANGE OF USE - 'SHOP' TO 'SHOP & LIQUOR STORE (USE NOT LISTED)' - 281 (LOT 804) BEELIAR DRIVE, YANGETUP (DA17/0935)

Author(s)	P Andrade and A Lefort
Attachments	1. Location Plan ↓ 2. Site Plan ↓ 3. Floor Plan ↓ 4. Licenced Area Plan ↓ 5. MCAAY Submission ↓
Location	281 (Lot 804) Beeliar Drive, Yangebup
Owner	Beeliar One Pty Ltd
Applicant	ALDI Foods Pty Ltd C/- Urbis
Application Reference	DA17/0935

RECOMMENDATION

That Council:

- (1) refuse to grant planning approval for a change of use from 'Shop' to 'Shop and Use Not Listed (Liquor Store)' at 281 (Lot 804) Beeliar Drive, Yangebup for the following reasons:

Reason

1. The proposal, if approved, would have a cumulative negative social impact on the community as a whole due to the number of existing licenced premises selling alcohol in close proximity to the site which would be inconsistent with the aims of TPS 3 in relation to public amenity.
 2. The proposal, if approved would have a negative impact on the community as a whole; and
- (2) notify the applicant and those who made a submission of Council's decision.

COUNCIL DECISION

MOVED Cr K Allen SECONDED Deputy Mayor L Smith

- (1) that Council grant planning approval for a change of use from 'Shop' to 'Shop and Use Not Listed (Liquor Store)' at 281 (Lot 804) Beeliar Drive, Yangebup for the following reasons:
 1. The proposal, if approved, would not have a cumulative negative social impact on the community as a whole due to



the already existing licenced premises selling alcohol in proximity to the site which would be consistent in relation to public amenity.

2. The public consultation clearly demonstrates that this is something that is, on balance, supported, and the additional competition and variety in the offer is clearly desired by the local community.
3. The request is for an extremely small area compared to Coles, Woolworths and the Tavern, The liquor offer is focused on convenience and combining trips. It is a small offer (1.3% of the footprint of the ALDI store, and about 10% of the size of a liquorland/BWS) and does not have an external visibility to attract people into the store, it is only visible to those customers who are already in the store. It's convenience.
4. The facility although small will create competition. There is nothing wrong with competition, it's healthy.
5. I note in the conclusion of the report the following from the officers,

“The planning framework does however require the social impacts of a development to be considered when contemplating an application for development. It is clear that the cumulative impact of liquor outlets within the community can cause social impacts and therefore impact negatively on the amenity of an area. Due to the number of existing liquor premises within Beeliar Village, the addition of another licenced premises is likely to have a social impact which may detract from the amenity of the area and it is recommended that Council refuse the application”.

Yet the above did not stop the officers supporting a 3rd service station, when there were 99 written objections to the 3rd station and a further 128 signature petition against. A 3rd service station certainly will impact the social fabric of the community, it certainly will detract from the amenity of the area, it certainly will negatively impact on the road network, Yet here we have a site that will be contained inside an existing building, serving warm alcohol and somehow is viewed quite, quite differently by the officers.

I repeat this change does have community support unlike the service station that didn't cross the road.

6. Granting our approval tonight doesn't automatically mean it will happen, it still needs to jump further Government



processes outside of Council .

- (2) notify the applicant and those who made a submission of Council's decision.

LOST 3/4

MOVED Cr S Pratt SECONDED Cr P Eva

That the recommendation be adopted.

CARRIED 4/3

Background

The subject site is 2.99ha in area and is bound by Yangebup Road to the north, Durnin Avenue to the west and Beeliar Drive to the south. The proposal pertains to the Aldi Supermarket (Shop use) approved in 2016 (DAP16/010) and currently being developed and nearing completion. Aldi has a retail area of 1,195m² (NLA) and 409m² of back of house facilities, totalling 1,604m².

The site forms part of a Local Centre known as Beeliar Village. This portion of the Local Centre is located on the northern side of Beeliar Drive and includes a tavern, two Fast Food outlets, a Service Station, Childcare Premises and other various speciality tenancies. The portion of the Local Centre on the southern side of Beeliar Drive includes Coles Supermarket, fast food outlets, Liquor Store, Service Station and other specialty tenancies.

The proposed change of use from Shop to a Use Not Listed (Liquor Store) is being presented to Council for determination as objections were received during the public consultation period. The proposal also conflicts with the Council's position unanimously carried at the 14 December 2017 Ordinary Council Meeting.

Submission

N/A

Report

Proposal

The applicant proposes to change the use of the premises to include a Use Not Listed under the City's Town Planning Scheme No. 3 – a liquor store. The proposal comprises of the following:

- A display area for alcohol of 21m² within the existing supermarket;
- Packaged liquor at room temperature to be consumed off-site; and
- No external advertising in relation to this use (Liquor).



Including floor space for the sale of liquor is consistent with a number of other Aldi Supermarkets across Western Australia.

Public Consultation

The application was advertised to 260 nearby landowners and external agencies for a period of 21 days. A total of 23 submissions were received but only 6 of these submissions were from residents directly advertised to, in which all were in support of the proposal.

The remainder of submissions were from residents outside of the advertising area. The City also consulted directly with the McCusker Centre for Action on Alcohol and Youth (MCAAY) who made a submission objecting to the proposal.

In total, there were 5 objections to the proposal and 18 submissions in support. The objections relate to:

- The number of other liquor stores or premises where alcohol is available in close proximity;
- Objection to the selling of alcohol within a supermarket; and
- Concerns about harm to public health due to over exposure to youth, greater affordability of alcohol and associated crime or antisocial behaviour.

Planning Framework

Zoning

The subject lot is zoned 'Urban' under the Metropolitan Region Scheme (MRS) and 'Development' zone within Development Area 4, under the City of Cockburn Town Planning Scheme No. 3 (TPS 3).

The objective of the 'Development' zone is: *"To provide for future residential, industrial or commercial development to be guided by a comprehensive Structure Plan prepared under the Scheme"*.

The site forms part of 'Cell 6 Yangebup' Structure Plan which mandates the site as a 'Local Centre' zone.

The objective of the Local Centre Zone is: *"To provide for convenience retailing, local offices, health, welfare and community facilities which serve the local community, consistent with the local - serving role of the centre"*.

A 'Shop' is defined in the TPS 3 as a: *"premises used to sell goods by retail, hire goods, or provide services of a personal nature (including a hairdresser or beauty therapist) but **does not include a** showroom, fast food outlet, bank, farm supply centre, garden centre, hardware store, **liquor store and nursery"**.*



A Liquor Store is defined in the TPS 3 - *“means a building the subject of a Store Licence granted under the provisions of the Liquor Act.”*

A Liquor Store is not listed in Table 1 – Zoning Table of TPS 3 and is therefore an ‘A’ use within the Local Centre zone. This means that the use is **not permitted unless** the local government has exercised its discretion and has granted planning approval after giving special notice in accordance with *clause 64(3)* of the deemed provisions.

Local Planning Policy 3.6 Licenced Premises (Liquor) (LPP 3.6)

LPP 3.6 provides guidance in assessing planning applications for licenced premises and the need for the public impact to be taken into account during assessment. The policy states that:

“This policy arises from the provisions of the City’s Town Planning Scheme No. 3 (TPS 3) where the aims of TPS 3 are to ensure development complies with accepted standards and practices for public amenity and convenience. And also to ensure that the quality of life enjoyed by the City’s inhabitants is not jeopardised by poor planning, unacceptable development and incompatible use of land. In appropriate distribution and function of liquor licenced premises is considered to have a significant potential to conflict with these town planning objectives.”

City of Cockburn Public Health Plan 2013-2018

The City’s Public Health Plan (PHP) identifies alcohol as a priority area and includes the following overarching objective:

‘To raise local awareness of the negative health impacts caused by harmful use of alcohol and increase the City of Cockburn’s commitment to addressing the harmful use of alcohol.’

Further to this, the PHP’s first detailed objective (1) is:

‘Encourage the responsible service of and safe consumption of alcohol to staff and the wider Cockburn community.’

A key action (1.1) relating to this objective is:

‘Apply the City’s existing Alcohol policy to ensure that it promotes safe drinking levels and effectively reduces the risk factors associated with preventable injuries caused by harmful levels of alcohol consumption.’

The identification of alcohol as a priority area within the City of Cockburn provides a strategic level of importance. It is therefore reasonable for Council, when considered in the context of LPP 3.6 to consider the impacts of increased liquor availability in the community when using discretion in granting planning approval.



Planning Considerations

Amenity - Social Impacts

Social impacts and impact on the community as a whole are matters that are to be considered by local government under clause 67 (n) (iii) & clause 67 (x) of the *Planning and Development Regulations 2015* when considering a planning application.

Studies such as those referenced in the submission from MCAAY suggest that alcohol has an impact on public health and antisocial behaviour. The research suggests that alcohol is not an ordinary commodity such as bread and milk and should be treated differently due to the risks posed by alcohol. Making alcohol available in supermarkets and increasing the number of alcohol outlets within a centre has the potential to negatively impact on the community through its cumulative effect.

Whilst the approval of one or two liquor outlets within a designated area may be reasonable and there is no regulation within the Planning and Development framework in regards to distances between liquor stores or a maximum number of liquor stores in a certain area, there is concern about the cumulative effect of multiple liquor outlets in close proximity. Council, in applying discretion to approve liquor uses within the area, must be satisfied that approval of the use will not have negative social impacts. So, whilst approval of this single use may seem reasonable and comply with the planning framework, there is a concern that the resulting cumulative impact of liquor outlets in this centre may lead to future harm in the community.

This position has been formalised by Council, which is discussed in more detail below.

Council Position

At the Ordinary Council Meeting (OCM) held on 14 December 2017, Council unanimously made the following resolution:

‘That Council

- (1) adopts the position that the community of Cockburn considers that local shopping centres are adequately serviced with a maximum of two bottle shops and any additional bottle shops should not be supported in or adjacent to local shopping centres, including South Lake and Beeliar Village;*
- (2) advise the Director of Liquor Licensing of Council’s position;*
- (3) advise Aldi that the City does not support the sale of liquor at the supermarket in the Beeliar Village local shopping centre as it considers that the centre and the surrounding community is adequately serviced by the existing liquor outlets in the area; and*



(4) considers revisions to Position Statement PSPD28 Licensed Premises to reflect (1) at the next DAPPS meeting.'

Amendments to Council's Position Statement PSPD28 - Licensed Premises reflecting this was prepared to be presented to the DAPPS Committee on 22 February 2018. The Committee meeting was cancelled and is now presented to Council for adoption.

The Beeliar Village and vicinity already accounts for two bottle shops, those being *Thirsty Camel* (attached to the Vale) and *Liquorland*. The *Vale Bar & Brasserie* tavern, located adjacent to Aldi also has a licence to sell liquor.

Signage

The applicant does not intend to promote the sale of liquor outside of the premises.

Parking and Traffic.

The use is not expected to contribute to an excess demand for car parking on site by way of additional visitors or employees, as it is anticipated that customers accessing the liquor whilst purchasing other items in the store. The site also currently has a surplus of car bays and the proposal will not affect the amenity of residents in relation to parking or traffic.

Hours of Operation

The hours of operation of this liquor store would be determined by section 98 of the Liquor Control Act 1988 and would be no more than the hours the (Shop) Aldi supermarket operates within.

Conclusion

Whilst the planning framework does not specifically restrict the number of liquor outlets in any one location and the use is capable of approval under TPS 3, the use is not permitted unless Council exercises discretion in granting approval. The planning framework does however require the social impacts of a development to be considered when contemplating an application for development. It is clear that the cumulative impact of liquor outlets within the community can cause social impacts and therefore impact negatively on the amenity of an area. Due to the number of existing liquor premises within Beeliar Village, the addition of another licenced premises is likely to have a social impact which may detract from the amenity of the area and it is recommended that Council refuse the application.



Strategic Plans/Policy ImplicationsCommunity, Lifestyle & Security

Provide safe places and activities for residents and visitors to relax and socialise.

Economic, Social & Environmental Responsibility

Increase local employment and career opportunities across a range of different employment areas.

Create opportunities for community, business and industry to establish and thrive.

Budget/Financial Implications

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

Legal Implications

Any decision by Council can be subject to review by the State Administrative Tribunal.

Community Consultation

Public advertising occurred for 21 days to 260 landowners/agencies/bodies and was made available to the wider public. See relevant public consultation section above for further details.

Risk Management Implications

If the proposal is approved, there is a risk that the cumulative impact of licenced premises within this locality will have a detrimental impact on the amenity of the area which would be undesirable. If the proposal is refused, there is a risk that the applicant will lodge a review of the decision with the State Administrative Tribunal, in which there may be costs involved in defending the decision, particularly if legal Counsel is engaged.

Advice to Proponent(s)/Submissioners

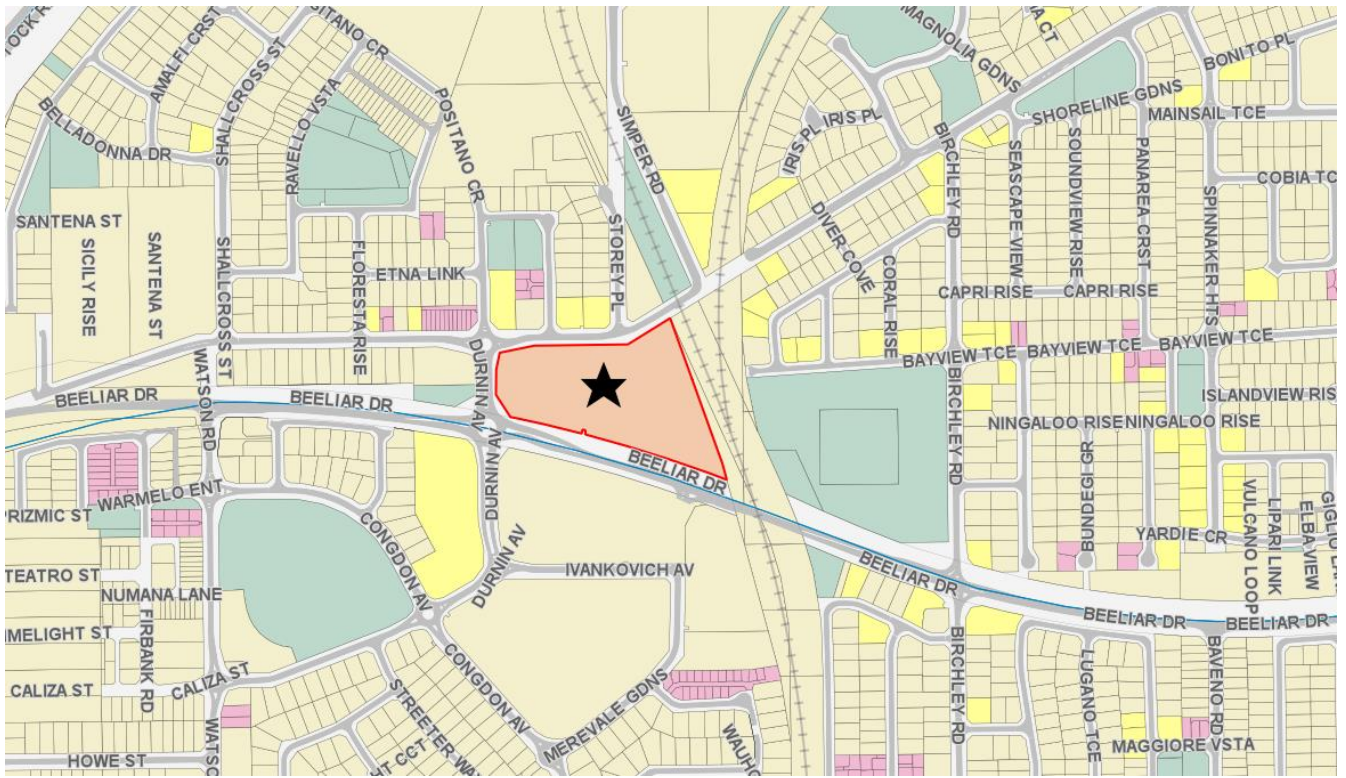
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 March 2018 Ordinary Council Meeting.



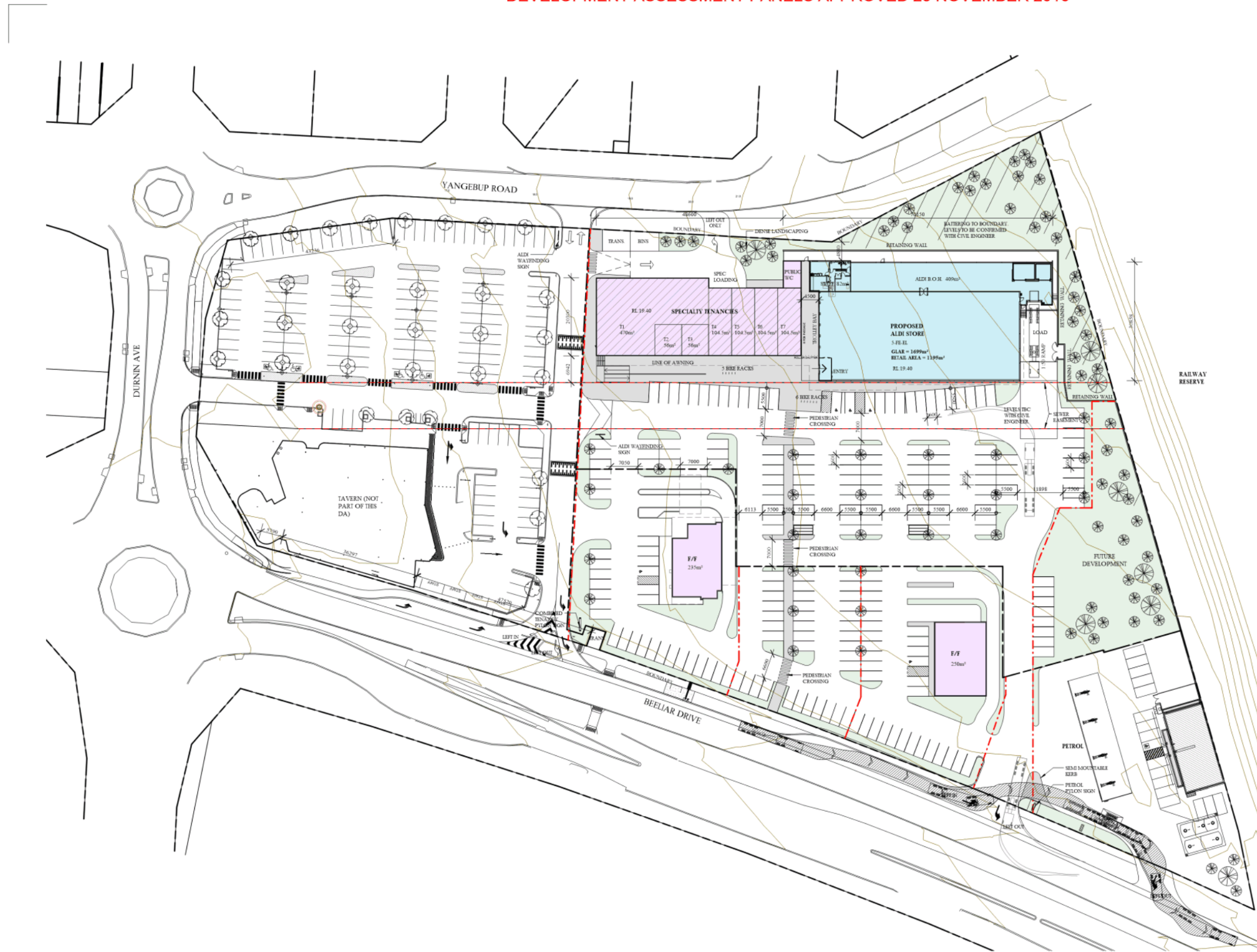
Implications of Section 3.18(3) *Local Government Act, 1995*

Nil





DEVELOPMENT ASSESSMENT PANELS APPROVED 25 NOVEMBER 2016



DEVELOPMENT DESCRIPTION:

TOTAL SITE AREA	29999m ²
TOTAL F/F & PETROL SITE	8045m ²

SUPERMARKET:

G.L.A.R	1699m ²
G.F.A.	1746m ²
NET RETAIL AREA (NLA)	1195m ²
BACK OF HOUSE	409m ²
STAFF AREA	82m ²

SPECIALTIES, F/F & PETROL:

G.L.A. SPECIALTIES	1000m ²
G.L.A. FAST FOOD	485m ²
G.L.A. PETROL	268m ²
TOTAL G.L.A.	1753m²

AREAS (N.L.A.):

SPECIALTIES	850m ²
PETROL	201m ²

CAR PARKING REQUIREMENTS:

SUPERMARKET	100 bays
SPECIALTIES	71 bays
FAST FOOD	33 bays
PETROL (inc. Service Bays)	16 bays
TOTAL BAYS REQUIRED	220 bays

CAR PARKING PROVIDED:

GENERAL PARKING	230
PETROL BAYS/SEWER BAYS	8
F/F DRIVE THRU	12
BAYS PROVIDED	250 bays

SURPLUS

± 30 bays

CAR PARKING CALCULATIONS:

SHOP:
1:12m² N.L.A. for 0-5000m² N.L.A.

SERVICE STATION:
1:15m² N.L.A. PLUS
1:1 EMPLOYEE PLUS 2:1 PER SERVICE BAY
FAST FOOD
1:15m² G.L.A.

CAR PARKING CALCULATIONS AS PER THE CITY OF COCKBURN TPs No.3



PROPOSED BEELIAR SHOPPING CENTRE
SITE PLAN

11/11/2016

KPA PROJECT NO: 16-013

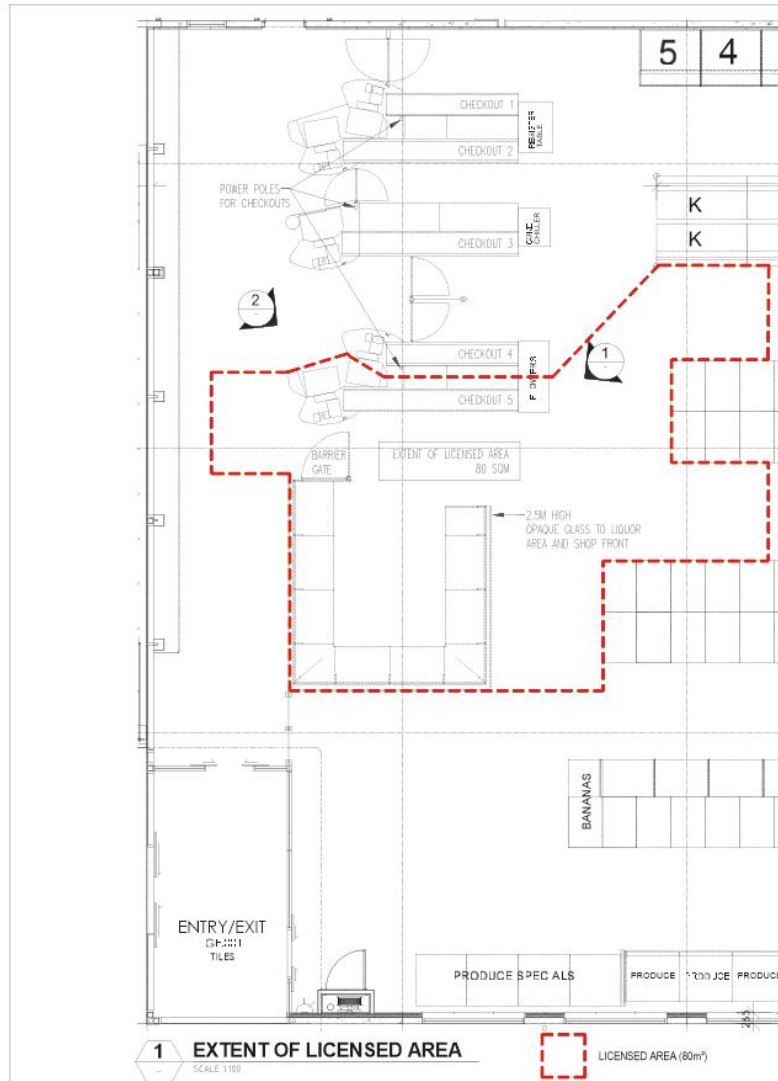


AMENDED DA
DA-01
DRAWING

C
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2 PERSPECTIVE VIEW 1 OF LIQUOR AREA
SCALE 1:100



3 PERSPECTIVE VIEW 2 OF LIQUOR AREA
SCALE 1:100

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PROJECT
PROPOSED ALDI FOOD STORE
LOCATION
BEEILIAR INDICATIVE

DATE	REV	DESCRIPTION
31.07.17	A	INITIAL ISSUE

ARCHITECT
actus
associates

DRAWING TITLE				DRAWING NO.	REV
BEEILIAR EXTENT OF LICENSED AREA				BLLP01	A
SCALE	DATE	DRAWN	CHECKED	PROJECT NO.	
1:100/A3	JULY 2017	HD	EJ	16-015	

Document Set ID: 6879891



Curtin University
Health Research Campus
GPO Box U1987
PERTH WA 6845
Tel: +61 8 9266 9079

30 January 2018

Patrick Andrade
Planning Officer
City of Cockburn

Dear Mr Andrade,

We are writing to express concern about the planning application DA17/0935 by Aldi Foods Limited for a liquor store located at 281 Beeliar Drive, Yangebup to be known as Aldi Beeliar.

The McCusker Centre for Action on Alcohol and Youth at Curtin University is committed to reducing harms from alcohol among young people. The work of the McCusker Centre is directed towards raising awareness of the magnitude of alcohol-related harms among young people, the evidence-based approaches we know can work, other options, and the need to act without delay.

We support the City of Cockburn's recent initiative to curb the availability of alcohol through bottle shops and commend the City of Cockburn for acting to protect the community from alcohol-related harm. We believe this initiative provides a positive example for other WA local governments. We note that there are multiple liquor outlets in close proximity to the proposed Aldi Beeliar liquor store.

The McCusker Centre has submitted objections to the WA Director of Liquor Licensing regarding a number of proposed Aldi supermarket liquor licences, on the basis that we believed that the Aldi liquor stores would not be in the public interest. While detailed information about the proposed liquor store is not provided on the City of Cockburn planning consultation website, based on the information available, it appears that the proposed Aldi Beeliar liquor store is consistent with other WA Aldi liquor stores. Our concerns about previous Aldi liquor licence applications primarily relate to the nature of Aldi liquor stores, and we believe these concerns are relevant to the proposed Aldi Beeliar liquor store.

The McCusker Centre continues to be concerned about Aldi's proposal to sell alcohol inside a supermarket. Alcohol is not an ordinary commodity such as bread and milk, and it deserves to be treated differently.¹ It is an inherently risky product with potential to cause significant harms to drinkers and others. Alcohol-related harm is substantial and costs the WA community \$3.1 billion per year in policing costs, hospitalisations, road crashes, and ambulances.² In 2016, an average of 14 ambulances per day were called to attend to West Australians for the primary reason of alcohol intoxication, including 9 ambulances per week for children and young people aged 18 years and

¹ Babor T, Caetano R, Casswell S, et al. Alcohol: no ordinary commodity - research and public policy. Oxford: Oxford University Press; 2010.

² Alcohol.Think Again. Alcohol and Your Health Infographic Mental Health Commission; 2017 [cited Nov 10 2017]. Available from: <http://alcoholthinkagain.com.au/Resources/Alcohol-Use-Statistics>.

younger.³ One in five trauma admissions to the Royal Perth Hospital in 2015 had documented alcohol and/or drug use in the 12 hours preceding the trauma event.⁴ Alcohol is also suspected to be involved in an increasing proportion of fatal crashes on WA roads. In 2011, 18% of all fatalities were believed to involve alcohol; by 2016, 32% of all fatalities involved alcohol.⁵

Selling alcohol inside a supermarket has the potential to contribute to the normalisation of alcohol. We believe the layout of Aldi liquor stores, with the liquor display area inside the supermarket, would contribute to the normalisation of alcohol through:

- The treatment of alcohol as a normal grocery item,
- Young people's exposure to alcohol promotion associated with the liquor store,
- Availability of alcohol in a place young people are likely to visit, and
- It would make alcohol easier to buy and more affordable.

Supermarkets are places children and young people are likely to visit with or without their parents. The layout of Aldi liquor stores means that children will be exposed to the sale and promotion of alcohol in places where they would not normally see it. We are also concerned about the impact of alcohol promotions associated with a liquor store inside the supermarket. Such promotions include product packaging, point-of-sale promotions, and free gift promotions.

The McCusker Centre is also concerned about Aldi's intent to sell very low-priced alcohol. Aldi has a reputation as a discount retailer, with the tagline "impossibly low prices".⁶ This reputation translates into its liquor operations. For example, Aldi sell bottles of wine for less than \$3 and four-litre wine casks for less than \$9.⁷

There is compelling evidence that the price of alcohol has a significant impact on consumption and harm from alcohol at a population level.⁸ When alcohol is more expensive people drink less, and young people are particularly responsive to the price of alcohol.^{8,9} Price is also a significant risk factor for the harmful consumption of alcohol.⁹

Packaged liquor is of particular concern from a public health perspective. Packaged liquor accounts for a large proportion (80.5%) of alcohol sold in Australia.¹⁰ Packaged liquor outlet density is positively associated with rates of assault, domestic violence, chronic disease and very heavy

³ St John Ambulance WA. Ambulance call-outs for the primary reason of alcohol intoxication in 2016 [unpublished data] May 15 2017.

⁴ Royal Perth Hospital. Western Australian State Trauma Registry Report 2015. Department of Health, Government of Western Australia; 2017.

⁵ Road Safety Commission. Request for information on alcohol and young drivers involved in fatal crashes 2010 to September 2016, WA [unpublished data]. 2016. Perth, WA: RSC; Dec 12 2016.
Road Safety Commission. 2016 Summary: Preliminary fatal and critical injuries on Western Australian roads. Perth, WA: Road Safety Commission; 2017.

⁶ Aldi. Customer Information [cited Jan 30 2018]. Available from: <https://www.aldi.com.au/en/about-aldi/customer-information/>.

⁷ ALDI. Wine: Don't know it till you try it. Wine time is a fine time [cited Jan 30 2018]. Available from: <https://www.aldi.com.au/en/groceries/liquor/wine/>.

⁸ National Preventative Health Taskforce. Australia: The Healthiest Country by 2020 – National Preventative Health Strategy – the roadmap for action. Canberra: Commonwealth of Australia; 2009.

⁹ Byrnes J, Shakeshaft A, Petrie D, et al. Can harms associated with high-intensity drinking be reduced by increasing the price of alcohol? Drug and Alcohol Review. 2013;32(1):27-30.

¹⁰ Euromonitor International. Passport: Alcoholic drinks in Australia. August 2013.

episodic drinking.¹¹ Given that packaged liquor accounts for such a large proportion of alcohol sold in Australia, even a small percentage change in the availability of alcohol through packaged liquor outlets would be expected to have an identifiable impact on levels of alcohol consumption in WA.

Given the ongoing impacts of alcohol-related harm on the WA community, additional liquor outlets, and especially those with a strong focus on cheap alcohol, may be harmful to the surrounding community. We encourage the City of Cockburn to reject this planning application on the basis of the concerns outlined above.

Yours sincerely,



Julia Stafford
EXECUTIVE OFFICER
MCCUSKER CENTRE FOR ACTION ON ALCOHOL AND YOUTH

¹¹ Livingston M. To reduce alcohol-related harm we need to look beyond pubs and nightclubs. *Drug and Alcohol Review*. 2013; 32(2):113-114.

14.9 (2018/MINUTE NO 0035) ACQUISITION OF LOT 75 QUARIMOR ROAD, BIBRA LAKE

Author(s) K Sim
Attachments N/A

RECOMMENDATION

That Council:

- (1) purchase Lot 75 Quarimor Road, Bibra Lake for a consideration of \$340,000
- (2) consents to transfer a total amount of \$340,000 from Land Development and Community Infrastructure Reserve to cover the cost of purchase; and
- (3) amend the 2017/18 Municipal Budget by transferring a total amount of \$340,000 from the Land Development and Community Infrastructure Reserve to fund the purchase of Lot 75 Quarimor Road, Bibra Lake.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

MOVED Cr C Terblanche SECONDED Cr S Pratt

That the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 7/0

Background

Lot 75 Quarimor Road, Bibra Lake is a parcel of land which was formerly portion of a railway reserve. The land is owned by the State of Western Australia, and adjoins to the north Lot 4219 Quarimor Road, which is owned by the City. The City has approached the State Government to enquire as to purchasing the land, and has been offered the opportunity to purchase the land for a consideration of \$340,000. This is an important market opportunity that the City can now harness.

Submission

The Lands Division of the Department of Planning ,Lands and Heritage has had the land valued by the Western Australian Valuer-General's office and based on this valuation forwarded an offer to purchase to the City of Cockburn.



Report

Lot 75 Quarimor Road is landlocked and only of value to an adjoining landowner. Due to a level difference of approximately 5 metres, the land is not attractive to the landowners on the eastern side, Lot 61 and Lot 1 Quarimor Road. It provides a logical addition to the south of the City's landholding. The subject land is shown in red on the following diagram



The purchase price, based on the Western Australian Valuer-General's valuation, is \$340,000. Given that the area of Lot 75 is 2,827m² this equates to a rate of \$120 per square metre. This rate in the dollar compares favourably with the sale in 2014 by the City of Cockburn of Lot 4218 Quarimor Road (the land on the northern side of Quarimor Road, opposite Lot 4219) for \$2,728,000, which equates to \$365 per square metre. The discount recognises the land locked nature of the subject land.

Once purchased it is envisaged that the combined lot 4219 and 75 will be used for storage of Council equipment not conveniently located at the Operations Centre in Wellard Street. This use is not seen to be long term as an alternative site is being developed on the former landfill site at 7 and 11 Howson Way, Bibra Lake for general storage purposes.

The purchase of Lot 75 Quarimor Road represents a strategic medium to long term land holding. There is potential in the future for this land to be leased out as hard stand or when the market for commercial property in Bibra Lake improves to be sold.



The Land Management Strategy 2017-2022 provides guidance in the acquisition of land namely

“The City to consider purchasing land that has potential to achieve capital gain in the short .medium or long term, and which has the potential to be used in accordance with its ultimate purpose”

It is recommended that the City purchase the land, for the purchase price of \$340,000.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.

Economic, Social & Environmental Responsibility

Create opportunities for community, business and industry to establish and thrive.

Budget/Financial Implications

The purchase of this land asset is proposed to be funded from the Land Development and Community Infrastructure Reserve.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

The risk of the City not purchasing the land is that it will miss this strategic land opportunity, which will be an undesirable opportunity cost upon the community.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



14.10 (2018/MINUTE NO 0036) AMENDMENT TO PACKHAM NORTH / ENTRANCE ROAD STRUCTURE PLAN - LOT 490 (NO. 47) ENTRANCE ROAD, COOGEE

Author(s)	C Sullivan and T Van der Linde
Attachments	1. Structure Plan Amendment Map 2. Revised Structure Plan Map 3. Schedule of Submissions

RECOMMENDATION

That Council:

- (1) adopts the Schedule of Submissions prepared in respect of the amendment to the Structure Plan for Lot 490 Entrance Road, Coogee;
- (2) pursuant to clause 20 of the Deemed Provisions of City of Cockburn Town Planning Scheme No. 3, recommend to the Western Australian Planning Commission the amendment to the Structure Plan for Lot 490 Entrance Road, Coogee, be approved;
- (3) advise the proponent and those who made a submission of Council's recommendation accordingly.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

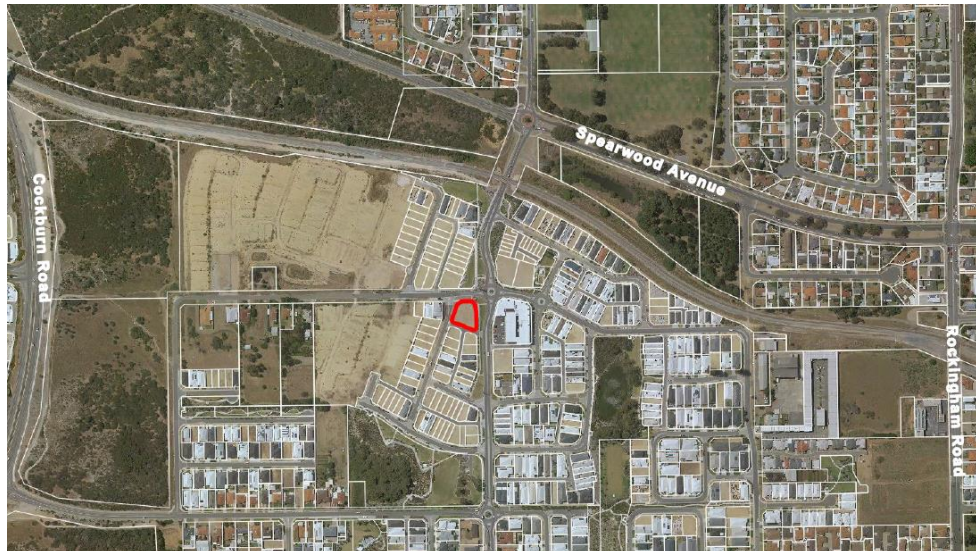
That the recommendation be adopted.

CARRIED 7/0

Background

The proposed Structure Plan amendment relates to Lot 490 (No. 47) Entrance Road, Coogee ("subject site") outlined in red on the following diagram.





The subject site is located within the Packham North/Entrance Road Structure Plan area (“Structure Plan”). The Structure Plan was originally endorsed by the Western Australian Planning Commission (“Commission”) in 2012 and was amended in 2014. The amendment seeks to change the land use designation over the subject site from ‘Residential R60’ to ‘Local Centre’. The Structure Plan Amendment Map is included at Attachment 2.

The purpose of this report is for Council to consider the Proposed Structure Plan amendment for a recommendation to the Commission in light of submissions received during advertising and a detailed assessment by City officers as discussed below.

Submission

N/A

Report

Planning Background

The subject site is zoned ‘Urban’ under the Metropolitan Region Scheme (“MRS”), and ‘Development’ under City of Cockburn Town Planning Scheme No. 3 (“Scheme”). The subject site is also located within Development Area No. 31 (“DA 31”), Development Contribution Area No. 12 (“DCA 12”) and Development Contribution Area No. 13 (“DCA 13”) under the Scheme.

Pursuant to Clause 5.2.2.1 of the Scheme, “*The development of land within a Development Area is to comply with Table 9 [of the Scheme]*”. Clause 5.2.1 of the Scheme specifies “*Table 9 describes the Development Areas in detail and sets out the specific purposes and requirements that apply to the Development Areas*”. Under Clause 5.2.2.2 of the Scheme “*The subdivision and development of land within*



a Development Area is to generally be in accordance with any structure plan that applies to the land.”

On the above basis the specific provisions within Table 9 DA 31 of the Scheme are provided as follows:

1. *“An approved Structure Plan together with all approved amendments shall be given due regard in the assessment of applications for subdivision, land use and development in accordance with clause 27(1) of the Deemed Provisions.*
2. *To provide for residential development and compatible land uses.*
3. *Each subdivision and development application in the Development Area shall achieve at least 85% of the potential number of dwellings achievable under the RCode designated for the application area in the endorsed Structure Plan.*

Pursuant to the above Scheme provisions, the Packham North-Entrance Road Structure Plan was prepared and approved to guide subdivision and development of land within the Structure Plan area. The Structure Plan amendment now seeks to amend the land use designation of the subject site from ‘Residential R60’ to ‘Local Centre’. Local Centre uses are compatible with and compliment residential development and thus the proposal complies with the above Scheme provisions. The revised Structure Plan Map is included at Attachment 3.

Site Context

The subject site is 1273m² and currently vacant of all development and cleared of vegetation.

The subject site is bound by roads on all sides with Entrance Road to the north, Livorno Approach to the west, Cetara Lane to the south and Hamilton Road to the east. Hamilton Road is a north-south aligned district distributor that carries a significant amount of traffic through the Structure Plan area. Hamilton Road is the only road providing access to the Structure Plan area from the north and is thus an important entrance road to the estate.

Entrance Road is an important east-west connector through the Structure Plan area and for this reason the Structure Plan designated two Local Centre sites at the north-eastern and south-eastern corners of the Entrance Road-Hamilton Road intersection. The Local Centre land on the north-eastern corner (Lot 369-370 Entrance Road, Spearwood) has not yet been developed while the Local Centre land on the south-eastern corner (15 Pallett Avenue, Spearwood) has been developed as a three-storey mixed use building, with retail/commercial uses on the ground floor and apartments above. The Structure Plan



amendment proposes the subject site be an extension of this existing local centre.

A power transmission line easement of approximately 4.5m in width is located on the eastern boundary of the subject site restricting development on this portion of the site.

Apart from the local centre adjoining the subject land, the nearest local centre is Coogee Plaza, located approximately 600m south of the subject site. Coogee Plaza contains a number of shops located on a relatively small site of 3,878m², much of which is set aside for car parking.

Phoenix Shopping Centre is a district centre located approximately 900m north-east of the subject site, and offers a wide range of services to the community, satisfying daily and weekly shopping needs.

Proposed 'Local Centre' zone

The subject site's location on the corner of Entrance Road and Hamilton Road and proximity to existing Local Centre uses suggests it is an appropriate location for Local Centre development. The subject site is also within a prominent view corridor for vehicles travelling south along Hamilton Road due to the deviation of Hamilton Road to the north.

Furthermore, the subject site is bound by roads on all sides, and is not adjacent to residential development, meaning conflict between Local Centre uses and residential uses would be minimal. Given Lot 490 is effectively an 'island site' in a prominent location opposite the existing local centre, there is an opportunity for a well-designed, mixed-use development that appropriately addresses all street frontages, is similar in scale to existing local centre development at 15 Pallett Avenue, and comprises land uses that are compatible with the surrounding residential area.

There are some land uses permitted within the Local Centre zone under the Scheme that are not preferred uses for this site due to potential traffic and noise impacts on surrounding roads and residences. For this reason, the preferred uses for the subject site compatible with surrounding development are listed within Part One (statutory section) of the Structure Plan amendment. Any application for development would need to be supported by traffic and acoustic investigations to demonstrate that the proposed uses will not have a negative impact on surrounding development.

The site is relatively small in size and any retail/commercial development at the site is not expected to exceed 300m², complementing rather than competing with the local centre uses at Lot 369-370 Entrance Road and 15 Pallett Avenue. Thus, it is unlikely the



increased retail/commercial floor space at the subject site will impact the viability of Coogee Plaza or Phoenix Shopping Centre, being the two closest centres to the subject site. The increase in floor space is also consistent with the forecasted floor space for this local centre as specified within the City's Local Commercial and Activity Centre Strategy ("LCACS"). The increase in floor space is not inconsistent with the intention of LCACS for this centre to remain as a local centre and provide majority shop and retail services for the local community.

The location of power transmission lines within the site further suggests the site is suitable for local centre uses as the powerlines are less likely to impact the amenity of shops and services than residential development.

Notwithstanding, in accordance with the Scheme, residential development is still permitted within the 'Local Centre' zone at an R60 density. Thus, the proposed amendment does not prohibit residential development at the subject site, but broadens the number and type of land uses permitted at the subject site, providing greater opportunity to meet community needs through provision of services and/or residential dwellings.

Traffic and Access

Access to the subject site is to be from Livorno Approach, with access via Cetara Lane being permitted if required, thus minimising the impact on Entrance Road and Hamilton Road.

The Traffic Assessment prepared to support the Structure Plan amendment concludes that the forecast traffic increases generated by maximum possible development of the site are less than 10 per cent of road capacity and would be deemed to have no material traffic impact on the surrounding local road network under Commission guidelines.

In conclusion, as discussed above the subject site is suitable for a local centre and thus the Proposed Structure Plan amendment to change the land use designation of the site from 'Residential R60' to 'Local Centre' is recommended for support.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.

Economic, Social & Environmental Responsibility

Create opportunities for community, business and industry to establish and thrive.



Increase local employment and career opportunities across a range of different employment areas.

Budget/Financial Implications

The required fee was calculated on receipt of the Proposed Structure Plan amendment and has been paid by the proponent. There are no other direct financial implications associated with the Proposed Structure Plan amendment.

Legal Implications

Clause 20(1) of the deemed provisions requires the City to prepare a report on the Proposed Structure Plan amendment and provide it to the Commission no later than 60 days following the close of advertising.

Community Consultation

In accordance with clause 18(2) of the deemed provisions, the Proposed Structure Plan amendment was advertised for a period of 28 days commencing on 23 January 2018 and concluding on 20 February 2018. Advertising included a notice in the Cockburn Gazette and on the City's webpage, letters to landowners in the vicinity of the Proposed Structure Plan amendment area, and letters to relevant government agencies.

In total Council received eleven submissions, six from government agencies and five from landowners. None of the submissions provided any objections to the proposal and all five landowner submissions expressed their support for the proposal.

Further analysis of the submissions has been undertaken within the Schedule of Submissions included at Attachment 4.

Risk Management Implications

If the Proposed Structure Plan amendment is not approved, there will be a missed opportunity to provide more services and shops to the local community and capitalise on the development potential of the site being in close proximity to the existing centre on the eastern side of Hamilton Road. It is clear from the submissions received during advertising, that additional services and shops are welcomed by the community.

The proposed amendment also provides the opportunity to provide an entrance statement to the Structure Plan area from Hamilton Road, by reflecting the local centre zone and development on the eastern side of Hamilton Road.

The proposed amendment provides greater opportunities for development at the site, while not restricting residential development. A



'Local Centre' land use classification in this location provides the opportunity for mixed use/shop-top housing as provided on the eastern side of Hamilton Road.

If the amendment is not approved, these opportunities are lost.

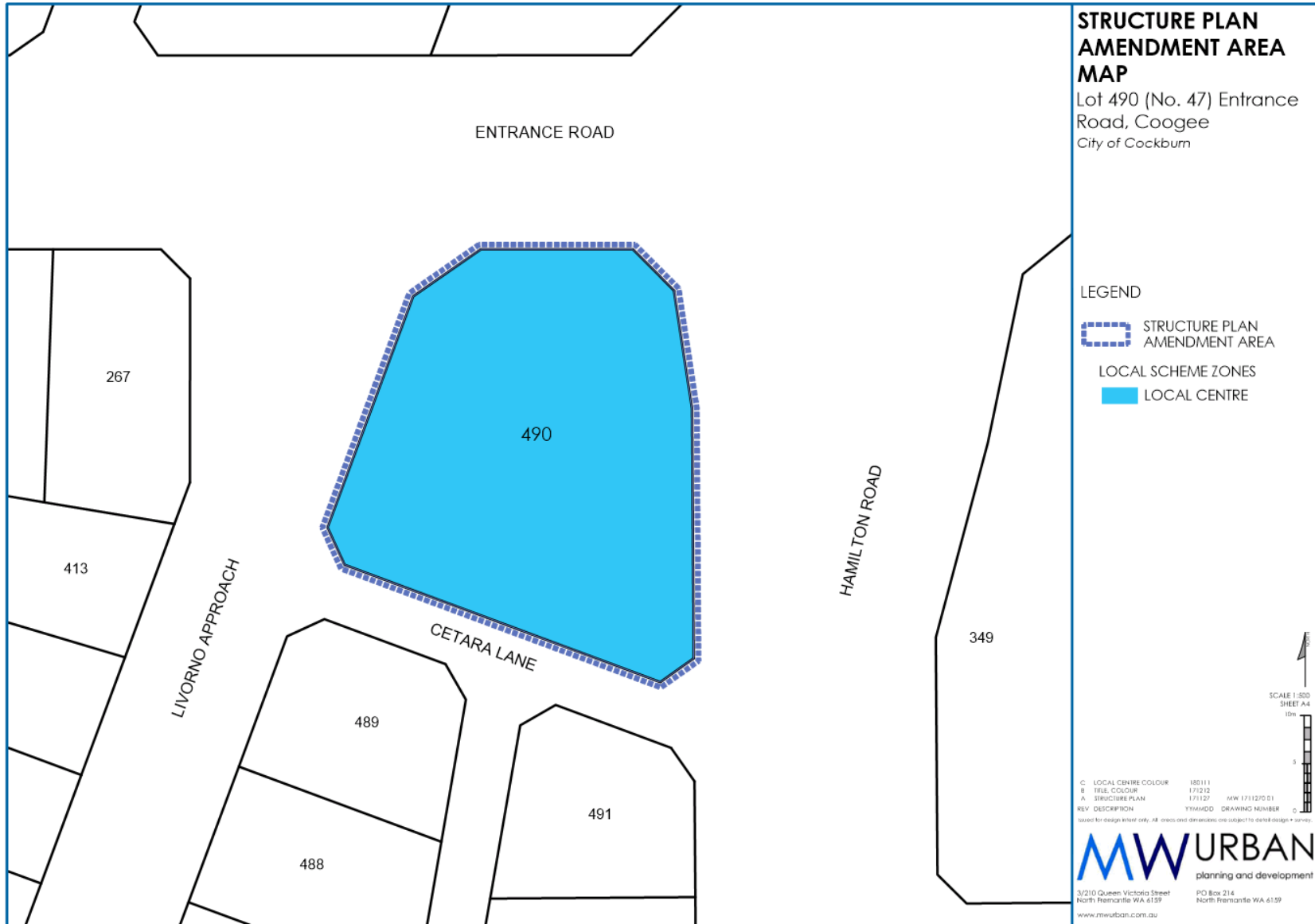
Advice to Proponent(s)/Submissioners

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 March 2018 Ordinary Council Meeting.

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

Nil







PLAN 1: STRUCTURE PLAN MAP

Lots 1-4, 4-8, 132, 300 and 301 Hamilton Road and Lot 9 Entrance Road
 Spearwood
 City of Cockburn



A STRUCTURE PLAN
 REV DESCRIPTION
 171127 MW 1711270 01
 YYMMDD DRAWING NUMBER
 based for design intent only. All areas and dimensions are subject to detail design + survey.

MWURBAN
 planning and development

3/210 Queen Victoria Street
 North Fremantle WA 6159
 www.mwurban.com.au

PO Box 214
 North Fremantle WA 6159

File No. 110/179

SCHEDULE OF SUBMISSIONS
PROPOSED STRUCTURE PLAN AMENDMENT – LOT 490 (NO.47) ENTRANCE ROAD, COOGEE

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Water Corporation PO Box 100 Leederville WA 6902	The Corporation has no objections to the proposed change to the structure plan. The Corporation has adopted water and wastewater conveyance planning to guide the servicing of this and other surrounding land. This infrastructure planning is subject to ongoing review and can be modified as necessary by the developers' engineers at the subdivision stage in consultation with, and to the satisfaction of the Water Corporation.	Noted.
2	Department of Transport GPO Box C102 PERTH WA 6839	The Department of Transport (DoT) has no comment to provide for this proposal. Thank you for the opportunity to comment on the proposal.	Noted.
3	Western Power GPO Box L921 PERTH WA 6842	Thank you for submitting your due diligence request to Western Power in relation to your proposed work. Your proposal is being reviewed, and we will contact you directly for more information if required. This email should not be considered to be an approval or non-objection to your works.	Noted.
4	WA Gas Networks (ATCO Australia) PO Box 3006 SUCCESS WA 6964	ATCO Gas owns and operates gas mains and infrastructure in the adjacent road reserves however do not have any assets within the Lot 490 the subject of this proposal. ATCO Gas will not be lodging any objection.	Noted.
5	Greg Crain & Katie Hicks 43 Oleander Place WICKHAM WA 6720	Support	Noted.
6	Landowner	Support	Noted.
7	Landowner	Support I would love for this to go ahead. It is great for the area and community.	Noted.
8	Landowner	Support Will be beneficial to the community - a nice area for families to gather.	Noted.
9	Landowner	Support Please make sure enough parking spots are allocated. There are not	Noted. Any development application for the site will be required to comply with the City's general design and



NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>enough parking lots for the cafes/restaurants across the road, i.e. Tickety boo, Coco boho and Zaika. The building designs should be much more appealing than the apartments made at the east of Hamilton road/entrance road. the area would benefit from some character in the design of such buildings. A good example is Coogee plaza.</p>	<p>parking requirements and the R-Codes in the case of residential development. While the City can encourage attractive design, ultimately this is up to the developer so long as they comply with the general design and parking requirements of the City.</p>
10	<p>Department of Water and Environment Regulation PO Box 332 MANDURAH WA 6210</p>	<p>The Department of Water and Environmental Regulation (DWER) has reviewed the application and wishes to advise it has no objections to the proposal and would like to reiterate that any future drainage systems should be designed and constructed consistent with the Stormwater Management Manual for Western Australia (DoW) as was included in the approved Local Water Management Strategy that encompasses this lot.</p> <p><u>Water Resource Advice Only</u> The Department of Water has recently merged with the Department of Environment Regulation and Office of the Environmental Protection Authority to create the new agency Department of Water and Environmental Regulation. The former agencies are in the process of amalgamating their functions. Until this fully occurs, please note that the advice in this correspondence pertains</p>	<p>Noted.</p>
11	<p>Department of Biodiversity, Conservation and Attractions Locked Bag 104 Bentley Delivery Centre WA 6983</p>	<p>Department of Biodiversity, Conservation and Attractions has no comment on the proposed amendment.</p>	<p>Noted.</p>



14.11 (2018/MINUTE NO 0037) RESPONSE TO DRAFT LOCAL PLANNING POLICY - MANDOGALUP FUTURE DEVELOPMENT

Author(s) A Trosic

Attachments N/A

RECOMMENDATION

That Council:

- (1) advise the City of Kwinana that it does not support the draft Local Planning Policy (Mandogalup Future Development) for the following reasons:
 1. The WAPC has recently resolved to prepare an improvement plan for the area which, inter alia, provides the head of power to create an improvement scheme. An improvement scheme if prepared will replace the equivalent local planning scheme, and be administered by the WAPC. This would provide the alternative mechanism to advance the planning, development and use of land within Mandogalup, and remove the application of the draft local planning policy in this regard.
 2. The draft policy appears to be inconsistent with the prevailing strategic planning framework of the southern growth corridor.
 3. There is no economic or market demand modelling provided which confirm the market ability for further industrial land in this location. This may impact on the ability for the market to appropriately concentrate industrial development activities and infrastructure provision in the strategic industrial development of Latitude 32, which spans the Cities and Kwinana and Cockburn.
 4. The draft policy may impact the strategic planning now underway for the Fremantle Outer Harbour initiative.
 5. The draft policy may impact on the provision of the future Rowley Road Primary Freight Route, by creating an alternative land use to what has been considered in the design of that freight route to date and its connections to the adjoining land along the route.
- (2) advises the Western Australian Planning Commission of its concerns regarding the City of Kwinana's draft Local Planning Policy (Mandogalup Future Development), as outlined above.



COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

The City of Cockburn has been invited to comment on the Draft Local Planning Policy (Mandogalup Future Development), currently being advertised by the City of Kwinana.

The City of Kwinana advises that the draft policy seeks to “provide guidance on the future planning for the Mandogalup area...” It contains a draft policy map, which designates a spatial arrangement of land uses within the Mandogalup area.

The draft policy does not appear to be consistent with the prevailing strategic planning framework for the area, most notably encapsulated under the Jandakot Structure Plan. The Jandakot Structure Plan sets a strategic planning goal for long term urbanisation (residential) development of the Mandogalup area, as part the broader subregional development of the southern growth corridor. Also the draft Perth and Peel @3.5 suite of documents, which did foreshadow a consideration for industrial investigation, remains unconfirmed and not yet known what they will indicate as a final outcome.

As the City of Cockburn adjoins the suburb of Mandogalup, it is important it takes the opportunity to provide comment on the draft policy.

Submission

N/A

Report

The City of Cockburn was provided written notification of a draft local planning policy currently being advertised by the City of Kwinana. The draft policy provides for the following policy intent:

“To provide guidance to landowners, developers and Council to ensure that future development, zoning and Structure Planning occurs in a manner consistent with orderly and proper planning of the locality and reflecting the highest and best use of land in the context of the region.”

It states a number of policy principles including:



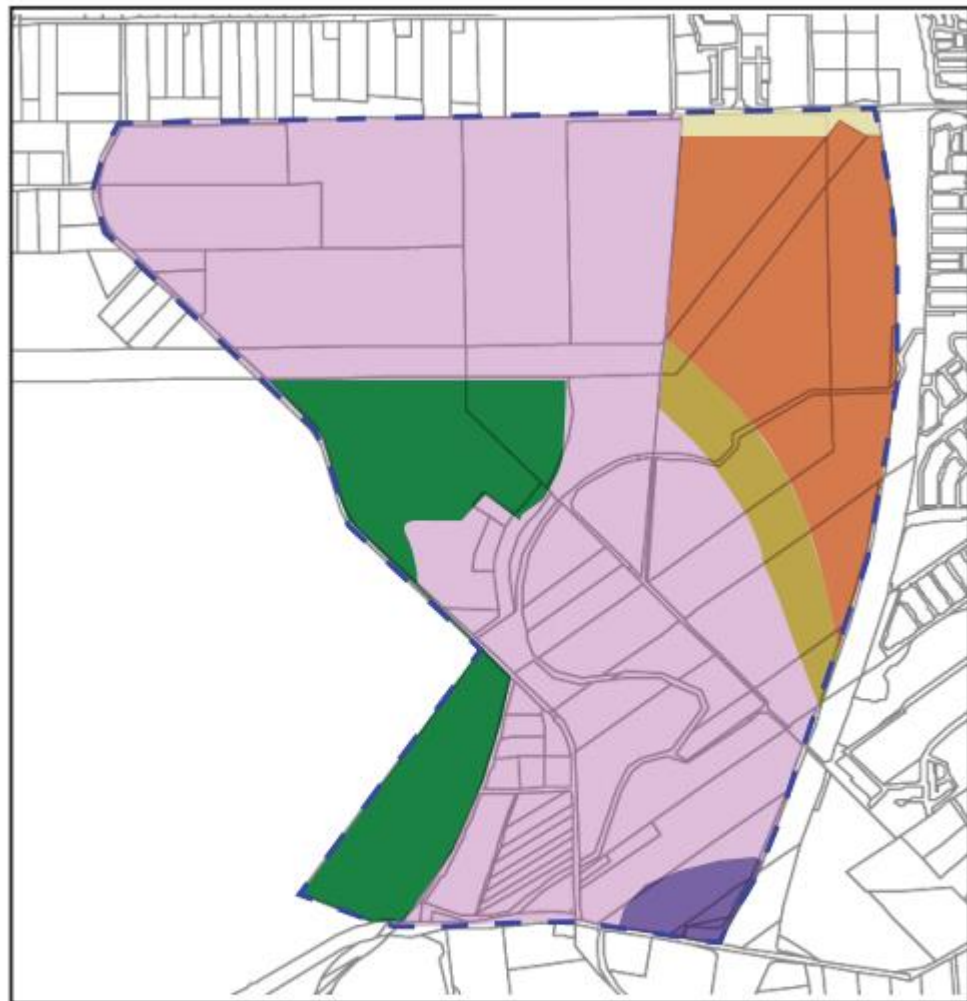
“...[to] not support development that has the potential to restrict or impinge upon the future growth of industry in the region.”

“Sensitive Land Uses will not be supported under any circumstance within the subject area, with the exception of Composite Lots in the Transition Area, allowing for owner/operator industrial uses immediately adjacent to the current Development zone land.”

The policy area map depicts the Mandogalup area, which adjoins the City of Cockburn for its northern boundary, being planned for light industry, with a residential area also included and a ribbon of transition area partially between the two. This is shown following:



Mandogalup Future Development Policy Map



Also noted is a station precinct area on the corner of Anketell Road and the Kwinana Freeway, and a freight road interface area between the residential area and Rowley Road.

The City of Cockburn has assessed the policy based upon the current position of the WAPC, the state of strategic planning for the region, the market aspects for further industrial land and the potential impacts on the planning for the Fremantle Outer Harbour and Rowley Road Primary Freight Route. These are discussed below:

Current position of the WAPC



In June 2017, the Environmental Protection Authority (“EPA”) provided the Minister for Environment with a section 16(e) advice titled *"Consideration of potential health and amenity impacts of dust in determining the size of a buffer for urban development in the Mandogalup area"*.

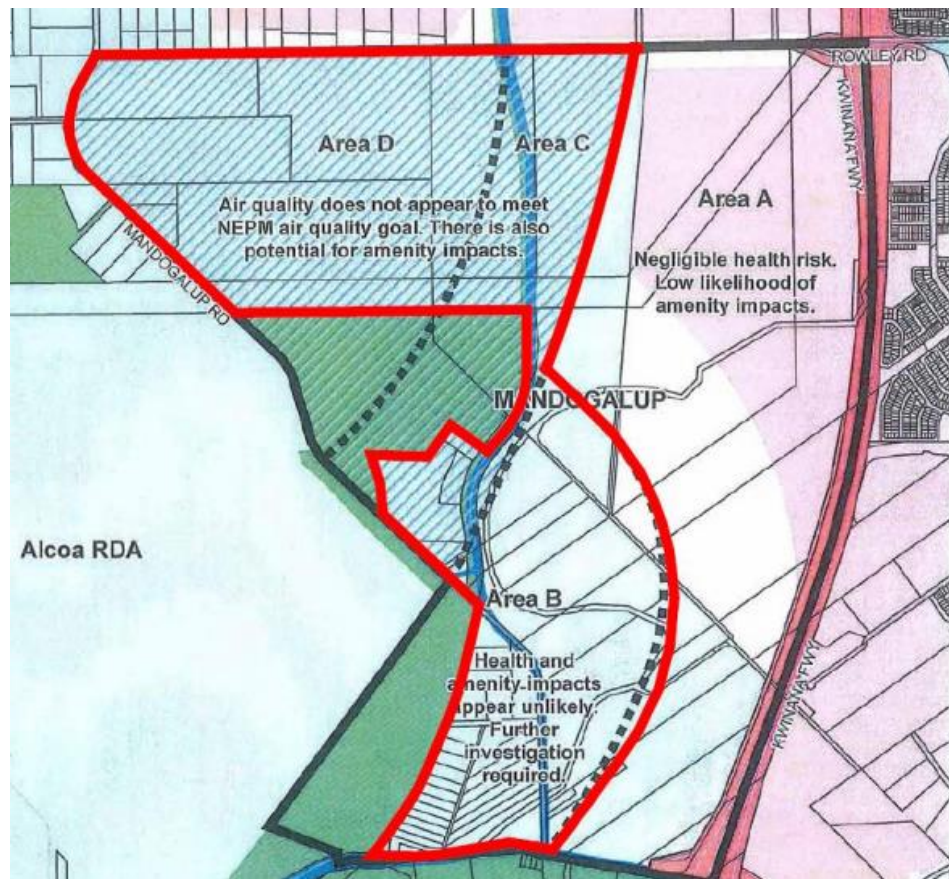
This advice was requested by the previous State Government to assist in the consideration of establishing legislation to control urban (residential) and other sensitive land uses in the vicinity of the Kwinana Industrial Area (particularly in close proximity to Alcoa’s Kwinana Residue Disposal Area - RDA).

Key findings in the section 16(e) advice by EPA include:

- In area A, located in the eastern area of Mandogalup (abutting the Kwinana Freeway) there are negligible health risks or likelihood of unreasonable amenity impacts from dust produced by the RDA;
- Health and amenity impacts appear unlikely in Area B but further investigations are required; and
- Air quality in areas to the north and north-east of the RDA (Area(s) C and D) does not appear to currently meet the revised National Environment Protection (Ambient Air Quality) Measure (NEPM) goal for air quality, under both current and planned (reduced) future RDA operation. There is also a potential for amenity impacts.

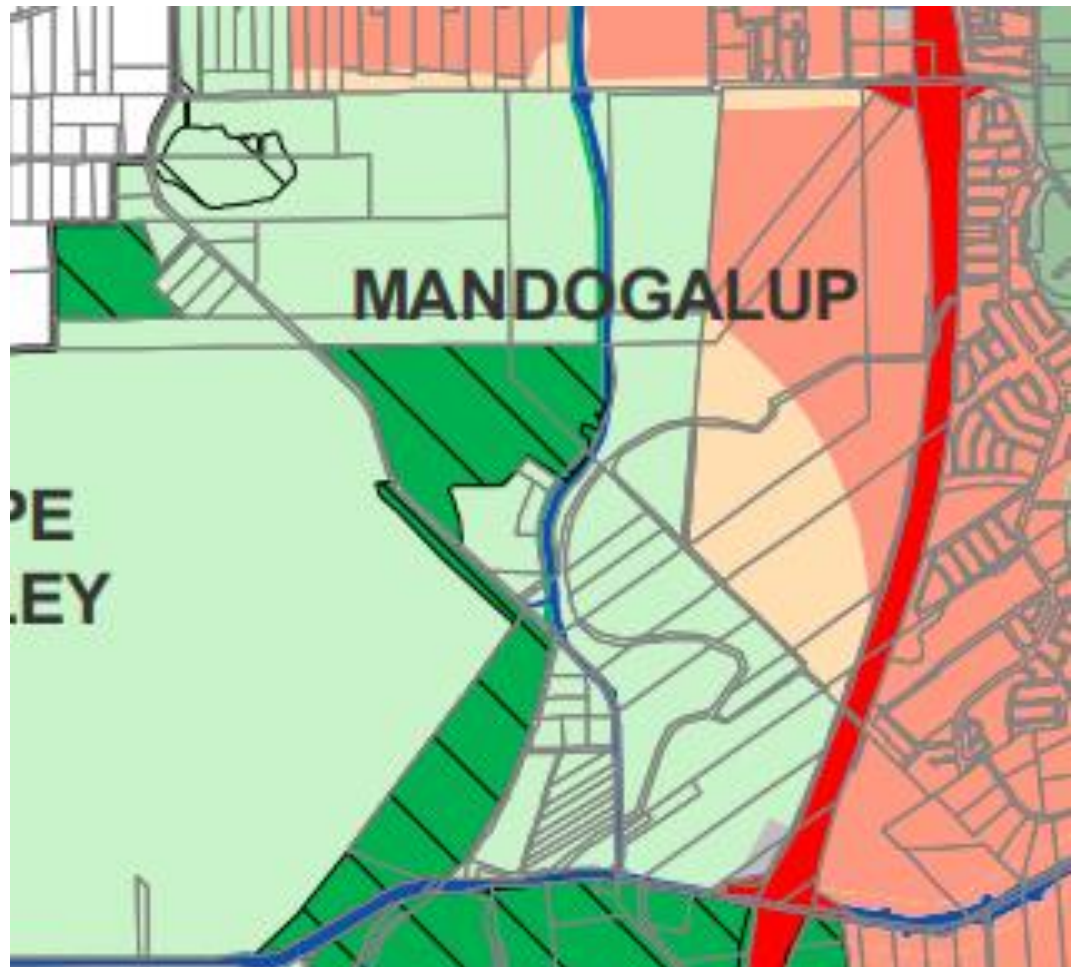
Areas A through D are shown following:





The State Government has endorsed findings by the EPA that will allow for urban development on land to the north east of the RDA (Area A) as it found negligible health and amenity impact from dust in this area. Further to this, Area B which includes the original Mandogalup townsite, was found under the section 16 advice to unlikely have health and amenity impacts, but that further investigations were required.

Given therefore the need for further investigations to occur, the WAPC have advised they will start preparing a draft improvement plan over rural land to the north, south and east of the RDA, which is the land shown in light green below and which is covered by the draft local planning policy also:



Under the Planning and Development Act 2005, an improvement plan is undertaken by the WAPC to advance the planning, development and use of land, and also provides the head of power to prepare an improvement scheme. An improvement scheme if prepared will replace the equivalent schemes in place, and be administered by the WAPC.

As this process is now underway, and provides the mechanism for further investigation in respect of the current section 16 advice to understand development possibilities further, the draft local planning policy would not be able to have affect for its intended policy purpose. This process will seek to clarify the strategic planning goals for the precinct, and provide the ability to ensure regional planning structures ultimately inform the local planning structure. It would be optimal to await the WAPC process to occur.

Prevailing Strategic Planning Framework

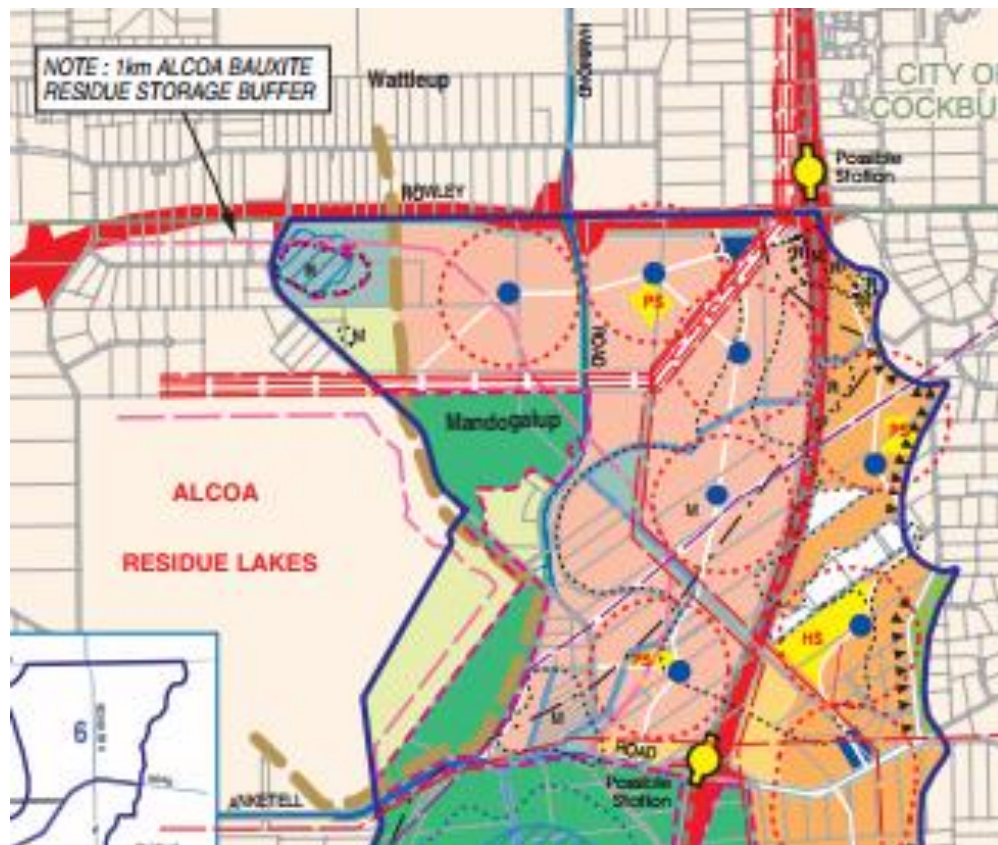
The Jandakot Structure Plan was finalised in 2007. According to the structure plan text, *“the structure plan provides a guide to the future development of the area and management of key environmental issues. It includes potential development areas, road networks, major community facilities, conservation and Bush Forever areas, and a*



neighbourhood structure. It also provides proposals for the implementation of the plan such as zoning mechanisms, staging, and financial and management.” The structure plan included community consultation, technical data collection and review, as well as stakeholder advice and input.

Under the Jandakot Structure Plan, it provides under land use constraints that *“the buffer associated with the Alcoa bauxite residue storage area poses a significant timing constraint to the potential for land use change and in particular, urban development. Urban development is only supported in areas not affected by the buffer, as finally determined. In areas impacted by the buffer, urban development should be deferred until the buffer is no longer required due to changes to the storage area and/or scientific review supports buffer reduction.”*

Together with the additional research undertaken in formulating the structure plan, it resulted in a designation for Mandogalup as long term urban residential. This is shown following:



Given the previously mentioned work now underway by the WAPC via the improvement plan, it is considered that the intent of the Jandakot Structure Plan will be ultimately considered in this process, and to what extent it remains the preferred strategic framework. Staged urbanisation is currently what is provided for under the Jandakot Structure Plan, and

the improvement plan process will assist in further understanding the extent to which this remains valid.

The draft policy advertised does not reflect the strategic intent or goals as set through the Jandakot Structure Plan.

The other important element of the strategic framework is the draft Perth and Peel @3.5m strategic plan. This document when advertised did identify industrial investigation, and was in contrast to the approved Jandakot Structure Plan. Having therefore possibly diverging perspectives of the regional planning for this area going forward, drives further reason why the improvement plan process the WAPC are now embarking on should be advanced to inform any local decision that may then need to occur.

Market dynamics for further industrial land

The Fremantle Rockingham Industrial Area Strategy has been a significant strategic plan undertaken to create a consolidated and focussed strategic industrial area from Henderson to Rockingham, to be the State's premier industrial region in terms of port facilities, processing of the State's raw materials, employment and its contribution to the state's economy.

Key to this strategy was the passing of the *Hope Valley Wattleup Redevelopment Act 2000*, which facilitated the transition of the Hope Valley and Wattleup townsites away from the newly formed strategic industrial area, and provide the planning mechanism in order to coordinate future land use and development of this 1000ha area. Latitude 32 has a defined spatial extent, with consolidation and focus key to enabling industrial clustering and interchange of goods and materials, as well as infrastructure servicing. Landcorp have planning responsibilities for this area.

At this moment in time, the Latitude 32 area remains primarily undeveloped. Only stage 1 (the Flinders Precinct atop the former Hope Valley townsite) is developed, which is 85ha or less than 10% of the total 1000ha Latitude 32 area. In this precinct, about 50% of it is still undeveloped. The key question is to what extent do the strategic goals for a consolidated and focussed industrial area become impacted by the addition of a further potential 200ha of industrial land which is not directly connected to Latitude 32.

With the objective of FRIARS creating a clearly defined precinct for industrial focus, contemplating further industrial land supply without market analysis may have an adverse impact on the ability to advance Latitude 32.

Future planning for the Fremantle Outer Harbour and Rowley Road



The strategic planning framework as discussed previously has set a layout of future development for the southern region. From a regional perspective:

- the approved Jandakot Structure Plan has consolidated urbanisation (residential development in the southern corridor to take advantage of the current and planned infrastructure provision, that supports connected and sustainable residential communities); while
- the Latitude 32 project has created a consolidated, focussed and protected industrial footprint further west of the Mandogalup area.

While the planning system should ready adapt and change as circumstances shift, the draft local planning policy is not considered to provide an adequate account for the prevailing regional planning factors that should contribute to any decision to change future land use.

Within the suburbs of Hammond Park and Wattleup for example, the City of Cockburn has planned for an integrated future community with that to be delivered within Mandoglaup (as depicted by the Jandakot Structure Plan). This includes aspects such as the investigation of an underpass at Barfield Road once Rowley Road is redeveloped, and further connectivity mid block between the Kwinana Freeway and Hammond Road. This was based upon the expectation of future residential development.

Should a change to this occur, there would need to be both regional and local planning considerations given to ensure the right kind of long term planning decision are made. This appears within the scope of the improvement area process that the WAPC are set to embark on, and this process should occur and inform responses by the local planning framework, whatever they made be.

Concluding points

In light of the above issues, it is recommended that Council respectively not support the draft local planning policy. There are a number of subregional and regional implications that a regional land use change could impact on, and this need to be looked at strategically before local decisions take place.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.



Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

The City of Kwinana the Draft Local Planning Policy to the City of Cockburn by way of letter dated 29 January 2018. They have requested comment by 15 March 2018.

Risk Management Implications

There is a risk that should the City of Cockburn not comment on the draft local planning policy, the full range of issues may not be adequately discovered by the City of Kwinana to consider.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



14.12 (2018/MINUTE NO 0038) COUNCIL DELEGATE DEVELOPMENT ASSESSMENT PANEL - NOMINATION TO THE SOUTH WEST METROPOLITAN AREA JOINT DEVELOPMENT ASSESSMENT PANEL

Author(s) L Jakovcevic
Attachments 1. JDAP Nomination Form

RECOMMENDATION

That Council:

- (1) nominate _____ one (1) Elected Member as its new member to the South West Metropolitan Area Joint Development Assessment Panel ("SWMAJDAP"); and
- (2) advise the Department of Planning, Lands & Heritage, Development Assessment Panel of the above appointment to the SWMAJAP by submitting the appropriate nomination form attached.

COUNCIL DECISION

MOVED Cr C Terblanche SECONDED Cr P Eva

That Council:

- (1) nominate Cr Chamonix Terblanche as its new member to the South West Metropolitan Joint Development Assessment Panel ('SWMAJDAP');
- (2) nominate Cr Chontelle Sands as its alternate member to the South West Metropolitan Joint Development Assessment Panel ('SWMAJDAP'); and
- (3) advise the Department of Planning, Lands & Heritage, Development Assessment Panel of the above appointments to the SWMAJDAP by submitting the appropriate nomination form attached.

CARRIED 7/0

Reason for Decision

The above nominations were required to be filled due to the sudden passing of former Cr Portelli. Cr Terblanche has registered an interest in becoming a new member. If appointed her existing position as an alternate member would become vacant. Cr Sands has expressed an interest as an alternate member.



Background

In April 2017 Cr Portelli and Cr Reeve-Fowkes were appointed as the City's Local Government Members on the South West Metropolitan Area Joint Development Assessment Panel ("SWMAJDAP"). Cr Allen and Cr Terblanche were appointed as the City's two alternate member representatives. As Cr Portelli's position is now vacant, the City is required to nominate a new Local Government Member on the SWMAJDAP.

The DAP committee consists of two Councillors nominated to be local members, with the two alternative local members to be called upon if a nominated member is unable to attend.

The Minister for Planning, Lands and Heritage appoints the local government representatives following receipt of the local government nomination. This appointment to the position will expire on 26 April 2020.

The appointed local member will be placed on the local government member register and advised of DAP training dates and times. It is a mandatory requirement, pursuant to the DAP regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government members who have previously undertaken training are not required to attend further training, but are encouraged to attend refresher training, as needed

DAP members are entitled to be paid for their attendance at DAP meetings and training, unless they fall within a class per persons excluded from payment.

Submission

N/A

Report

The 2010 Amendment Act resulted in a number of amendments to the *Planning and Development Act 2005* (PD Act). Part 3 in particular, introduced Part 11A – Development Assessment Panels, into the PD Act. To give new effect to these provisions, the *Planning and Development (Development Assessment Panels) Regulations 2011* ('DAP Regulations') were introduced. The DAP Regulations provide the heads of power enabling the operation, constitution and administration of DAPs.

As described in the Western Australian Planning Commission (WAPC) Planning Bulletin 106/2011, DAPs are panels comprising a mix of



technical experts and local government representatives with the power to determine applications for development approvals in place of the relevant decision making authority. The introduction of DAPs is one of the fundamental principles of the national Development Assessment Forum's leading practice model for development assessment.

There is a total of 9 DAPs Local Government Members established by the Minister for Planning. All DAPs comprise the following membership:

- Two (2) Local Government representatives.
- Three (3) Specialist Members, one of whom will be the Presiding Member, one who will be the Deputy Presiding Member, and one who will otherwise possess relevant qualifications and/or expertise.

A local authority is required to nominate two (2) members and two (2) alternate members when the appointments expire. The alternate members replace permanent local government DAP members when required (due to illness, leave or other cause). Alternate members will be used when an issue of quorum arises or when a DAP member is unable to act by reason of illness, absence or other cause. Deputy local members cannot sit in the place of specialist members, just as deputy specialist members cannot sit in the place of local members.

In all instances, nominated DAP members and alternate members are required to undergo mandatory training before they can sit on a DAP. Training addresses the Western Australian planning and development framework, planning law, the operation of a DAP, the DAP Code of Conduct and the expected behaviour of DAP members.

DAP members will be paid by the Department of Planning where they successfully complete the required training. DAP members attending a DAP meeting will also be paid a sitting fee per meeting. Similarly, reimbursement of all travel expenses incurred when attending a DAP meeting is provided for by the DAP Regulations. Current fees and reimbursements are available on the Department of Planning's website.

The Minister for Planning, Lands and Heritage has appointed all members for a three-year term, expiring on 26 April 2020.

DAPs meet on an irregular basis as applications that fall within the criteria are received. The City of Cockburn forms part of a Joint Development Assessment Panel (JDAP) for the South West Metropolitan Area. Other local authorities comprising this JDAP include the Cities of Fremantle, Kwinana and Rockingham, and the Town of East Fremantle. Occasionally the City of Mandurah may be included.

The two appointed local government members are required to attend a JDAP meeting when an application for development within their local authority is to be determined. If they are unable to attend notice is to



be given to the DAP secretariat and an alternate member is contacted by the secretariat. Meetings may be held at any of the member Councils offices or Department of Planning in Perth at the direction of the DAPS secretariat. These meetings are between 15 minutes – 60 minutes. Members only need to attend for the City of Cockburn items, not for other local government authority items.

In 2017, there were 10 JDAP meetings for which the City of Cockburn had submitted items. Most of these meetings were held at the City of Cockburn; although one was a teleconference and one held at the Department of Planning, Lands and Heritage in Perth.

There also may be a cause when the meeting will be held at another local authority like the City of Fremantle or the City of Kwinana.

Sitting fees are paid by the Department of Planning and are as follows:

- Consideration of a Form 1 application a local government member is paid \$425.
- Consideration of a Form 2 application a local government member is paid \$100.
- If considering a Form 1 and 2 together, \$425 only will be paid.

This information is available on the Department of Planning, Development Assessment Panel website for nominees to view.

Should one of the current alternative members be nominated as the local government representative then the Council will need to nominate a new alternative member as well.

Strategic Plans/Policy Implications

City Growth

Ensure planning facilitates a desirable living environment and meets growth targets.

Budget/Financial Implications

There are no budgetary or financial implications arising from the nomination and appointment of Councillors to the JDAP.

Legal Implications

Planning and Development Act 2005 (as amended).

Approvals and Related Reforms (No. 4) (Planning) Act 2010.

Planning and Development (Development Assessment Panels) Regulations 2011.



Community Consultation

N/A

Risk Management Implications

Should the local government fail to nominate a representative, the Minister has the power to appoint an alternative community representative to ensure local representation is always present on a panel.

The regulations require that these alternate representatives are residents of the local area and have relevant knowledge or experience that, in the opinion of the Minister, will enable them to represent the interests of their local community.

Advice to Proponent(s)/Submitters

N/A

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

Nil.



DAP Member 1

- 1. Name.....
- Preferred Name (if any).....
- 2. Last Name:.....
- 3. Phone No:.....
- 4. Email Address:.....
- 5. Postal Address:.....
.....
- 6. Date of Birth:.....
- 7. Gender:.....
- 8. Employment Position:.....
- 9. Employer Organisation:.....
- 10. Employment Status:.....
(if part time or casual please specify hours per week).....
- 11. Eligible for remuneration in accordance with the Premier’s circular – State
Government Boards and Committees Circular 2010/02) Yes No
- 12. Has DAP training been undertaken Yes No



14.13 (2018/MINUTE NO 0039) MOTION ARISING FROM THE ANNUAL GENERAL MEETING - 6 FEBRUARY 2018 - COOLBELLUP COMMUNITY ASSOCIATION - COOLBELLUP COMERCIAL AREA

Author(s) D Arndt and L Jakovcevic
Attachments N/A

RECOMMENDATION

That Council prepare a formal response to the Coolbellup Community Association outlining the vision adopted by Council in the Coolbellup Revitalisation Strategy and what actions have been taken in accordance with the Strategy.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

At the Annual General Meeting of Electors on 6 February 2018 the following Motion was carried:

Moved Mr Nicholas Gribble seconded by Mr Ari Holt:

“That Council to take action on the issues that have been raised as written and that they will seek to unify what Strategic Planning says and the regulatory force behind approvals to make sure that they are consistent with each other so that the sustainability and social and transport amenity within Coolbellup and Cockburn are maintained when the higher densities are achieved, and that should be so that requirements for higher density are met immediately.”

Submission

N/A

Report

The City has undertaken a coordinated and considered approach to the future development in Coolbellup, primarily through the Coolbellup Revitalisation Strategy, which was developed in a very close and coordinated way with the local community. The community shaped a vision for change, which provided opportunities for new housing typologies that would protect the valued character of Coolbellup while



also providing improved civic and park amenities to cater for a growing population. The revitalisation strategy was the vehicle that delivered the changes in residential density, as well as the coordinated investment in civic improvements that have occurred, and continue across the suburb.

Cockburn is one of the few local governments which have successfully delivered infill through a place planning based approach. These place based approaches look at each suburb, its unique context, and use such to help residents form a vision for how they would like to see change occur. This was the process used for Coolbellup, and has been the same process used in our other three revitalisation strategies delivered to date. The City's revitalisation strategies have received upwards of 80% community support in their formulation shows a place based approach is important to delivering the right community supported change.

Coolbellup has been chosen for a major commercial and retail shopping centre development, and this reflects the belief that residents and businesses alike have in this suburb. The new shopping centre will be a welcome addition to the town centre and reflects a key aspiration that the community sought in respect of reutilisation resulting in an attractive, safe and vibrant town centre;. In respect to consultation, the City is highly committed to community engagement, with this being a hallmark of the City's Strategic Community Plan. An example of this is the process of engagement that the City undertook in formulating the Coolbellup Revitalisation Strategy. This included:

- surveys sent to all households within the suburb;
- two visioning sessions;
- drafting of strategy options for consideration by the community.

Many planning proposals limit themselves to looking at just one single element, such as simply 'up-coding' land for higher density development. Such approach is not the case in Cockburn, as the City recognises that the character of our suburbs is such that the unique combination of the civic realm, made up of attractive streets and public spaces, is an important part of the suburbs. Accordingly, in undertaking any consultation with respect of how an area will change in the future, the City endeavours to show that the civic domain will be programmed for improvement along with how development and redevelopment occurs in the suburb.

The maintenance of residential character is an important part of the City's present day decision making. The City has set a higher performance benchmark for how development occurs, cognisant of the need to not only preserve current character, but set the right key note for the intended future character of the suburb. Rules and policy standards are only one part of the equation - clearly there is also a



need for education of the development industry, in order to help raise awareness of the design approaches that can be embraced to lead to more effective design outcomes. To this end the City has also prepared the Good Design Guidelines, which aims to raise awareness about design quality and what should be thought about early on in terms of designing any site for redevelopment.

The City understands the need for careful consideration of development orientated with transit. That is a key reason underpinning an approach for lifting urban densities along with the public transit route that networks through the suburb, while also lifting density proximate to the town centre where there is the availability of services, education and employment that may encourage people to undertake active transport journeys through walking and cycling.

The City also recognises that the R Codes alone do not deal effectively with the provision of garden areas which are capable of accommodating deep rooted planting zones to protect either existing trees, or provide for the addition of new trees. This is a key reason underpinning the City's local planning policy provisions for garden areas, in order to prevent what is a common occurrence of extensive paved areas developed in grouped and multiple dwellings. The City also has extensively invested in green streets, with the recent works along Coolbellup Avenue evidence to the effect that the civic / public areas are a key component to protecting the green character of the suburb.

Strategic Plans/Policy Implications

City Growth

Continue revitalisation of older urban areas to cater for population growth and take account of social changes such as changing household types.

Leading & Listening

Listen to and engage with our residents, business community and ratepayers with greater use of social media.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation



N/A

Risk Management Implications

There is a low level of reputational risk if the Coolbellup Community Association is not informed of the Council's Coolbellup Revitalisation Strategy in response to the motion raised at the AGM.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



15. FINANCE & CORPORATE SERVICES DIVISION ISSUES

15.1 (2018/MINUTE NO 0040) LIST OF PAYMENTS MADE FROM MUNICIPAL AND TRUST FUND - JANUARY 2018

Author(s) N Mauricio
Attachments 1. Payment Summary January 2018
2. Payments Listing January 2018

RECOMMENDATION

That Council receive the List of Payments made from the Municipal and Trust Funds for January 2018, as attached to the Agenda.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

Council has delegated its power to make payments from the Municipal or Trust fund to the CEO and other sub-delegates under LGAFCS4.

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

Submission

N/A

Report

The lists of accounts paid for January 2018 totalling \$15,495,464.07 is attached to the Agenda for consideration. The list contains details of all payments made by the City in relation to goods and services purchased by the City, as well summarised totals for credit card payments and salaries and wages.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes



Ensure sound long term financial management and deliver value for money

Budget/Financial Implications

All payments made have been provided for within the City's annual budget as adopted and amended by Council.

Legal Implications

This item ensures compliance with S 6.10(d) of the Local Government Act 1995 and Regulations 12 & 13 of the Local Government (Financial Management) Regulations 1996.

Community Consultation

N/A

Risk Management Implications

Council is receiving the list of payments already made by the City in meeting its contractual requirements. This is a statutory requirement and allows Council to review and question any payment made.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



JANUARY PAYMENTS SUMMARY

ELECTRONIC FUNDS TRANSFER PAYMENT – 670

EF107902– EF108571

CANCELLED PAYMENTS

EF107780
EF107862
EF107796
EF107888
EF107864
EF107954
026707
027035
027061

CHEQUE PAYMENTS – Nil



JANUARY PAYMENTS LISTING

MUNICIPAL & TRUST FUND

Payment Ref.	Account No.	Account/Payee	Date	Value
EF107902	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	2/01/2018	1,284.51
EF107903	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	2/01/2018	418,904.00
EF107904	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	2/01/2018	3,419.25
EF107905	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	2/01/2018	310.65
EF107906	10888	LJ CATERERS CATERING SERVICES	2/01/2018	277.19
EF107907	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	2/01/2018	184.50
EF107908	11857	CHAMPAGNE SOCIAL CLUB PAYROLL DEDUCTIONS	2/01/2018	540.00
EF107909	11860	45S CLUB PAYROLL DEDUCTIONS	2/01/2018	18.00
EF107910	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	2/01/2018	24,028.15
EF107911	18553	SELECTUS PTY LTD PAYROLL DEDUCTIONS	2/01/2018	14,204.23
EF107912	19726	HEALTH INSURANCE FUND OF WA PAYROLL DEDUCTIONS	2/01/2018	1,191.40
EF107913	25987	TOYOTA FLEET MANAGEMENT PAYROLL DEDUCTIONS - NOVATED LEASE	2/01/2018	608.14
EF107914	99997	PARDEEP CHOUHAN REIMBURSEMENT FEES PARDEEP CHOUHAN	2/01/2018	788.42
EF107915	99997	SINTA NG CPA 50% CONTRIBUTION INV - 101362316	2/01/2018	360.00
EF107916	10918	MAIN ROADS WA SUPPLY & INSTALL TRAFFIC SIGNALS JANDAKOT RD	3/01/2018	279,533.84
EF107917	27256	THE SPUNKY SPUD MOBILE FOOD VENDOR	3/01/2018	1,725.00
EF107918	26517	CLICKSUPER PAYROLL DEDUCTIONS	17/01/2018	498,435.79
EF107919	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	9/01/2018	1,214.25
EF107920	99997	TANJA COLEMAN COMPOST BIN REBATE - TANJA COLEMAN	9/01/2018	39.90
EF107921	99997	H I & T L ROBERTSON COMPOST BIN REBATE - HEATH AND TRACEY	9/01/2018	50.00
EF107922	99997	V D DUFFY JUNIOR SPORT TRAVEL - KIARA JETTA	9/01/2018	400.00
EF107923	99997	CODY HAMPTON LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	9/01/2018	400.00
EF107924	99997	SUSAN CONLAN CROSSOVER CONTRIBUTION - SUSAN CONLAN	9/01/2018	300.00
EF107925	99997	DEANIE CARBON EMPLOYEE REIMBURSEMENT - DEANIE CARBON	9/01/2018	204.97
EF107926	99997	MR NATHAN ALEXANDER SHARP UNI FEES CONTRIBUTION - NATHAN SHARP	9/01/2018	565.50
EF107927	99997	MS MICHAELA SHEPHERDSON UNI FEES CONTRIBUTION - MICHAELA	9/01/2018	2,200.00
EF107928	99997	RHIANNON KEEL EMPLOYEE REIMBURSEMENT - RHIANNON KEEL	9/01/2018	198.00
EF107929	99997	MEGAN MASON EMPLOYEE REIMBURSEMENT - MEGAN MASON	9/01/2018	280.00
EF107930	99997	KEITH FITZPATRICK EOY LUNCH IS TEAM PART 2	9/01/2018	433.00
EF107931	99997	BRADY KARL ANDREW PRESCRIPTION SAFETY GLASSES - B ANDREW	9/01/2018	300.00
EF107932	99997	SYLVIA HICKEY HOME CARE - FINAL BALANCE	9/01/2018	234.28
EF107933	10244	BUILDING & CONST INDUSTRY TRAINING FUND LEVY PAYMENT	10/01/2018	66,545.22
EF107934	23302	BUILDING SERVIC BUILDING SERVICES LEVIES	10/01/2018	57,275.08
EF107935	10152	AUST SERVICES UNION PAYROLL DEDUCTIONS	15/01/2018	1,262.55
EF107936	10154	AUSTRALIAN TAXATION OFFICE PAYROLL DEDUCTIONS	15/01/2018	429,511.00
EF107937	10305	CHILD SUPPORT AGENCY PAYROLL DEDUCTIONS	15/01/2018	3,790.87
EF107938	10733	HOSPITAL BENEFIT FUND PAYROLL DEDUCTIONS	15/01/2018	310.65
EF107939	10888	LJ CATERERS CATERING SERVICES	15/01/2018	1,763.58
EF107940	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU PAYROLL DEDUCTIONS	15/01/2018	184.50
EF107941	11857	CHAMPAGNE SOCIAL CLUB	15/01/2018	528.00

EF107942	11860	PAYROLL DEDUCTIONS 45S CLUB	15/01/2018	18.00
EF107943	12565	PAYROLL DEDUCTIONS SOUTHERN METRO REGIONAL COUNCIL - LOANS	15/01/2018	29,098.01
EF107944	18553	LOAN REPAYMENT SELECTUS PTY LTD	15/01/2018	14,608.42
EF107945	19726	PAYROLL DEDUCTIONS HEALTH INSURANCE FUND OF WA	15/01/2018	1,191.40
EF107946	25987	PAYROLL DEDUCTIONS TOYOTA FLEET MANAGEMENT	15/01/2018	608.14
EF107947	26696	PAYROLL DEDUCTIONS - NOVATED LEASE CHAMONIX TERBLANCHE	15/01/2018	399.56
EF107948	99997	MONTHLY COUNCILLOR ALLOWANCE YING (FLORA) JIA	15/01/2018	535.00
EF107949	99997	UNI FEES CONTRIBUTION - YING (FLORA) JIA ADAM HARRIS	15/01/2018	584.50
EF107950	99997	REIMBURSEMENT OF FEES - ADAM HARRIS CURTIN UNIVERSITY	15/01/2018	4,566.00
EF107951	99997	INV9129747 - R.PLEASEANT UNI FEES PIETER QUARTERMAINE	15/01/2018	1,980.00
EF107952	99997	COUNCIL'S 50% CONTRIBUTION SANDRA STRUDWICKE	15/01/2018	156.15
EF107953	99997	SANDRA STRUDWICKE TRAVEL COST REFUND CURTIN UNIVERSITY	15/01/2018	6,849.00
EF107954	99997	INV9129191 - SINTA NG UNI FEES MICHAEL LESLIE EMERY	15/01/2018	98.18
EF107955	99997	CONFERENCE EXPENSE REIMBURSEMENT PENNY PRICE	15/01/2018	146.89
EF107956	10944	REIMBURSEMENT FOR F CLASS FOR PENNY PRIC MCLEODS	16/01/2018	137,500.00
EF107957	26987	LEGAL SERVICES CTI RISK MANAGEMENT	16/01/2018	2,371.70
EF107958	10747	SECURITY - CASH COLLECTION IINET LIMITED	18/01/2018	1,495.76
EF107959	11741	INTERNET SERVICES WESTERN AUSTRALIAN TREASURY CORPORATION	23/01/2018	79,277.40
EF107960	26987	LOAN REPAYMENTS CTI RISK MANAGEMENT	23/01/2018	2,440.45
EF107961	99997	SECURITY - CASH COLLECTION MICHAEL LESLIE EMERY	23/01/2018	98.18
EF107962	99997	CONFERENCE EXPENSE REIMBURSEMENT - MEMER CURTIN UNIVERSITY	23/01/2018	1,131.00
EF107963	10747	UNDERGRADUATE CONTRIBUTION - CALLUM IINET LIMITED	31/01/2018	822.97
EF107964	11758	INTERNET SERVICES WATER CORP UTILITY ACCOUNT ONLY - PLEASE REFER TO 11760 WHEN RAISING PO	31/01/2018	32,287.11
EF107965	10152	WATER USAGE / SUNDRY CHARGES AUST SERVICES UNION	30/01/2018	1,262.55
EF107966	10154	PAYROLL DEDUCTIONS AUSTRALIAN TAXATION OFFICE	30/01/2018	424,116.00
EF107967	10305	PAYROLL DEDUCTIONS CHILD SUPPORT AGENCY	30/01/2018	3,855.13
EF107968	10733	PAYROLL DEDUCTIONS HOSPITAL BENEFIT FUND	30/01/2018	310.65
EF107969	11001	PAYROLL DEDUCTIONS LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION LGRCEU	30/01/2018	184.50
EF107970	11857	PAYROLL DEDUCTIONS CHAMPAGNE SOCIAL CLUB	30/01/2018	540.00
EF107971	11860	PAYROLL DEDUCTIONS 45S CLUB	30/01/2018	18.00
EF107972	18553	PAYROLL DEDUCTIONS SELECTUS PTY LTD	30/01/2018	16,370.78
EF107973	19726	PAYROLL DEDUCTIONS HEALTH INSURANCE FUND OF WA	30/01/2018	1,191.40
EF107974	25987	PAYROLL DEDUCTIONS TOYOTA FLEET MANAGEMENT	30/01/2018	608.14
EF107975	26987	PAYROLL DEDUCTIONS - NOVATED LEASE CTI RISK MANAGEMENT	30/01/2018	1,828.90
EF107976	10000	SECURITY - CASH COLLECTION 21ST CENTURY BUSINESS EQUIPMENT	31/01/2018	511.50
EF107977	10031	OFFICE SUPPLIES AND EQUIPMENT ADVANCED SPATIAL TECHNOLOGIES PTY LTD	31/01/2018	2,684.00
EF107978	10035	SOFTWARE MAINTENANCE & SUPPORT ADVENTURE WORLD WA PTY LTD	31/01/2018	1,359.00
EF107979	10058	ENTERTAINMENT SERVICES ALSCO PTY LTD	31/01/2018	4,526.74
EF107980	10071	HYGIENE SERVICES/SUPPLIES AUSTRALASIAN PERFORMING RIGHT ASSOC. LTD	31/01/2018	1,120.58
EF107981	10086	LICENCE - PERFORMING RIGHTS ARTEIL WA PTY LTD	31/01/2018	303.60
EF107982	10097	ERGONOMIC CHAIRS BLACKWOODS ATKINS	31/01/2018	106.84
EF107983	10110	ENGINEERING SUPPLIES AUSRECORD	31/01/2018	145.20
EF107984	10118	STATIONERY SUPPLIES AUSTRALIA POST	31/01/2018	9,099.79

EF107985	10160	POSTAGE CHARGES DORMA AUSTRALIA PTY LTD	31/01/2018	15,470.40
EF107986	10207	AUTOMATIC DOOR SERVICES BOC GASES	31/01/2018	3,161.33
EF107987	10221	GAS SUPPLIES BP AUSTRALIA LIMITED	31/01/2018	25,519.53
EF107988	10226	DIESEL/PETROL SUPPLIES BRIDGESTONE AUSTRALIA LTD	31/01/2018	40,792.34
EF107989	10239	TYRE SERVICES BUDGET RENT A CAR - PERTH	31/01/2018	1,280.00
EF107990	10246	MOTOR VEHICLE HIRE BUNNINGS BUILDING SUPPLIES PTY LTD	31/01/2018	3,552.32
EF107991	10247	HARDWARE SUPPLIES BUNZL AUSTRALIA LTD	31/01/2018	1,847.70
EF107992	10255	PAPER/PLASTIC/CLEANING SUPPLIES CABCHARGE AUSTRALIA PTY LTD	31/01/2018	568.70
EF107993	10279	CABCHARGES CASTROL AUSTRALIA PTY LTD	31/01/2018	3,828.55
EF107994	10287	GREASE/LUBRICANTS CENTRELINE MARKINGS	31/01/2018	550.00
EF107995	10292	LINEMARKING SERVICES CHADSON ENGINEERING PTY LTD	31/01/2018	306.90
EF107996	10333	MEDICAL SUPPLIES CJD EQUIPMENT PTY LTD	31/01/2018	1,879.24
EF107997	10335	HARDWARE SUPPLIES CLASSIC HIRE	31/01/2018	130.68
EF107998	10346	EQUIPMENT HIRING SERVICES COATES HIRE OPERATIONS PTY LTD	31/01/2018	1,906.92
EF107999	10353	EQUIPMENT HIRING SERVICES COCKBURN CEMENT LTD	31/01/2018	1,150.78
EF108000	10357	RATES REFUND COCKBURN ICE ARENA PTY LTD	31/01/2018	330.00
EF108001	10358	ENTERTAINMENT SERVICES COCKBURN LIQUOR CENTRE	31/01/2018	1,102.24
EF108002	10359	LIQUOR SUPPLIES COCKBURN PAINTING SERVICE	31/01/2018	13,904.00
EF108003	10368	PAINTING SUPPLIES/SERVICES COCKBURN WETLANDS EDUCATION CENTRE	31/01/2018	576.00
EF108004	10375	COMMUNITY GRANT VEOLIA ENVIRONMENTAL SERVICES	31/01/2018	8,832.13
EF108005	10384	WASTE SERVICES PROGILITY PTY LTD	31/01/2018	5,703.50
EF108006	10456	COMMUNICATION SERVICES DATANET PTY LTD	31/01/2018	3,307.82
EF108007	10483	SOFTWARE MODIFICATIONS LANDGATE	31/01/2018	6,278.17
EF108008	10526	MAPPING/LAND TITLE SEARCHES E & MJ ROSHER PTY LTD	31/01/2018	47,284.75
EF108009	10528	MOWER EQUIPMENT EASIFLEET MANAGEMENT	31/01/2018	568.90
EF108010	10535	VEHICLE LEASE WORKPOWER INCORPORATED	31/01/2018	41,307.62
EF108011	10573	EMPLOYMENT SERVICES - PLANTING FAIRBRIDGE WESTERN AUSTRALIA INC	31/01/2018	990.00
EF108012	10580	OUTDOOR RECREATION SERVICES FC COURIERS	31/01/2018	1,256.46
EF108013	10597	COURIER SERVICES FLEXI STAFF PTY LTD	31/01/2018	29,193.58
EF108014	10600	EMPLOYMENT SERVICES FLICK ANTICIMECT PTY LTD FORMERLY FLICK PEST CONTROL SERVICES	31/01/2018	781.00
EF108015	10611	PEST CONTROL SERVICES FORPARK AUSTRALIA	31/01/2018	126,500.00
EF108016	10636	PLAYGROUND EQUIPMENT FUJI XEROX AUSTRALIA PTY LTD	31/01/2018	23,318.47
EF108017	10655	PHOTOCOPY CHARGES GHD PTY LTD	31/01/2018	37,373.60
EF108018	10679	CONSULTANCY SERVICES GRASSTREES AUSTRALIA	31/01/2018	11,195.80
EF108019	10699	PLANTS & PLANTING SERVICES HARMONY SOFTWARE	31/01/2018	1,760.00
EF108020	10709	SOFTWARE SUPPORT FEES HECS FIRE	31/01/2018	4,221.36
EF108021	10714	FIRE SYSTEM MAINTENANCE HERRING STORER ACOUSTICS	31/01/2018	3,630.00
EF108022	10779	ACOUSTIC ASSESSMENT J F COVICH & CO PTY LTD	31/01/2018	3,507.45
EF108023	10787	ELECTRICAL SERVICES JANDAKOT ACCIDENT REPAIR CENTRE	31/01/2018	4,000.00
EF108024	10794	PANEL BEATING SERVICES JASON SIGNMAKERS	31/01/2018	628.93
EF108025	10814	SIGNS JR & A HERSEY PTY LTD	31/01/2018	660.00
EF108026	10872	SAFETY CLOTHING SUPPLIES LAWN DOCTOR	31/01/2018	10,686.50
EF108027	10879	TURF MAINTENANCE SERVICES LES MILLS AEROBICS	31/01/2018	1,642.86

EF108028	10913	INSTRUCTION/TRAINING SERVICES BUCHER MUNICIPAL PTY LTD PURCHASE OF NEW PLANT / REPAIR SERVICES	31/01/2018	19,392.73
EF108029	10918	MAIN ROADS WA REPAIRS/MAINTENANCE SERVICES	31/01/2018	20,772.80
EF108030	10923	MAJOR MOTORS PTY LTD REPAIRS/MAINTENANCE SERVICES	31/01/2018	1,120.85
EF108031	10942	MCGEES PROPERTY PROPERTY CONSULTANCY SERVICES	31/01/2018	8,140.00
EF108032	10944	MCLEODS LEGAL SERVICES	31/01/2018	16,813.90
EF108033	10991	BEACON EQUIPMENT MOWING EQUIPMENT	31/01/2018	1,717.40
EF108034	11004	MURDOCH UNIVERSITY OFFICE OF FINANCE, PLANNING & REPORTING ANALYSING SERVICES	31/01/2018	264.00
EF108035	11022	NATIVE ARC GRANTS & DONATIONS	31/01/2018	1,000.00
EF108036	11028	NEVERFAIL SPRINGWATER LTD BOTTLED WATER SUPPLIES	31/01/2018	912.89
EF108037	11036	NORTHLAKE ELECTRICAL ELECTRICAL SERVICES	31/01/2018	78,686.69
EF108038	11039	NOVUS AUTO GLASS WINDSCREEN REPAIR SERVICES	31/01/2018	71.50
EF108039	11068	VODAFONE HUTCHISON AUSTRALIA PTY LTD PAGING SERVICES	31/01/2018	665.50
EF108040	11070	OTIS ELEVATOR COMPANY ELEVATOR REPAIRS/MAINTENANCE	31/01/2018	2,210.19
EF108041	11077	P & G BODY BUILDERS PTY LTD PLANT BODY BUILDING SERVICES	31/01/2018	3,313.20
EF108042	11177	PITNEY BOWES AUSTRALIA PTY LTD GIS SOFTWARE	31/01/2018	2,032.80
EF108043	11182	PREMIUM BRAKE & CLUTCH SERVICE BRAKE SERVICES	31/01/2018	6,397.60
EF108044	11205	QUALITY TRAFFIC MANAGEMENT PTY LTD TRAFFIC CONTROL SERVICES	31/01/2018	26,778.68
EF108045	11208	QUICK CORPORATE AUSTRALIA PTY LTD STATIONERY/CONSUMABLES	31/01/2018	8,916.51
EF108046	11236	RELATIONSHIPS AUSTRALIA WA INC TRAINING SERVICES	31/01/2018	300.00
EF108047	11274	ROTTNEST EXPRESS ENTERTAINMENT SERVICES	31/01/2018	1,598.10
EF108048	11307	SATELLITE SECURITY SERVICES PTY LTD SECURITY SERVICES	31/01/2018	14,717.47
EF108049	11308	BOSS INDUSTRIAL FORMALLY SBA SUPPLIES HARDWARE SUPPLIES	31/01/2018	6,999.59
EF108050	11311	SCITECH DISCOVERY CENTRE ENTERTAINMENT SERVICES	31/01/2018	300.00
EF108051	11331	SHAWMAC PTY LTD CONSULTANCY SERVICES - CIVIL	31/01/2018	1,925.00
EF108052	11332	SHEET METAL FABRICATORS SPEARWOOD METAL FABRICATION	31/01/2018	293.70
EF108053	11337	SHERIDANS FOR BADGES NAME BADGES & ENGRAVING	31/01/2018	1,467.40
EF108054	11361	SIGMA CHEMICALS PTY LTD CHEMICAL SUPPLIES	31/01/2018	7,559.00
EF108055	11375	SLATER-GARTRELL SPORTS SPORT SUPPLIES	31/01/2018	506.00
EF108056	11387	BIBRA LAKE SOILS SOIL & LIMESTONE SUPPLIES	31/01/2018	1,412.50
EF108057	11425	SOUTHERN METROPOLITAN REGIONAL COUNCIL WASTE DISPOSAL GATE FEES	31/01/2018	716,494.62
EF108058	11459	SPEARWOOD VETERINARY HOSPITAL VETERINARY SERVICES	31/01/2018	1,000.90
EF108059	11469	SPORTS TURF TECHNOLOGY TURF CONSULTANCY SERVICES	31/01/2018	5,142.50
EF108060	11483	ST JOHN AMBULANCE AUST WA OPERATIONS FIRST AID COURSES	31/01/2018	3,741.30
EF108061	11502	STATE LAW PUBLISHER ADVERTISING SERVICES	31/01/2018	131.85
EF108062	11511	STATEWIDE BEARINGS BEARING SUPPLIES	31/01/2018	380.68
EF108063	11533	SUPERBOWL MELVILLE ENTERTAINMENT SERVICES	31/01/2018	297.60
EF108064	11546	T FAULKNER & CO INSTALLATIONS/SUPPLY OF HAND RAILS	31/01/2018	2,613.60
EF108065	11557	TECHNOLOGY ONE LTD IT CONSULTANCY SERVICES	31/01/2018	2,459.88
EF108066	11625	TOTAL EDEN PTY LTD RETICULATION SUPPLIES	31/01/2018	48,501.81
EF108067	11627	TOTAL NISSAN TOTAL AUTOS PURCHASE OF NEW VEHICLE	31/01/2018	20,568.55
EF108068	11642	TRAILER PARTS PTY LTD TRAILER PARTS	31/01/2018	329.69
EF108069	11651	TREE WATERING SERVICES TREE WATERING SERVICES	31/01/2018	70,432.00
EF108070	11657	TRUCKLINE PARTS CENTRES	31/01/2018	191.40

EF108071	11658	AUTOMOTIVE SPARE PARTS TRUGRADE MEDICAL SUPPLIES	31/01/2018	312.60
		MEDICAL SUPPLIES		
EF108072	11667	TURFMASTER FACILITY MANAGEMENT	31/01/2018	107,465.03
		TURF & MOWING SERVICES		
EF108073	11699	VERNON DESIGN GROUP	31/01/2018	3,151.50
		ARCHITECTURAL SERVICES		
EF108074	11701	VIBRA INDUSTRIA	31/01/2018	703.56
		FILTER SUPPLIES		
EF108075	11708	VITAL PACKAGING PTY LTD	31/01/2018	4,913.70
		PACKAGING SUPPLIES		
EF108076	11715	WA BLUEMETAL	31/01/2018	4,256.72
		ROADBASE SUPPLIES		
EF108077	11722	WA HINO SALES & SERVICE	31/01/2018	4,989.36
		PURCHASE OF NEW TRUCKS / MAINTENANCE		
EF108078	11726	WA LIMESTONE	31/01/2018	5,211.99
		LIMESTONE SUPPLIES		
EF108079	11742	WACKER NEUSON PTY LTD	31/01/2018	762.22
		HARDWARE/EQUIPMENT SUPPLIES		
EF108080	11749	WARRENS EARTHMOVING CONTRACTORS	31/01/2018	363.00
		EARTHMOVING SERVICES		
EF108081	11773	WESFARMERS LANDMARK LIMITED	31/01/2018	1,154.78
		CHEMICAL SUPPLIES		
EF108082	11787	DEPT OF TRANSPORT	31/01/2018	277.55
		VEHICLE SEARCH FEES		
EF108083	11789	WALGA	31/01/2018	11,905.50
		ADVERTISING/TRAINING SERVICES		
EF108084	11793	WESTERN IRRIGATION PTY LTD	31/01/2018	45,981.93
		IRRIGATION SERVICES/SUPPLIES		
EF108085	11795	WESTERN POWER	31/01/2018	451,523.45
		STREET LIGHTING INSTALLATION & SERVICES		
EF108086	11806	WESTRAC PTY LTD	31/01/2018	2,587.05
		REPAIRS/MTNCE - EARTHMOVING EQUIPMENT		
EF108087	11835	WURTH AUSTRALIA PTY LTD	31/01/2018	632.81
		HARDWARE SUPPLIES		
EF108088	11841	YANGEBUP FAMILY CENTRE INC	31/01/2018	400.00
		VENUE HIRE / GRANTS & DONATIONS		
EF108089	11873	WATTLEUP TRACTORS	31/01/2018	9,427.00
		HARDWARE SUPPLIES		
EF108090	11985	IVO GRUBELICH	31/01/2018	10,505.00
		BUS HIRE		
EF108091	12014	TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD T/AS	31/01/2018	3,310.17
		EXCAVATING/EARTHMOVING EQUIPMENT		
EF108092	12028	CITY OF ARMADALE	31/01/2018	8,110.76
		ANIMAL DISPOSAL SERVICES		
EF108093	12153	HAYS PERSONNEL SERVICES PTY LTD	31/01/2018	7,094.78
		EMPLOYMENT SERVICES		
EF108094	12589	AUSTRALIAN INSTITUTE OF MANAGEMENT	31/01/2018	5,992.00
		TRAINING SERVICES		
EF108095	12621	SETON AUSTRALIA	31/01/2018	2,440.03
		SIGN SUPPLIES		
EF108096	12672	NORMAN DISNEY & YOUNG	31/01/2018	6,776.00
		CONSULTANCY SERVICES		
EF108097	13037	PPCA LTD	31/01/2018	3,393.00
		LICENCE FEE - SOUND & MUSIC		
EF108098	13056	CLEANDUSTRIAL SERVICES PTY LTD	31/01/2018	26,249.43
		CLEANING SERVICES		
EF108099	13074	DEPT OF AGRICULTURE, FISHERIES & FORESTRY	31/01/2018	690.00
		QUARANTINE/AUDITING SERVICES		
EF108100	13150	WESTERN AUSTRALIAN ELECTORAL COMMISSION	31/01/2018	236,690.03
		ELECTION EXPENSES		
EF108101	13393	SOUTH WEST GROUP	31/01/2018	59,411.00
		CONTRIBUTIONS		
EF108102	13563	GREEN SKILLS INC	31/01/2018	29,164.87
		EMPLOYMENT SERVICES		
EF108103	13671	WINC AUSTRALIA PTY LTD	31/01/2018	238,778.76
		OFFICE/STATIONERY SUPPLIES		
EF108104	13825	JACKSON MCDONALD	31/01/2018	23,124.76
		LEGAL SERVICES		
EF108105	13849	MCMULLEN NOLAN & PARTNERS SURVEYORS P/L	31/01/2018	2,046.00
		SURVEYING SERVICES		
EF108106	13860	KRS CONTRACTING	31/01/2018	4,780.60
		WASTE COLLECTION SERVICES		
EF108107	13998	AIR & POWER PTY LTD	31/01/2018	715.88
		MECHANICAL PARTS		
EF108108	14258	WARP GROUP PTY LTD	31/01/2018	4,326.43
		ROAD CONSTRUCTION MATERIALS		
EF108109	14297	ARTREF PTY LTD	31/01/2018	1,731.06
		OFFICE EQUIPMENT		
EF108110	14311	BBC ENTERTAINMENT	31/01/2018	1,760.00
		ENTERTAINMENT SERVICES		
EF108111	14476	COCKBURN PLEASURE BOAT STORAGE	31/01/2018	990.00
		STORAGE SERVICES		
EF108112	14593	AUSTREND INTERNATIONAL PTY LTD	31/01/2018	1,432.20
		ALUMINIUM SUPPLIES		
EF108113	14631	WASTE GAS RESOURCES PTY LTD	31/01/2018	14,031.93

EF108114	15109	POWER GENERATION REPEAT PLASTICS (WA) PLASTIC PRODUCTS	31/01/2018	3,430.01
EF108115	15271	PLE COMPUTERS PTY LTD PLE CORPORATE IT COMPUTER HARDWARE	31/01/2018	2,071.68
EF108116	15393	STRATAGREEN HARDWARE SUPPLIES	31/01/2018	1,707.15
EF108117	15587	DAVIDSON TRAHAIRE CORPSYCH TRAINING SERVICES	31/01/2018	4,950.00
EF108118	15588	NATURAL AREA HOLDINGS PTY LTD WEED SPRAYING	31/01/2018	10,164.63
EF108119	15678	AZZ PEST CONTROL THE TRUSTEE FOR CALDOW TRADING TRUST PEST CONTROL	31/01/2018	7,499.00
EF108120	15786	AD ENGINEERING INTERNATIONAL PTY LTD SIGNS - ELECTRONIC	31/01/2018	132.00
EF108121	15868	CARDNO (WA) PTY LTD CONSULTANCY SERVICES - ENGINEERING	31/01/2018	7,432.70
EF108122	15914	T-QUIP MOWING EQUIPMENT	31/01/2018	3,999.80
EF108123	16064	CMS ENGINEERING PTY LTD AIRCONDITIONING SERVICES	31/01/2018	8,036.16
EF108124	16107	WREN OIL WASTE DISPOSAL SERVICES	31/01/2018	66.00
EF108125	16108	ALTIFORM PTY LTD OUTDOOR FURNITURE	31/01/2018	6,255.70
EF108126	16396	MAYDAY EARTHMOVING ROAD CONSTRUCTION MACHINE HIRE	31/01/2018	25,602.50
EF108127	16894	TREBLEX INDUSTRIAL PTY LTD CHEMICALS - AUTOMOTIVE	31/01/2018	2,596.00
EF108128	16985	WA PREMIX CONCRETE SUPPLIES	31/01/2018	16,510.34
EF108129	16997	AUS SECURE SECURITY SERVICES/PRODUCTS	31/01/2018	100.00
EF108130	17092	CENTRAL SCREENS SECURITY SYSTEMS/PRODUCTS	31/01/2018	260.00
EF108131	17097	VALUE TISSUE PAPER PRODUCTS	31/01/2018	264.00
EF108132	17279	AUSSIE COOL SHADES SHADE SAILS & AWNINGS	31/01/2018	5,604.50
EF108133	17471	PIRTEK (FREMANTLE) PTY LTD HOSES & FITTINGS	31/01/2018	4,578.68
EF108134	17555	MAIA FINANCIAL PTY LTD EQUIPMENT LEASE REPAYMENTS	31/01/2018	15,801.23
EF108135	17605	EZI-EDGE CONCRETE GARDEN KERBING KERBING SERVICES	31/01/2018	1,636.80
EF108136	17608	NU-TRAC RURAL CONTRACTING BEACH CLEANING/FIREBREAK CONSTRUCTION	31/01/2018	18,782.00
EF108137	17827	NILSEN (WA) PTY LTD ELECTRICAL SERVICES	31/01/2018	3,040.63
EF108138	17927	SHARYN EGAN ARTISTIC SERVICES	31/01/2018	1,150.00
EF108139	18126	DELL AUSTRALIA PTY LTD COMPUTER HARDWARE	31/01/2018	1,978.90
EF108140	18203	NATSYNC ENVIRONMENTAL PEST CONTROL	31/01/2018	5,606.50
EF108141	18272	AUSTRACLEAR LIMITED INVESTMENT SERVICES	31/01/2018	81.94
EF108142	18293	EASTERN PRESS PRINTING	31/01/2018	1,885.00
EF108143	18508	JOHN TURNER BRICK LAYING SERVICES	31/01/2018	1,580.00
EF108144	18533	FRIENDS OF THE COMMUNITY INC. DONATION	31/01/2018	660.00
EF108145	18734	P & R EDWARDS ENTERTAINMENT SERVICES	31/01/2018	455.00
EF108146	18799	DOWN TO EARTH TRAINING & ASSESSING TRAINING SERVICES	31/01/2018	3,200.00
EF108147	18962	SEALANES (1985) P/L CATERING SUPPLIES	31/01/2018	693.47
EF108148	19306	ZIP HEATERS (AUST) PTY LTD HEATERS	31/01/2018	454.30
EF108149	19446	ENVISIONWARE PTY LTD SOFTWARE	31/01/2018	66.00
EF108150	19505	ADVANCED WINDOW SHUTTERS WINDOW SHUTTERS	31/01/2018	1,800.00
EF108151	19533	WOOLWORTHS LTD GROCERIES	31/01/2018	3,374.60
EF108152	19541	TURF CARE WA PTY LTD TURF SERVICES	31/01/2018	330.00
EF108153	19546	THE BIG PICTURE FACTORY PRINTING SERVICES	31/01/2018	118.80
EF108154	19657	BIGMATE MONITORING SERVICES PTY LTD COMPUTER HARDWARE/SOFTWARE	31/01/2018	510.40
EF108155	19821	STRUCTERRE CONSULTING GROUP STRUCTURAL DESIGN CONSULTANCY SERVICES	31/01/2018	2,248.40
EF108156	19916	THE FUNK FACTORY KP ALLEN & JB MURPHY	31/01/2018	1,980.00

EF108157	20000	ENTERTAINMENT SERVICES AUST WEST AUTO ELECTRICAL P/L AUTO ELECTRICAL SERVICES	31/01/2018	12,396.92
EF108158	20146	DATA#3 LIMITED CONTRACT IT PERSONNEL & SOFTWARE	31/01/2018	13,693.93
EF108159	20247	CHRISTIE PARKSAFE PARKS & RECREATIONAL PRODUCTS	31/01/2018	11,418.00
EF108160	20307	OCTAGON-BKG LIFTS MAINTENANCE SERVICES	31/01/2018	1,448.46
EF108161	20321	RIVERJET P/L EDUCTING-CLEANING SERVICES	31/01/2018	22,242.00
EF108162	20549	A1 CARPET, TILE & GROUT CLEANING CLEANING SERVICES - TILES/CARPET	31/01/2018	605.00
EF108163	20785	ATC WILIAMS PTY LTD CONSULTANCY SERVICES - GEOPHYSICAL	31/01/2018	6,589.00
EF108164	20941	PRESTIGE CATERING AND EVENT HIRE PTY LTD CATERING SERVICES	31/01/2018	21,244.00
EF108165	21005	BRAIN TEASERS OZ PTY LTD EDUCATIONAL PRODUCTS	31/01/2018	66.00
EF108166	21010	REDMAN SOLUTIONS PTY LTD COMPUTER SOFTWARE	31/01/2018	2,553.08
EF108167	21120	SHOREWATER MARINE PTY LTD MARINE CONSTRUCTION SERVICES	31/01/2018	9,333.85
EF108168	21127	JOANNA AYCKBOURN (VOICES IN SINC) INSTRUCTION - SINGING	31/01/2018	750.00
EF108169	21139	AUSTRAFFIC WA PTY LTD TRAFFIC SURVEYS	31/01/2018	7,568.00
EF108170	21193	SPM CONSULTANTS PTY LTD CONSULTANCY SERVICES	31/01/2018	2,091.21
EF108171	21290	ONSITE RENTALS EQUIPMENT HIRE /TOILETS ETCE	31/01/2018	735.46
EF108172	21294	CAT HAVEN ANIMAL SERVICES	31/01/2018	871.00
EF108173	21371	LD TOTAL SANPOINT PTY LTD LANDSCAPING WORKS/SERVICES	31/01/2018	42,704.04
EF108174	21463	CAPITAL FINANCE AUSTRALIA LTD FINANCIAL SERVICES - LEASE FINANCES	31/01/2018	1,854.27
EF108175	21469	JOHN HUGHES VOLKSWAGON PURCHASE OF NEW VEHICLE	31/01/2018	11,463.85
EF108176	21556	VITAL INTERPRETING PERSONNEL CONSULTANCY - EDUCATION	31/01/2018	1,461.90
EF108177	21594	GREENSENSE PTY LTD CONSULTANCY - CLIMATE	31/01/2018	9,198.99
EF108178	21627	MANHEIM PTY LTD IMPOUNDED VEHICLES	31/01/2018	4,343.63
EF108179	21665	MMJ REAL ESTATE (WA) PTY LTD PROPERTY MANAGEMENT SERVICES	31/01/2018	19,060.90
EF108180	21672	MEGA MUSIC AUSTRALIA MUSICAL INSTRUMENTS/SOUND EQUIPMENT	31/01/2018	525.00
EF108181	21744	JB HI FI - COMMERCIAL ELECTRONIC EQUIPMENT	31/01/2018	3,327.10
EF108182	21747	UNICARE HEALTH WHEELCHAIR HIRE	31/01/2018	2,712.00
EF108183	21946	RYAN'S QUALITY MEATS MEAT SUPPLIES	31/01/2018	1,212.68
EF108184	22106	INTELIFE GROUP SERVICES - DAIP	31/01/2018	11,480.48
EF108185	22337	SEGAFREDO ZANETTI AUSTRALIA PTY LTD COFFEE & COFFEE MACHINES	31/01/2018	184.00
EF108186	22400	FIRE & SAFETY WA PTY LTD FIRE SAFETY EQUIPMENT	31/01/2018	520.96
EF108187	22553	BROWNES FOOD OPERATIONS CATERING SUPPLIES	31/01/2018	712.02
EF108188	22569	SONIC HEALTH PLUS PTY LTD MEDICAL SERVICES	31/01/2018	1,527.90
EF108189	22613	VICKI ROYANS ARTISTIC SERVICES	31/01/2018	750.00
EF108190	22624	AUSSIE EARTHWORKS PTY LTD EARTHWORKS	31/01/2018	52,487.60
EF108191	22639	SHATISH CHAUHAN TRAINING SERVICES - YOGA	31/01/2018	750.00
EF108192	22682	BEAVER TREE SERVICES PTY LTD TREE PRUNING SERVICES	31/01/2018	106,837.05
EF108193	22752	ELGAS LIMITED GAS SUPPLIES	31/01/2018	385.93
EF108194	22798	PUMPS AUSTRALIA PTY LTD PUMP EQUIPMENT	31/01/2018	10,604.00
EF108195	22805	COVS PARTS PTY LTD MOTOR PARTS	31/01/2018	151.65
EF108196	22806	PUMA ENERGY (AUSTRALIA) FUELS PTY LTD FUEL SUPPLIES	31/01/2018	113,636.81
EF108197	22903	UNIQUE INTERNATIONAL RECOVERIES LLC DEBT COLLECTORS	31/01/2018	512.00
EF108198	23253	KOTT GUNNING LEGAL SERVICES	31/01/2018	1,977.69
EF108199	23351	COCKBURN GP SUPER CLINIC LIMITED T/A COCKBURN INTEGRATED HEALTH	31/01/2018	1,982.02

EF108200	23450	LEASING FEES CLEVER DESIGNS UNIFORMS	31/01/2018	241.60
EF108201	23457	TOTALLY WORK WEAR FREMANTLE CLOTHING - UNIFORMS	31/01/2018	7,981.26
EF108202	23570	A PROUD LANDMARK PTY LTD LANDSCAPE CONTRUCTION SERVICES	31/01/2018	944.24
EF108203	23579	DAIMLER TRUCKS PERTH PURCHASE OF NEW TRUCK	31/01/2018	1,894.11
EF108204	23849	JCB CONSTRUCTION EQUIPMENT AUSTRALIA PLANT/MACHINERY PURCHASE & MAINTENANCE	31/01/2018	149,684.60
EF108205	23858	SPECIALISED SECURITY SHREDDING DOCUMENT DESTRUCTION SERVICES	31/01/2018	20.24
EF108206	23971	FIND WISE LOCATION SERVICES LOCATING SERVICES - UNDERGROUND	31/01/2018	605.00
EF108207	24156	MASTEC AUSTRALIA PTY LTD PURCHASE OF NEW BINS	31/01/2018	97,104.08
EF108208	24195	PAYNE'S WINDOW CLEANING AND SERVICES WINDOW CLEANING SERVICES	31/01/2018	5,099.69
EF108209	24198	RICOCHECIRCUS ENTERTAINMENT SERVICES	31/01/2018	429.00
EF108210	24275	TRUCK CENTRE WA PTY LTD PURCHASE OF NEW TRUCK	31/01/2018	407,622.57
EF108211	24281	ECO LOGICAL AUSTRALIA PTY LTD MAPPING SERVICES	31/01/2018	7,045.50
EF108212	24430	DOCTOR HOME CAR DOCTOR CARE	31/01/2018	450.00
EF108213	24506	AMARANTI'S PERSONAL TRAINING PERSONAL TRAINING SERVICES	31/01/2018	150.00
EF108214	24527	AUSTRALIAN ASSOCIATION FOR ENVIRONMENTAL EDUCATION (WA CHAPT COURSE REGISTRATION	31/01/2018	748.00
EF108215	24599	POOLWERX SPEARWOOD ANALYTICAL SERVICES	31/01/2018	1,747.95
EF108216	24610	ALL FLAGS SIGNS & BANNERS SIGNS, FLAGS, BANNERS	31/01/2018	31,361.00
EF108217	24655	AUTOMASTERS SPEARWOOD VEHICLE SERVICING	31/01/2018	4,620.00
EF108218	24734	MYRIAD IMAGES PHOTOGRAPHY SERVICES	31/01/2018	1,512.50
EF108219	24736	ZENIEN CCTV CAMERA LICENCES	31/01/2018	14,244.94
EF108220	24748	PEARMANS ELECTRICAL & MECHANICAL SERVICES P/L ELECTRICAL SERVICES	31/01/2018	6,086.03
EF108221	24864	FREMANTLE FOOTBALL CLUB MERCHANDISE STOCK FOR RETAIL SALES	31/01/2018	36,674.52
EF108222	24945	NS PROJECTS PTY LTD PROJECT MANAGEMENT SERVICES	31/01/2018	2,200.00
EF108223	24978	AMBIUS PLANTS SUPPLIES	31/01/2018	1,943.68
EF108224	25002	BRAIN AMBULANCE MENTAL HEALTH EDUCATION EDUCATION SERVICES	31/01/2018	320.00
EF108225	25063	SUPERIOR PAK PTY LTD VEHICLE MAINTENANCE	31/01/2018	1,202.80
EF108226	25092	LINKS MODULAR SOLUTIONS PTY LTD SOFTWARE - ANNUAL SUPPORT & UPGRADES	31/01/2018	51,274.30
EF108227	25102	FREMANTLE MOBILE WELDING WELDING SERVICES	31/01/2018	10,190.40
EF108228	25115	FIIG INVESTMENT MANAGEMENT SERVICES	31/01/2018	2,750.00
EF108229	25121	IMAGESOURCE DIGITAL SOLUTIONS BILLBOARDS	31/01/2018	7,386.23
EF108230	25127	MILMAR DISTRIBUTORS PRINTING SERVICES - ID CARDS	31/01/2018	29.00
EF108231	25158	MPIRE SECURITY SECURITY SERVICES	31/01/2018	1,134.15
EF108232	25263	SYSTEM MAINTENANCE SEWERAGE PUMP MAINTENANCE	31/01/2018	3,940.29
EF108233	25264	ACURIX NETWORKS PTY LTD WIFI ACCESS SERVICE	31/01/2018	8,487.60
EF108234	25415	JANDAKOT STOCK & PET SUPPLIES PET SUPPLIES	31/01/2018	453.55
EF108235	25418	CS LEGAL LEGAL SERVICES	31/01/2018	48,591.11
EF108236	25540	JOHN MASSEY GROUP PTY LTD BUILDING SURVEYING SERVICES	31/01/2018	1,540.00
EF108237	25586	ENVIROVAP PTY LTD HIRE OF LEACHATE UNITS	31/01/2018	4,675.00
EF108238	25644	DYMOCKS GARDEN CITY PURCHASE OF BOOKS	31/01/2018	1,134.48
EF108239	25713	DISCUS ON DEMAND THE TRUSTEE FOR DISCUS ON DEMAND UNIT TRUST PRINTING SERVICES	31/01/2018	5,650.04
EF108240	25733	MIRACLE RECREATION EQUIPMENT PLAYGROUND INSTALLATION / REPAIRS	31/01/2018	7,808.90
EF108241	25813	LGCONNECT PTY LTD ERP SYSTEMS DEVELOPMENT	31/01/2018	35,750.00
EF108242	25832	EXTERIA	31/01/2018	18,783.60

EF108243	25874	STREET AND PARK INFRASTRUCTURE BRIGHTSKY AUSTRALIA HEALTHCARE PRODUCTS	31/01/2018	830.94
EF108244	25940	LEAF BEAN MACHINE COFFEE BEAN SUPPLY	31/01/2018	800.00
EF108245	25962	ALL LINES LINEMARKING SERVICES	31/01/2018	2,640.00
EF108246	26029	AUTOSWEEP WA SWEEPING SERVICES	31/01/2018	5,533.00
EF108247	26067	SPRAYKING WA PTY LTD CHEMICAL WEED CONTROL SERVICES	31/01/2018	42,173.88
EF108248	26110	DASH CIVIL CONTRACTING CONCRETING SERVICES	31/01/2018	51,949.70
EF108249	26113	BENJ BERNAL MUSIC ENTERTAINMENT SERVICES	31/01/2018	600.00
EF108250	26114	GRACE RECORDS MANAGEMENT RECORDS MANAGEMENT SERVICES	31/01/2018	1,293.23
EF108251	26121	COCKBURN COMMUNITY MEN'S SHED INC FABRICATION SERVICES	31/01/2018	235.00
EF108252	26195	PLAY CHECK CONSULTING SERVICES	31/01/2018	330.00
EF108253	26211	AMCOM PTY LTD INTERNET/DATA SERVICES	31/01/2018	14,935.96
EF108254	26257	PAPERBARK TECHNOLOGIES ARBORICULTURAL CONSULTANCY SERVICES	31/01/2018	16,125.00
EF108255	26303	GECKO CONTRACTING TURF & LANDSCAPE MAINTENANCE TURF & LANDSCAPE MAINTENANCE	31/01/2018	155,839.22
EF108256	26314	CPE GROUP TEMPORARY EMPLOYMENT SERVICES	31/01/2018	4,334.53
EF108257	26321	SKATEBOARDING WA SKATEBOARDING CLINICS	31/01/2018	3,300.00
EF108258	26325	SWEET DREAM FOODS PTY LTD CATERING SERVICES	31/01/2018	1,980.00
EF108259	26330	KENNARDS HIRE - BIBRA LAKE EQUIPMENT HIRE	31/01/2018	840.00
EF108260	26354	ELECTROFEN REPAIR SERVICES - SECURITY FENCES	31/01/2018	704.00
EF108261	26359	WILSON SECURITY SECURITY SERVICES	31/01/2018	394,200.64
EF108262	26369	ALL RETAINING SYSTEMS CONSTRUCTION SERVICES	31/01/2018	12,650.00
EF108263	26399	PAPERSCOUT THE TRUSTEE FOR PETERS MORRISON FAMILY TRUST GRAPHIC DESIGN SERVICES	31/01/2018	7,381.00
EF108264	26415	SHAWSETT TRAINING & SAFETY THE SHAWSETT UNIT TRUST DRIVER, FIRST AID & SAFETY TRAINING	31/01/2018	594.00
EF108265	26417	CHARLES AND VIOLET FITZGERALD, PAULA CAKE DECORATING CLASSES	31/01/2018	550.00
EF108266	26418	INTEGRANET TECHNOLOGY GROUP PTY LTD ICT CONSULTANCY SERVICES	31/01/2018	1,276.00
EF108267	26442	BULLANT SECURITY PTY LTD KEY WEST LOCK SERVICE & SALES LOCKSMITH & SECURITY SERVICES	31/01/2018	10,709.12
EF108268	26449	ECO SHARK BARRIER PTY LTD LEASING FEE FOR SHARK BARRIER	31/01/2018	43,750.00
EF108269	26460	KISS PHOTOBOOTHS PHOTOBOOTH HIRE	31/01/2018	450.00
EF108270	26462	SOLARWINDS SOFTWARE EUROPE LIMITED ORACLE LICENSES	31/01/2018	3,500.00
EF108271	26470	SCP CONSERVATION AND LAND MANAGEMENT FENCING SERVICES	31/01/2018	16,806.00
EF108272	26486	BIBRA LAKE FABRICATORS PTY LTD FABRICATION SERVICES	31/01/2018	10,725.00
EF108273	26508	BRAYCO GLOBAL PTY LTD FABRICATION SERVICES	31/01/2018	1,504.00
EF108274	26549	SHARON GREGORY (KOORT-KADAK CONSULTANCY) CONSULTANCY SERVICES	31/01/2018	600.00
EF108275	26574	EVA BELLYDANCE ENTERTAINMENT - BELLY DANCING	31/01/2018	150.00
EF108276	26577	S-TECH HOLDINGS PTY LTD SIGN MAKING SERVICES	31/01/2018	14,248.30
EF108277	26586	WA TEMPORARY FENCING SUPPLIES FENCING - TEMPORARY	31/01/2018	721.60
EF108278	26606	ENVIRO INFRASTRUCTURE PTY LTD CONSTRUCTION & FABRICATION	31/01/2018	6,111.61
EF108279	26613	AVE BIN AND BBQ CLEANING PTY LTD CLEANING SERVICES (BBQ - BINS)	31/01/2018	4,521.00
EF108280	26614	MARKETFORCE PTY LTD ADVERTISING	31/01/2018	7,531.38
EF108281	26618	GLOBAL SPILL CONTROL PTY LTD ROAD SAFETY PRODUCTS	31/01/2018	1,956.24
EF108282	26619	SPEARWOOD NEWS DELIVERY NEWSPAPER DELIVERY	31/01/2018	1,209.08
EF108283	26625	ANDOVER DETAILERS CAR DETAILING SERVICES	31/01/2018	1,495.08
EF108284	26626	SENVERSA PTY LTD ENVIRONMENTAL AUDITING	31/01/2018	5,500.00
EF108285	26639	SAFEGUARD INDUSTRIES	31/01/2018	960.00

EF108286	26648	SECURITY DOORS, SCREENS AND ROLLER SHUTT EMC SOLAR CONSTRUCTION PTY LTD SOLAR ENERGY	31/01/2018	10,630.56
EF108287	26649	KUBED MEDIA HIRE OF ADVERTISING LED SCREENS	31/01/2018	2,475.00
EF108288	26656	ENVIRONMENTAL HEALTH AUSTRALIA (WESTERN AUSTRALIA) INC. MEMBERSHIP, CONFERENCES AND TRAINING FO	31/01/2018	4,010.00
EF108289	26659	STARR SPECIAL EVENTS AUSTRALIA ENTERTAINMENT SERVICES	31/01/2018	13,750.00
EF108290	26660	EPOCH TRAINING BUSINESS TRAINING	31/01/2018	800.00
EF108291	26669	TURNER DESIGN PTY LTD GRAPHIC DESIGN CONSULTANCY	31/01/2018	3,168.00
EF108292	26673	PROJECT 3 PTY LTD EVENT AND MARKETING AGENCY	31/01/2018	66,000.00
EF108293	26688	PETER DELLE COSTE ENTERTAINMENT SERVICES - MUSIC	31/01/2018	300.00
EF108294	26698	MELVILLE MITSUBISHI PURCHASE OF NEW VEHICLES & MAINTENANCE	31/01/2018	18,162.00
EF108295	26709	TALIS CONSULTANTS PTY LTD WASTE CONSULTANCY	31/01/2018	2,770.63
EF108296	26721	QUAD SERVICES PTY LTD CLEANING SERVICES	31/01/2018	17,210.50
EF108297	26728	PROGRESSING PRIORITY PROJECTS CONSULTANCY - COMMUNITY SERVICES	31/01/2018	1,650.00
EF108298	26732	AMARE SAFETY CLOTHING UNIFORMS	31/01/2018	951.30
EF108299	26735	SHANE MCMASTER SURVEYS SURVEY SERVICES	31/01/2018	9,900.00
EF108300	26739	KERB DOCTOR KERB MAINTENANCE	31/01/2018	5,940.00
EF108301	26746	MOWER CITY LAWN MAINTENANCE	31/01/2018	1,977.50
EF108302	26747	BELL-VISTA FRUIT & VEG FRUIT AND VEGETABLES.	31/01/2018	767.45
EF108303	26749	BOOMERS PLUMBING AND GAS PTY LTD PLUMBING SERVICES	31/01/2018	20,476.50
EF108304	26754	INSIGHT CALL CENTRE SERVICES CALL CENTRE SERVICES	31/01/2018	6,652.43
EF108305	26770	LAKESIDE MOWERS & MOTORCYCLES REPAIRS/MAINTENANCE SERVICES	31/01/2018	114.00
EF108306	26772	DEVELOPING SKILLS TRAINING SERVICES	31/01/2018	297.00
EF108307	26774	NATURALISTE LAND SURVEYS SURVEYING SERVICES	31/01/2018	4,377.00
EF108308	26781	THE ARCHERY CENTRE & LASER RANGER ENTRY FEES	31/01/2018	770.00
EF108309	26782	SOFT LANDING RECYCLING SERVICES	31/01/2018	4,840.00
EF108310	26789	RAECO SUPPLIER OF LIBRARY SHELVING AND FURNITU	31/01/2018	346.75
EF108311	26791	MONSTERBALL AMUSEMENT & HIRE AMUSEMENT HIRE	31/01/2018	4,370.00
EF108312	26798	CASTLEROCK INSTITUTE OF MUSIC MUSIC PRODUCTION /D.J./ MUSIC EDUCATION	31/01/2018	770.00
EF108313	26800	THE GOODS RETAIL	31/01/2018	221.00
EF108314	26807	TRANSAIR TWO WAY RADIO EQUIPMENT REPAIRS & MAINTENANCE SERVICES	31/01/2018	1,585.76
EF108315	26818	THE MAZE AMUSEMENT	31/01/2018	856.00
EF108316	26824	WEB KEY IT PTY LTD WEBSITE CONSULTANCY	31/01/2018	1,541.10
EF108317	26830	ECO EATS CATERING CATERING	31/01/2018	673.90
EF108318	26831	AFL SPORTS READY LTD EDUCATION & TRAINING	31/01/2018	1,525.33
EF108319	26842	ONYA LIFE SUPPLIER OF WASTE-FREE LIFESTYLE PRODUCT	31/01/2018	1,127.95
EF108320	26843	ERGOLINK ERGONOMIC OFFICE FURNITURE	31/01/2018	1,096.54
EF108321	26876	INTEGRITY MANAGEMENT SOLUTIONS SOFTWARE DEVELOPMENT	31/01/2018	1,760.00
EF108322	26882	SLICKER STICKERS PTY LTD STICKERS/LABELS	31/01/2018	445.50
EF108323	26888	MEDIA ENGINE GRAPHIC DESIGN, MARKETING, VIDEO PRODUCT	31/01/2018	4,400.00
EF108324	26898	SPANDEX ASIA PACIFIC PTY LTD SIGNAGE SUPPLIER	31/01/2018	809.34
EF108325	26901	ALYKA PTY LTD DIGITAL CONSULTANCY AND WEB DEVELOPMENT	31/01/2018	22,456.50
EF108326	26909	WEST COAST PROFILERS PTY LTD ROAD PLANING COLD SERVICES	31/01/2018	52,741.48
EF108327	26913	MIRANDA KISSELL CONTRACTING CARPENTRY SERVICES	31/01/2018	10,388.40
EF108328	26915	FOCUSED VISION CONSULTING PTY LTD	31/01/2018	3,623.40

EF108329	26917	CONSULTING CIRRUS NETWORKS PTY LTD IT NETWORK & TELEPHONY SERVICES	31/01/2018	256,936.60
EF108330	26923	WOODLANDS DISTRIBUTORS & AGENCIES PTY LTD RUBBISH COLLECTION EQUIPMENT	31/01/2018	20,433.49
EF108331	26929	ELAN ENERGY MATRIX PTY LTD RECYCLING SERVICES	31/01/2018	889.36
EF108332	26935	IRRIGATION WA PTY LTD IRRIGATION SERVICES	31/01/2018	990.00
EF108333	26938	MAJESTIC PLUMBING PLUMBING SERVICES	31/01/2018	33,447.86
EF108334	26940	FLOORWEST FLOOR COVERINGS	31/01/2018	2,926.00
EF108335	26946	AV TRUCK SERVICES PTY LTD TRUCK DEALERSHIP	31/01/2018	5,942.74
EF108336	26966	HOUGOUMONT HOTEL ACCOMADATION	31/01/2018	1,190.00
EF108337	26972	LES MILLS ASIA PACIFIC INDUSTRIES EXCERSISE EQUIPMENT	31/01/2018	3,441.70
EF108338	26983	HITECH SPORTS PTY LTD SPORTING EQUIPMENT	31/01/2018	2,508.00
EF108339	26984	COMMERCIAL AQUATICS AUSTRALIA PTY LTD POOL EQUIPMENT	31/01/2018	7,821.00
EF108340	26985	ACCESS ICON PTY LTD DRAINAGE PRODUCTS	31/01/2018	2,200.00
EF108341	26987	CTI RISK MANAGEMENT SECURITY - CASH COLLECTION	31/01/2018	1,158.30
EF108342	26995	ARBORWEST TREE FARM PLANTS (TREES)	31/01/2018	24,750.00
EF108343	27002	COCKBURN PARTY HIRE HIRE SERVICES	31/01/2018	972.00
EF108344	27006	BIBRA LAKE IGA XPRESS LIQUOR SUPPLIES	31/01/2018	2,902.68
EF108345	27010	QUANTUM BUILDING SERVICES PTY LTD BUILDING MAINTENANCE	31/01/2018	4,085.95
EF108346	27015	INTELLI TRAC GPS TRACKING	31/01/2018	10,995.51
EF108347	27023	SOLARGAIN PV PTY LTD SOLAR PV COCKBURN ARC	31/01/2018	81,070.00
EF108348	27027	FRIG TECH WA REFRIDGERATION SERVICES	31/01/2018	937.75
EF108349	27031	DOWNER EDI WORKS PTY LTD ASPHALT SERVICES	31/01/2018	266,820.64
EF108350	27032	WTP AUSTRALIA PTY LTD QUANTITY SURVEYORS	31/01/2018	7,106.00
EF108351	27034	ADELBY PTY LTD FIREBREAK CONSTRUCTION	31/01/2018	28,591.20
EF108352	27044	GRAFFITI SYSTEMS AUSTRALIA GRAFFITI REMOVAL & ANTI-GRAFFITI COATING	31/01/2018	3,764.38
EF108353	27047	FREMANTLE ASBESTOS REMOVAL ASBESTOS REMOVAL	31/01/2018	2,123.00
EF108354	27054	VOCUS PTY LTD TELECOMMUNICATIONS	31/01/2018	1,097.80
EF108355	27059	FRONTLINE FIRE AND RESCUE EQUIPMENT MANUFACTURE-FIRE VEHICLES/EQUIPMENT	31/01/2018	2,031.16
EF108356	27060	CANTERBURY GROUP PTY LTD OFFICE FURNITURE	31/01/2018	6,039.00
EF108357	27063	NATURE PLAY SOLUTIONS PLAYGROUND DESIGN/CONSULTANCY	31/01/2018	9,352.86
EF108358	27064	COMMUNITY FIRST INTERNATIONAL DISABILITY SERVICES	31/01/2018	2,414.00
EF108359	27065	WESTBOOKS BOOKS	31/01/2018	5,116.89
EF108360	27069	HART SPORT SPORTS EQUIPMENT	31/01/2018	841.50
EF108361	27072	NORDIC FITNESS EQUIPMENT FITNESS EQUIPMENT	31/01/2018	945.00
EF108362	27077	CARBON NEUTRAL CARBON SOLUTIONS PROVIDER	31/01/2018	35,112.00
EF108363	27081	BCL GROUP PTY LTD CIVIL ENGINEERING	31/01/2018	14,993.00
EF108364	27082	KULBARDI PTY LTD STATIONERY SUPPLIES	31/01/2018	1,760.72
EF108365	27104	BLACK DIAMOND SECURITY (AUSTRALIA) PTY LTD SECURITY	31/01/2018	12,983.30
EF108366	27112	INDIGENOUS EXPERIENCES AUSTRALIA PTY LTD ABORIGINAL CULTURAL AWARENESS FACILITATO	31/01/2018	1,200.00
EF108367	27119	MONITORED SECURITY SYSTEMS PTY LTD SECURITY	31/01/2018	459.80
EF108368	27130	OOH MEDIA SOCIAL SPORTS PTY LTD DIGITAL MARKETING & SOFTWARE SERVICE PRO	31/01/2018	682.00
EF108369	27132	WILMA SCENINI TRAINING & INSTRUCTOR	31/01/2018	450.00
EF108370	27136	LAUGHTER 2 U LAUGHTER YOGA	31/01/2018	80.00
EF108371	27138	MARINA INDUSTRIES ASSOCIATION LTD	31/01/2018	530.00

EF108372	27152	THE KILPATRICK GDOWSKI TRUST ARCHITECTURE, DESIGN, MASTERPLANNING	31/01/2018	3,025.00
EF108373	27154	SUEZ RECYCLING & RECOVERY PTY LTD WASTE SERVICES	31/01/2018	19,251.75
EF108374	27166	TJS SERVICES (WA) PTY LTD FACILITY CLEANING SERVICES	31/01/2018	49,207.52
EF108375	27168	NIGHTLIFE MUSIC PTY LTD MUSIC MANAGEMENT	31/01/2018	1,518.00
EF108376	27169	NATURAL POWER SOLUTIONS PTY LTD POWER SUPPLY PROTECTION PRODUCTS & SERVICES	31/01/2018	38,010.18
EF108377	27171	SOUTHERN STAR TRAMPOLINE & GYMNASIACS ACADEMY PTY LTD SPORTS & RECREATION	31/01/2018	690.00
EF108378	27189	HEALTHSTRONG PTY LTD HOME CARE	31/01/2018	1,806.50
EF108379	27209	AXIS PLUMBING WA (SMALL WORKS) PTY LTD PLUMBING	31/01/2018	1,845.60
EF108380	27210	URBAN DESIGN LAB LANDSCAPE DESIGN	31/01/2018	1,200.00
EF108381	27211	CHRIS MELSOM URBAN PLANNING AND DESIGN	31/01/2018	720.00
EF108382	27215	METAL WORKS PERTH SIGNAGE	31/01/2018	15,880.00
EF108383	27217	CROTHERS CONSTRUCTION PTY LTD BUILDING CONSTRUCTION SERVICES	31/01/2018	459,871.33
EF108384	27222	ASHTON SAFETY HEALTH ENVIRONMENT SAFETY, HEALTH, ENVIRONMENT CONSULTING	31/01/2018	2,794.00
EF108385	27236	INTERSKILL TRAINING	31/01/2018	825.00
EF108386	27238	AUTO INGRESS PTY LTD SERVICE AUTO DOORS	31/01/2018	691.24
EF108387	27241	LANDSCAPE ELEMENTS PTY LTD LANDSCAPING SERVICES	31/01/2018	123,400.80
EF108388	27242	KP ELECTRIC (AUSTRALIA) PTY LTD ELECTRICAL SERVICES	31/01/2018	11,428.77
EF108389	27245	BEAUMONDE CATERING CATERING	31/01/2018	7,208.00
EF108390	27246	VEALE AUTO PARTS SPARE PARTS MECHANICAL	31/01/2018	1,153.80
EF108391	27267	KEOGH BAY CONSULTING CONSULTANCY	31/01/2018	4,950.00
EF108392	27269	INTEGRAPAY PTY LTD PAYMENT PROCESSING	31/01/2018	11,449.54
EF108393	27277	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION QUARTERLY LANDFILL LEVY	31/01/2018	1,003,102.94
EF108394	27279	PETER ROWSTHORN ENTERTAINMENT	31/01/2018	2,200.00
EF108395	27286	METROCON PTY LTD BUILDING CONSTRUCTION SERVICES	31/01/2018	102,653.10
EF108396	27294	THE TRUSTEE FOR THE MILLENIUM TRUST LANDSCAPING SERVICES	31/01/2018	114,185.71
EF108397	27296	SIMBA GLOBAL (SIMBA AUSTRALIA) BRANDED MERCHANDISE	31/01/2018	563.20
EF108398	27298	MY MEDIA INTELLIGENCE PTY LTD MEDIA MONITORING	31/01/2018	1,751.47
EF108399	27299	CSIRO SOFTWARE DEVELOPMENT - BUSHFIRE RISK TOOL	31/01/2018	58,575.00
EF108400	27301	ROLLER BARRIERS WA ANTI CLIMB DEVICES	31/01/2018	3,355.62
EF108401	27303	SEBEL PTY LTD FURNITURE	31/01/2018	880.59
EF108402	27308	JATU CLOTHING & PPE PTY LTD CLOTHING PPE	31/01/2018	1,277.17
EF108403	27310	SWIMPLEX AQUATICS PTY LTD POOL EQUIPMENT MAINTENANCE	31/01/2018	4,422.00
EF108404	27314	BRINKMAN AUSTRALIA PTY LTD SALT SUPPLIES (SWIMMING POOL)	31/01/2018	9,242.12
EF108405	27315	YACHT GROT MARINE AND GENERAL HARDWARE	31/01/2018	903.70
EF108406	27317	RAWURBAN CONSTRUCTIONS BUILDING CONSTRUCTION	31/01/2018	16,522.00
EF108407	27321	EVO COAST PTY LTD COASTAL ENGINEERING	31/01/2018	23,177.00
EF108408	27325	NATIONAL TRADE SUPPLIER BUILDING MODIFICATIONS & EDITIONS	31/01/2018	333.52
EF108409	27334	WESTCARE PRINT PRINTING SERVICES	31/01/2018	775.50
EF108410	27335	BRIGHTEN INTERIORS CABINET MAKING SERVICES	31/01/2018	4,808.10
EF108411	27337	CHRISTINE GROOM ENVIRONMENTAL CONSULTANT	31/01/2018	320.00
EF108412	27339	FOUNDRY CONSULTING PTY LTD CONSULTANCY - ENVIRONMENTAL	31/01/2018	5,412.00
EF108413	27345	ASF PROTECTIVE SERVICES PTY SECURITY SERVICES	31/01/2018	12,314.34
EF108414	27348	MESSAGE MEDIA TELECOMMUNICATIONS	31/01/2018	115.74

EF108415	27355	PLAYMASTER PLAYGROUND EQUIPMENT	31/01/2018	20,900.00
EF108416	27358	ROBIN YAKINTHOU SCULPTOR/ARTIST	31/01/2018	33,000.00
EF108417	27359	GSO STAINLESS ENGINEERING FABRICATION SERVICES - STAINLESS STEEL	31/01/2018	1,334.00
EF108418	27360	SCOPE IT EDUCATION ROCKINGHAM TRAINING & EDUCATION IT	31/01/2018	660.00
EF108419	27363	WA LAND COMPENSATION VALUATION SERVICES	31/01/2018	1,100.00
EF108420	27365	HEYDER & SHEARS EXCLUSIVE CATERERS CATERING SERVICES	31/01/2018	26,906.75
EF108421	27367	SARAH TERESA FRANCIS TRAINING SERVICES	31/01/2018	140.00
EF108422	27369	AMA TRAINING SERVICES TRAINING	31/01/2018	7,800.00
EF108423	27371	AFFIRMATIVE GROUP 3 PAVING SERVICES	31/01/2018	5,698.84
EF108424	27378	CORA BIKE RACK BIKE RACK	31/01/2018	880.00
EF108425	27381	FIT FOR LIFE EXERCISE PHYSIOLOGY EXERCISE CLASSES	31/01/2018	3,960.00
EF108426	27383	PAULA HART ARTISTIC SERVICES	31/01/2018	11,000.00
EF108427	27384	SIFTING SANDS SAND CLEANING	31/01/2018	10,426.70
EF108428	27385	PROGRAMMED ELECTRICAL TECHNOLOGIES ELECTRICAL SERVICES	31/01/2018	1,435.50
EF108429	27386	GC SALES (WA) GARDEN SUPPLIES	31/01/2018	363.00
EF108430	27389	ECODIAGNOSTICS PTY LTD MOLECULAR TESTING	31/01/2018	660.00
EF108431	11867	KEVIN JOHN ALLEN MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,693.67
EF108432	12740	MAYOR LOGAN HOWLETT MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	11,405.83
EF108433	19059	CAROL REEVE-FOWKES MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,613.67
EF108434	20634	LEE-ANNE SMITH MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	4,625.00
EF108435	23338	STEVE PORTELLI MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,192.11
EF108436	23339	STEPHEN PRATT MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,613.67
EF108437	25353	PHILIP EVA MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,693.67
EF108438	26696	CHAMONIX TERBLANCHE MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,693.67
EF108439	27326	MICHAEL SEPAROVICH MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,693.67
EF108440	27327	CHONTELLE SANDS MONTHLY COUNCILLOR ALLOWANCE	31/01/2018	2,693.67
EF108441	13476	THE HISTORICAL SOCIETY OF COCKBURN EXPENSES REIMBURSEMENT	31/01/2018	5,405.00
EF108442	23250	DEPARTMENT OF PLANNING DAP APPLICATIONS & DAP FEES	31/01/2018	8,511.00
EF108443	88888	GOLD ESTATES HOLDING MAINTENANCE BOND REFUND	31/01/2018	9,790.87
EF108444	88888	MICHAEL JOHN HAYMAN AND LISSA AMY HAYMAN BOND REFUND	31/01/2018	6,311.25
EF108445	88888	COCKBURN FIVE HUNDRED PTY LTD BOND REFUND	31/01/2018	193,503.41
EF108446	88888	WESTRALIAN PTY LTD BOND REFUND	31/01/2018	500.00
EF108447	88888	THE TRUSTEE FOR THE MILLENIUM TRUST BOND REFUND	31/01/2018	7,769.95
EF108448	88888	JH PROPERTY DEVELOPMENT BOND REFUND	31/01/2018	10,103.85
EF108449	88888	CAPE PATTON BOND REFUND	31/01/2018	116,000.00
EF108450	99997	LAURA HALL BIRD BATH REBATE - LAURA HALL	31/01/2018	47.00
EF108451	99997	LYNNE ROGERSON BIRD BATH REBATE - LYNNE ROGERSON	31/01/2018	50.00
EF108452	99997	JANDAKOT BUSHFIRE BRIGADE REIMBURSEMENT JANDAKOT BUSHFIRE BRIGADE	31/01/2018	180.00
EF108453	99997	JANDAKOT BUSHFIRE BRIGADE REIMBURSEMENT JANDAKOT BUSHFIRE BRIGADE	31/01/2018	210.97
EF108454	99997	JANET WELLS REIMBURSEMENT OF MILEAGE	31/01/2018	30.75
EF108455	99997	ST JEROMES SENIORS CENTRE DELEGATED AUTHORITY LGACS2	31/01/2018	65.00
EF108456	99997	DAVID A NORMAN COMPOST BIN REBATE - DAVID A NORMAN	31/01/2018	50.00
EF108457	99997	LAURENCE DAVENPORT COMPOST BIN REBATE - LAURENCE DAVENPORT	31/01/2018	39.90

EF108458	99997	FRANCESCO CAMER-PESCI COMPOST BIN REBATE - FRANCESCO	31/01/2018	50.00
EF108459	99997	DEBRA WEGNER COMPOST BIN REBATE - DEBRA WEGNER	31/01/2018	50.00
EF108460	99997	HAYLEY O'CONNOR REFUND AUBIN GROVE HAYLEY O'CONNOR	31/01/2018	116.00
EF108461	99997	MATTHEW TIMMINS REFUND REQUEST - MATTHEW TIMMINS	31/01/2018	18.00
EF108462	99997	GOLDBARREL CORP P / L DEVELOPER CONTRIBUTION FUND	31/01/2018	19,000.00
EF108463	99997	SCOTT HUNT EMPLOYEE REIMBURSEMENT - SCOTT HUNT	31/01/2018	48.00
EF108464	99997	SANTO COLLOVA COMPOST BIN REBATE - SANTO COLLOVA	31/01/2018	50.00
EF108465	99997	SNJEZANA BENDER COMPOST BIN REBATE - SNJEZANA BENDER	31/01/2018	50.00
EF108466	99997	RIAAN KRUMHOLECTSKI COMPOST BIN REBATE - RIAAN KRUMHOLECTSKI	31/01/2018	50.00
EF108467	99997	COCKBURN MASTERS SWIMMING CLUB INC NICK SPORTS EQUIPMENT GRANT #91	31/01/2018	924.97
EF108468	99997	DENIS & SUZANNA BOZANIC SOIL STABILISATION REFUND	31/01/2018	164.85
EF108469	99997	COCKBURN BASKETBALL ASSOCIATION INC KIDSPORT INVOICE KS015512	31/01/2018	93.50
EF108470	99997	PORT CATHERINE DEVELOPMENTS PTY LTD GRANTS, DONATIONS & REFUNDS	31/01/2018	240.45
EF108471	99997	DARREN HARLOCK BIRD BATH REBATE - HARLOCK	31/01/2018	42.40
EF108472	99997	MICHAEL MCGILVRAY BIRD BATH REBATE - MCGILVRAY	31/01/2018	42.49
EF108473	99997	DAVID CHARLES LEWIS BIRD BATH REBATE - LEWIS	31/01/2018	42.40
EF108474	99997	CAROL HUNT TOFU MAKING WORKSHOP	31/01/2018	260.00
EF108475	99997	CARMEL FEATHERSTONE F CLASS REIMBURSEMENT	31/01/2018	218.50
EF108476	99997	PERTH JUNIOR ROLLER DERBY KIDSPORT INV-KS015557 HARMONY WATSON	31/01/2018	170.00
EF108477	99997	CARLOS FRANCISCO TRAILER PASS REIMBURSEMENT	31/01/2018	55.00
EF108478	99997	JANDAKOT BUSHFIRE BRIGADE JANDAKOT BUSHFIRE BRIGADE REIMBURSEMENT	31/01/2018	361.71
EF108479	99997	SOUTH BEACH COMMUNITY GROUP INC. DELEGATED AUTHORITY LGACS7	31/01/2018	1,000.00
EF108480	99997	SOUTH BEACH COMMUNITY GROUP INC. SMALL EVENTS SPONSORSHIP	31/01/2018	2,000.00
EF108481	99997	SOFIE DE MEYER BETTER TOMORROW GRANT - NATIVE VERGE PRO	31/01/2018	2,000.00
EF108482	99997	KERWYN SOPREVILLA CROSSOVER CONTRIBUTION - KERWYN SOPREVI	31/01/2018	300.00
EF108483	99997	MICHAEL AND VICKI WUST CROSSOVER CONTRIBUTION - MICHAEL WUST	31/01/2018	300.00
EF108484	99997	BLAKE FITZSIMONS CROSSOVER CONTRIBUTION - BLAKE FITZSIMON	31/01/2018	300.00
EF108485	99997	KYLIE ANTOINETTE BROADHURST CROSSOVER CONTRIBUTION 2C BUSHY ROAD	31/01/2018	300.00
EF108486	99997	RACHAEL BLACKLEY CROSSOVER CONTRIBUTION - RACHAEL BLACKLE	31/01/2018	300.00
EF108487	99997	GARY FOXBRIDGE CROSSOVER CONTRIBUTION - GARY FOXBRIDGE	31/01/2018	300.00
EF108488	99997	MD & SL HESFORD BIRD BATH REBATE - HESFORD	31/01/2018	50.00
EF108489	99997	CJ & KM HOLDING BIRD BATH REBATE - HOLDING	31/01/2018	47.00
EF108490	99997	TJ & MC STEADMAN BIRD BATH REBATE - STEADMAN	31/01/2018	34.50
EF108491	99997	COCKBURN NETBALL CLUB KIDSPORT INV KS015667 - X2	31/01/2018	300.00
EF108492	99997	FREMANTLE PCYC KIDSPORT INV KS015660 - CASTRO HERNANDEZ	31/01/2018	99.00
EF108493	99997	JACO BEKKER BIRD BATH REBATE - BEKKER	31/01/2018	25.00
EF108494	99997	JANDAKOT JETS JUNIOR FOOTBALL CLUB KIDSPORT INV KS015712 - PEAT & ZANIN	31/01/2018	300.00
EF108495	99997	COCKBURN CITY SOCCER CLUB INC KIDSPORT INV: KS015719	31/01/2018	330.00
EF108496	99997	JANDAKOT JETS JUNIOR FOOTBALL CLUB INC KIDSPORT INV: KS015745	31/01/2018	275.00
EF108497	99997	COCKBURN NETBALL CLUB INC KIDSPORT INV:KS015742 HANNAH KILRAIN	31/01/2018	150.00
EF108498	99997	ROYS STEEL PTY LTD VALUATION REPORT REIMBURSEMENT	31/01/2018	3,850.00
EF108499	99997	ATWELL NETBALL CLUB INC KIDSPORT KS015767 - 4 KIDS	31/01/2018	600.00
EF108500	99997	DARREN HARLOCK COMPOST BIN REBATE - D HARLOCK	31/01/2018	50.00

EF108501	99997	LOURISE GRANT COMPOST BIN REBATE - L GRANT	31/01/2018	50.00
EF108502	99997	ALISON J BLUNSDEN COMPOST BIN REBATE - A BLUNSDEN	31/01/2018	50.00
EF108503	99997	SONJA HERREN COMPOST BIN REBATE - A HERREN	31/01/2018	50.00
EF108504	99997	TREVOR STEADMAN COMPOST BIN REBATE - T STEADMAN	31/01/2018	50.00
EF108505	99997	ANNA KLEIN COMPOST BIN REBATE - KLEIN	31/01/2018	50.00
EF108506	99997	PATRICIA SANDALL COMPOST BIN REBATE - SANDALL	31/01/2018	50.00
EF108507	99997	MURRAY QUAKERNAAT COMPOST BIN REBATE - QUAKERNAAT	31/01/2018	50.00
EF108508	99997	DAVID LEWIS COMPOST BIN REBATE - D LEWIS	31/01/2018	50.00
EF108509	99997	JK & PM BEVAN CROSS-OVER CONTRIBUTION - P.BEVAN	31/01/2018	300.00
EF108510	99997	FELIX ALVAREZ CROSS-OVER CONTRIBUTION - F.ALVAREZ	31/01/2018	300.00
EF108511	99997	SARAH KAY DELA CRUZ CROSSOVER CONTRIBUTION - SARAH SELA CRUZ	31/01/2018	300.00
EF108512	99997	ANITA DE SOUSA SOIL STABILISATION REFUND REQUEST	31/01/2018	113.75
EF108513	99997	DEPARTMENT OF HUMAN SERVICES DEPARTMENT OF HUMAN SERVICE RANSACTIO	31/01/2018	268.29
EF108514	99997	LAURA HOLDSWORTH COMPOST BIN REBATE - HOLDSWORTH	31/01/2018	50.00
EF108515	99997	JOANNE & BRENDON DARCY COMPOST BIN REBATE - DARCY	31/01/2018	39.95
EF108516	99997	MICHAEL CRISP COMPOST BIN REBATE - M CRISP	31/01/2018	50.00
EF108517	99997	ARRAN SUTHERLAND CROSS-OVER CONTRIBUTION ARRAN SUTHERLAND	31/01/2018	300.00
EF108518	99997	DIAMONDS NETBALL CLUB KIDSPORT INV KS015752 X 4	31/01/2018	600.00
EF108519	99997	JANDAKOT JETS JUNIOR FOOTBALL CLUB KIDSPORT INV KS015757 - RUIZ	31/01/2018	150.00
EF108520	99997	GKR KARATE WA INCORPORATED KIDSPORT INV KS015813 - B WHITTAKER	31/01/2018	200.00
EF108521	99997	ZURICH AUSTRALIAN INSURANCE LIMITED CLAIM NO. 63 8020581 1GHQ015	31/01/2018	1,000.00
EF108522	99997	ALAN M HANCOCK SPEARWOOD LIBRARY WRITING COURSE NOV17	31/01/2018	425.00
EF108523	99997	L KELLY FINAL BALANCE ON HOME CARE STATEMENT	31/01/2018	1,025.07
EF108524	99997	FREMANTLE PCYC KID SPORT INVOICE - KS015826	31/01/2018	165.00
EF108525	99997	COOGEE BASKETBALL CLUB INC KID SPORT INV-KS015850	31/01/2018	300.00
EF108526	99997	ZURICH AUSTRALIAN INSURANCE LIMITED CLAIM NO. 638021111	31/01/2018	1,000.00
EF108527	99997	COCKBURN JUNIOR CRICKET CLUB KID SPORT INV-KS015854	31/01/2018	165.00
EF108528	99997	BALDIVIS EQUESTRIAN & PONY CLUB INC. KID SPORT INV-KS015861	31/01/2018	165.00
EF108529	99997	KLAUS FAHRNER LANDOWNER BIODIVERSITY GRANT	31/01/2018	2,415.00
EF108530	99997	AMANDA AND ROB NOOYEN LANDOWNER BIODIVERSITY GRANT	31/01/2018	2,970.00
EF108531	99997	SARAH MCELWEE LANDOWNER BIODIVERSITY GRANT	31/01/2018	2,990.00
EF108532	99997	PHIL & BRONWYN GENONI LANDOWNER BIODIVERSITY GRANT	31/01/2018	2,910.00
EF108533	99997	SHARON CLINCH LANDOWNER BIODIVERSITY GRANT	31/01/2018	1,916.00
EF108534	99997	DAVE MANNING LANDOWNER BIODIVERSITY GRANT	31/01/2018	2,291.00
EF108535	99997	JORJA WOODS LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	31/01/2018	150.00
EF108536	99997	HANNAH - ROSE SKONIS LGACS9 - JUNIOR SPORT TRAVEL ASSISTANCE	31/01/2018	150.00
EF108537	99997	COOGEE BASKETBALL CLUB KIDSPORT - KS015864 - K WICKHAM	31/01/2018	200.00
EF108538	99997	DIAMONDS NETBALL CLUB KIDSPORT - KS015863 - T.MAUE	31/01/2018	150.00
EF108539	99997	THE DANCE COLLECTIVE KIDSPORT-KS015877- D.PENFOLD	31/01/2018	165.00
EF108540	99997	COCKBURN CITY TEEBALL & BASEBALL CLUB KIDSPORT-KS015873- 7 CHILDREN	31/01/2018	850.00
EF108541	99997	CURTIN UNIVERSITY GENERAL ACCOUNT INV 9130356 STUDENT FEES - JULIE REIDY	31/01/2018	2,283.00
EF108542	99997	PWA GENERAL BEELIAR HALL REFUND	31/01/2018	100.00
EF108543	99997	DIAMONDS NETBALL CLUB KIDSPORT INV KS015903 - T MAUE	31/01/2018	150.00

EF108544	10047	ALINTA ENERGY NATURAL GAS & ELECTRCITY SUPPLY	31/01/2018	75,823.91
EF108545	11794	SYNERGY ELECTRICITY USAGE/SUPPLIES	31/01/2018	324,710.35
EF108546	12025	TELSTRA CORPORATION COMMUNICATIONS SERVICES	31/01/2018	15,916.05
EF108547	99996	ANGLICARE WA RATES REFUNDS	31/01/2018	793.00
EF108548	99996	ANGLICARE WA RATES REFUNDS	31/01/2018	4,875.26
EF108549	99996	ANGLICARE WA RATES REFUNDS	31/01/2018	793.00
EF108550	99996	TRACEY ROBERTS RATES REFUNDS	31/01/2018	584.94
EF108551	99996	ESTATE OF LYNETTE MARGARET RYAN RATES REFUNDS	31/01/2018	747.67
EF108552	99996	ARJAI DESIGNS RATES REFUNDS	31/01/2018	147.00
EF108553	99996	QUBE HAMMOND SOUTH DEVELOPMENT PTY LTD RATES REFUNDS	31/01/2018	40.00
EF108554	99996	PATIO FACTORY RATES REFUNDS	31/01/2018	147.00
EF108555	99996	ASCOT SETTLEMENTS RATES REFUNDS	31/01/2018	768.71
EF108556	99996	E M HOLLAND RATES REFUNDS	31/01/2018	886.17
EF108557	99996	ANTONIO MAVICA RATES REFUNDS	31/01/2018	2,222.40
EF108558	99996	G BALDOCK RATES REFUNDS	31/01/2018	872.03
EF108559	99996	SIMON BIRD RATES REFUNDS	31/01/2018	947.43
EF108560	99996	MJ & DJ LUCKENS RATES REFUNDS	31/01/2018	808.56
EF108561	99996	PATRICK MCENTEE RATES REFUNDS	31/01/2018	724.12
EF108562	99996	EVERSWELL PTY LTD RATES REFUNDS	31/01/2018	821.20
EF108563	99996	O D ROJAS GOMEZ RATES REFUNDS	31/01/2018	913.94
EF108564	99996	VALUED LIVES FOUNDATION (INC) RATES REFUNDS	31/01/2018	59.50
EF108565	99996	ALEXANDRA CULLEN RATES REFUNDS	31/01/2018	4,380.00
EF108566	99996	NICOLE RENNIE RATES REFUNDS	31/01/2018	1,400.00
EF108567	99996	DAYNE P RAYNER RATES REFUNDS	31/01/2018	477.71
EF108568	99996	EVERSWELL PTY LTD RATES REFUNDS	31/01/2018	825.18
EF108569	99996	COREY BETRAM RATES REFUNDS	31/01/2018	147.00
EF108570	27328	TCI NEW ZEALAND (1995) LTD PLASTIC PRODUCTS	31/01/2018	6,940.17
EF108571	27387	STACKMAP INDOOR MAPPING SOFTWARE	31/01/2018	2,401.45
LESS CANCELLED PAYMENTS:				
EF107780		TANJA COLEMAN	8/01/2018 -	39.90
EF107862		KIARA JETTA	8/01/2018 -	400.00
EF107796		HEATH & TRACEY ROBERTSON	8/01/2018 -	50.00
EF107888		SUSAN CONLAN	8/01/2018 -	300.00
EF107864		CODY HAMPTON	8/01/2018 -	400.00
026707		STEWART TITLE LTD	10/01/2018 -	52.00
EF107954		MIKE EMERY	22/01/2018 -	98.18
027035		DIANE MUNROW	31/01/2018 -	150.00
027061		LEIGH HALL	31/01/2018 -	119.00

PAYMENT LIST TOTAL	12,427,479.29
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BANK FEES AND CREDIT CARD PAYMENTS:

BANK FEES	31.71
MERCHANT FEES COC	13,304.68
MERCHANT FEES ARC	50.78
MERCHANT FEES ARC	2,856.83
MERCHANT FEES VARIOUS OUT CENTRES	96.39
NATIONAL BPAY CHARGE	5,363.20
RTGS/ACLR FEE	30.50
NAB TRANSACT FEE	2,117.08
MERCHANDISE / OTHER FEES	
CBA CREDIT CARD PAYMENT	74,682.18
	98,533.35

FAMILY DAY CARE AND IN HOME CARE PAYMENTS:

FDC PAYMENTS	95,494.15
IHC PAYMENTS	188,279.05
	283,773.20

PAYROLL PAYMENTS:

COC09/01/18 Pmt 000109730557 City of Cockburn	10/01/2018	1,325,218.15
COC23/01/18 Pmt 000110458536 City of Cockburn	24/01/2018	1,331,293.67
COC31/12/17 Pmt 000110450659 City of Cockburn	24/01/2018	7,721.83
COC25/01/18 Pmt 000110549777 City of Cockburn	25/01/2018	5,447.50
COC26/01/18 Pmt 000110807653 City of Cockburn	31/01/2018	15,997.08
		2,685,678.23

TOTAL PAYMENTS	15,495,464.07
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15.2 (2018/MINUTE NO 0041) STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - JANUARY 2018

Author(s) N Mauricio

Attachments 1. Statement of Financial Activity - January 2018

RECOMMENDATION

That Council:

- (1) adopt the Statement of Financial Activity and associated reports for January 2018, as attached to the Agenda; and
- (2) amend the 2017-2018 Municipal Budget in accordance with the detailed schedule attached as follows:

Revenue adjustments	Increase	(\$108,271)
Transfer from Reserve adjustments	Increase	(\$39,014)
Expenditure adjustments	Increase	\$188,723
Transfer to Reserve adjustments	Increase	\$32,000
Non-cash balance sheet adjustment (depreciation)	Increase	(\$28,438)
Net impact on Municipal Budget closing funds	Decrease	\$45,000

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED BY ABSOLUTE MAJORITY OF COUNCIL 7/0

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:–

- (1) details of the composition of the closing net current assets (less restricted and committed assets);
- (2) explanation for each material variance identified between YTD budgets and actuals; and



- (3) any other supporting information considered relevant by the local government.

Regulation 34(4)(a) prescribes that the Statement of Financial Activity and accompanying documents be presented to Council within 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.

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

This regulation requires Council to annually set a materiality threshold for the purpose of disclosing budget variances within monthly financial reporting. At the August 2017 meeting, Council adopted to continue with a materiality threshold of \$200,000 for the 2017/18 financial year.

Detailed analysis of budget variances is an ongoing exercise, with any required budget amendments submitted to Council each month in this report or included in the City's mid-year budget review as deemed appropriate.

Submission

N/A

Report

Opening Funds

The City had \$6.64M in opening funds (brought forward from the previous year), including \$5.42M of municipal funding required for the carried forward works and projects.

Closing Funds

The City's closing funds position of \$55.53m was \$11.93m higher than the budget forecast to the end of January. This result reflects the net cash flow variances across the operating and capital programs as further detailed in this report.

The 2017/18 revised budget reflects an EOFY closing position of \$0.46m, up from the \$14k originally included in the adopted budget. This is primarily due to quarantining \$0.44m of the \$0.50m budget



allocation for street tree planting that has since been returned via the mid-year budget review, adopted by Council at its February meeting.

Operating Revenue

Consolidated operating revenue of \$126.56m was ahead of the YTD budget target by \$2.07m. A significant portion of the City's operating revenue was recognised in July upon the issue of the annual rates notices. The remaining revenue, largely comprising fees, grants and interest earnings flows comparatively uniformly over the remainder of the year.

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

Nature or Type Classification	Actual Revenue	Revised Budget YTD	Variance to Budget	FY Revised Budget
	\$M	\$M	\$M	\$M
Rates	97.30	97.09	0.21	99.98
Specified Area Rates	0.40	0.33	0.07	0.33
Fees & Charges	18.31	17.00	1.31	26.71
Operating Grants & Subsidies	6.59	6.41	0.18	9.75
Contributions, Donations, Reimbursements	0.75	0.75	0.00	1.22
Interest Earnings	3.21	2.91	0.30	4.74
Total	126.56	124.49	2.07	142.74

The material variances at month end were:

- Rates – part year rating was \$0.21m ahead of YTD budget
- Fees & Charges:
 - Cockburn ARC fee revenue continued to outperform the budget and was \$2.04m ahead of YTD budget.
 - Henderson Waste Recovery Park commercial landfill fees and the sale of salvaged recyclable materials were down a combined \$0.21m.
 - Fees from development applications and building permits were down a combined \$0.40m



- Interest Earnings – these were ahead of YTD budget by \$0.30m and well on track to exceed the full year budget of \$4.74m.

All these variances were addressed in the mid-year budget review adopted by Council at its February meeting.

Operating Expenditure

Operating expenditure of \$79.35m (including asset depreciation) was under the YTD budget by \$3.89m.

The following table shows the operating expenditure budget variance at the nature and type level. The internal recharging credits reflect the amount of internal costs capitalised against the City's assets:

Nature or Type Classification	Actual Expenses \$M	Revised Budget YTD \$M	Variance to Budget \$M	FY Revised Budget \$M
Employee Costs - Direct	-29.97	-30.72	0.75	-53.08
Employee Costs - Indirect	-0.45	-0.57	0.12	-1.50
Materials and Contracts	-22.20	-24.20	2.00	-41.02
Utilities	-2.92	-3.01	0.09	-5.23
Interest Expenses	-0.41	-0.41	0.00	-0.82
Insurances	-1.30	-1.70	0.40	-1.70
Other Expenses	-4.68	-5.24	0.56	-9.01
Depreciation (non-cash)	-17.76	-17.79	0.03	-30.45
Amortisation (non-cash)	-0.64	-0.65	0.01	-1.12
Internal Recharging-CAPEX	0.98	1.05	-0.07	1.41
Total	-79.35	-83.24	3.89	-142.53

The significant variances at month end were:

- Material and Contracts were collectively \$2.00m under the YTD budget with the significant variances being:
- Spending across the Community Development business unit was collectively down \$0.25m



- Henderson landfill running expenses were down \$0.28m
- Cockburn ARC was \$0.40m under spent across maintenance and operations.
- Direct Employee Costs were collectively \$0.75m under the YTD budget with the only material variance belonging to Cockburn ARC which was \$0.49m overspent. However, this is attributable to the high patronage being experienced.
- Other Expenses – Council’s donations program was \$0.24m behind the YTD budget target, as was the landfill levy by \$0.38m due to reduced tonnage through the gate.

Many of these variances were addressed in the mid-year budget review adopted by Council at its February meeting.

Capital Expenditure

The City’s total capital spend at the end of January was \$16.65m, representing an under spend of \$10.29m against the YTD budget.

The following table details the budget variance by asset class:

Asset Class	YTD Actuals \$M	YTD Budget \$M	YTD Variance \$M	Revised Budget \$M	Commit Orders \$M
Roads Infrastructure	3.92	6.36	2.44	15.06	2.0
Drainage	0.34	0.77	0.43	1.74	0.1
Footpaths	0.33	0.53	0.20	1.59	0.0
Parks Infrastructure	3.39	4.70	1.30	12.53	2.9
Landfill Infrastructure	0.80	0.80	0.00	1.06	0.1
Freehold Land	0.28	0.34	0.06	0.98	0.0
Buildings	4.91	9.08	4.17	19.91	6.5
Furniture & Equipment	0.72	1.18	0.46	1.18	0.0
Information Technology	0.66	1.41	0.75	2.98	0.5
Plant & Machinery	1.30	1.78	0.48	3.56	1.3
Total	16.65	26.95	10.29	60.59	13.4

These results included the following significant project variances:

- Buildings – Lakelands Hockey Facilities is showing a \$1.69m underspend against YTD budget, Cockburn Bowling & Recreation



Facility was under by \$0.90m, Cockburn ARC minor works under by \$0.33m and Community Men's Shed under by \$0.58m.

- Roads Infrastructure – Spearwood Ave duplication (Beeliar to Barrington) was \$0.49m under YTD budget and Gibbs & Liddelow Roundabout under by \$0.35m.
- Parks Infrastructure – spending on the Coogee Beach master plan was \$0.33m under YTD budget.
- Plant & Machinery – the light fleet replacement program was \$0.38m under YTD budget with \$0.12m on order.
- Furniture & Equipment - the 3rd bin rollout is behind budget by \$0.44m.
- Information Technology – A number of hardware and software projects were collectively \$0.66m behind the YTD budget.

Capital Funding

Capital funding sources are highly correlated to capital spending, the sale of assets and the rate of development within the City (developer contributions received).

Significant variances for the month included:

- Developer Contribution Area (DCA) contributions were collectively ahead of YTD budget by \$2.66m, with community infrastructure contributions ahead by \$0.86m and roads infrastructure contributions ahead by \$1.80m. These were adjusted in the mid-year budget review.

Reserve Transfers

- Transfers from Reserve were \$3.69m below the YTD budget setting, with reserve funding for capital projects behind budget by \$3.07m. This correlates with under spending within the capital program to the end of January.
- Transfers to financial reserves were \$3.38m above the YTD budget, primarily due to the higher level of DCA developer contributions received (extra \$2.6m transferred), higher interest earnings (extra \$0.2M) and extra sales proceeds of \$0.52m.

Cash & Investments

The closing cash and financial investment holding at month's end totalled \$163.40m, up slightly from \$163.03m the previous month.

\$116.11m of this balance represented funds held for the City's financial reserves. The remaining balance of \$47.29m represented cash funding available to meet operational liquidity requirements.

Investment Performance, Ratings and Maturity



The City's investment portfolio made a weighted annualised return of 2.66% for the month, unchanged from the month. This continued to compare favourably against the UBS Bank Bill Index (2.12%) and the FIIG Term Deposit - All Maturities Index (2.14%). The City's 10 year zero coupon bond (Argon - CBA bond) matured on 22 January with a face value of \$4m fully repaid. This had been generating internalised interest returns of 7.17%. Interest earnings of \$3.21m to the end of January were \$0.30m ahead of the YTD budget.

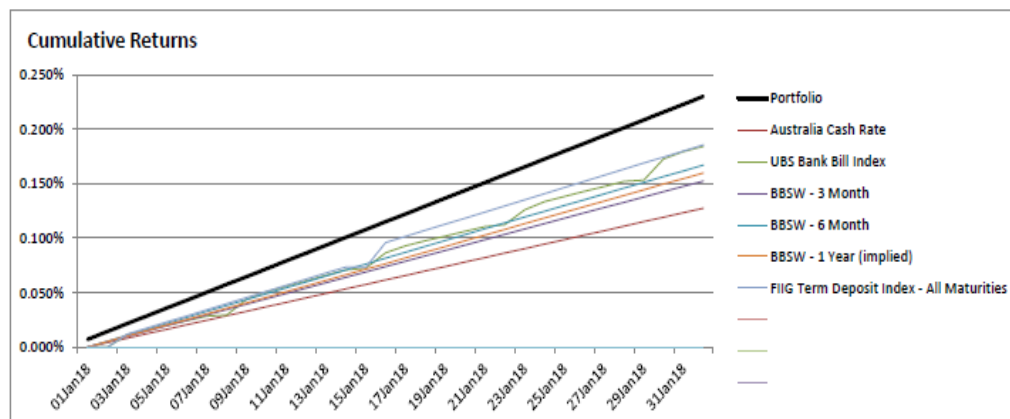


Figure 1: COC Portfolio Returns vs. Benchmarks

The cash rate was most recently reduced at the August 2016 meeting of the Reserve Bank of Australia (by 25bp to 1.50%). Markets currently indicate the next move will most likely be up, but not until late 2018 or early 2019.

The majority of investments are currently held in term deposit (TD) products placed with highly rated APRA (Australian Prudential Regulation Authority) regulated Australian and foreign owned banks. These were invested for terms ranging from three to twelve months. All investments comply with the Council's Investment Policy, other than those made under previous statutory provisions that were grandfathered by updated legislation.

The City's TD investments fall within the following Standard and Poor's short term risk rating categories. The A-1+ investment holding increased from 24% to 32% during the month, whilst the A-1 holding remained increased from 20% to 23%. The amount invested with A-2 banks reduced from 49% to 43%, comfortably below the policy limit of 60%.

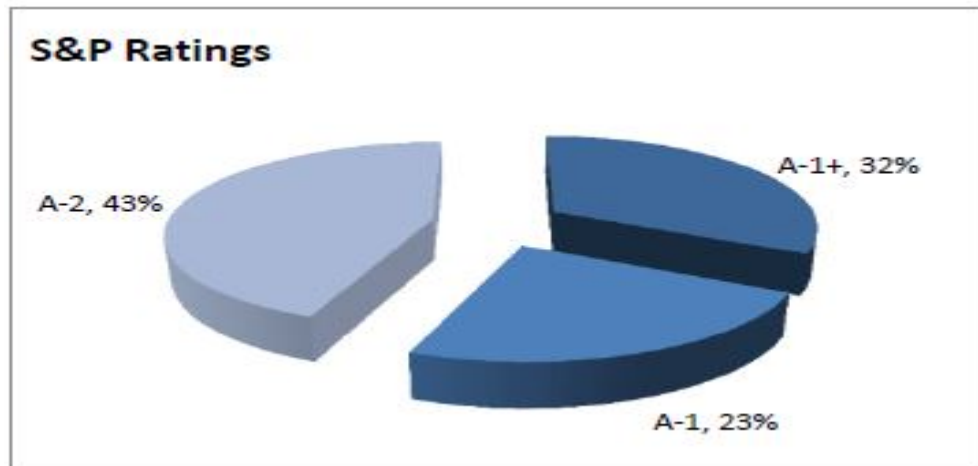


Figure 2: Council Investment Ratings Mix

The current investment strategy seeks to secure the highest possible rate on offer (up to 12 months for term deposits), subject to cash flow planning and investment policy requirements. Value is currently being provided within the 6-12 month investment range.

The City’s TD investment portfolio had an average duration of 188 days or 6.2 months at the end of January (down from 198 days the previous month) with the maturity profile graphically depicted below:

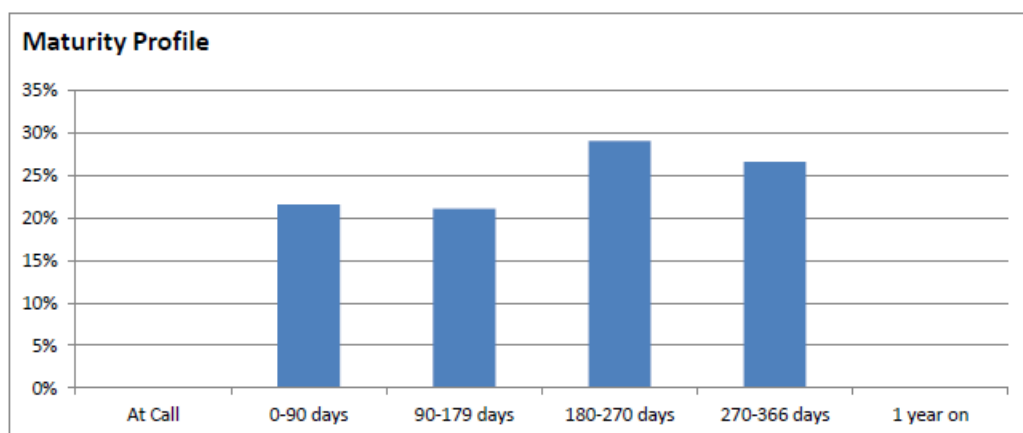


Figure 3: Council Investment Maturity Profile

Investment in Fossil Fuel Free Banks

At month end, the City held 45% (\$73.02m) of its TD investment portfolio with banks deemed free from funding fossil fuel related industries. This was slightly up from 45% (\$72.02m) the previous month and fluctuates due to policy limits and offered returns at time of placement.

Budget Revisions



There were a number of budget amendments identified during the month that require Council adoption. These only have a minimal effect on the City's budget surplus, decreasing it by \$45k to \$0.22m.

The financial report attached includes a detailed schedule of the minor proposed changes.

Description of Graphs & Charts

There is a bar graph tracking Business Unit operating expenditure against budget. This provides a 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).

Trust Fund

At month end, the City held \$12.02m within its trust fund. \$5.67m was related to POS cash in lieu and another \$6.35m in various cash bonds and refundable deposits.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes

Listen to and engage with our residents, business community and ratepayers with greater use of social media



Budget/Financial Implications

The 2017-18 budget surplus reported to the end of January is \$457,328. This has since reduced to \$265,612 as a result of the budget changes adopted at the February Council meeting. The budget changes recommended in this report will reduce this by a further \$45,000 to \$220,612.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

Council's adopted budget for revenue, expenditure and closing financial position will be misrepresented if the recommendation amending the City's budget is not adopted.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 January 2018

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Operating Revenue						
Governance	101,584,395	101,097,395	0%	487,000 ✓	106,617,419	108,619,823
Financial Services	521,385	561,282	-7%	(39,897)	662,100	662,100
Information Services	-	875	-100%	(875)	1,500	1,500
Human Resource Management	98,220	170,329	-42%	(72,108)	292,000	292,000
Library Services	25,980	31,002	-16%	(5,022)	53,146	53,146
Recreation & Community Safety	7,659,154	5,484,385	40%	2,174,769 ✓	9,297,863	9,197,863
Community Development & Services	6,104,504	5,956,637	2%	147,866	8,839,192	8,635,797
Corporate Communications	41,645	110,850	-62%	(69,205)	127,365	13,400
Statutory Planning	562,922	800,333	-30%	(237,412) X	1,372,000	1,372,000
Strategic Planning	1,812,669	1,900,979	-5%	(88,310)	2,965,484	2,961,734
Building Services	780,318	954,945	-18%	(174,626)	1,460,650	1,460,650
Environmental Health	291,685	278,875	5%	12,810	325,500	325,500
Waste Services	6,248,725	6,532,253	-4%	(283,528) X	9,340,885	9,340,885
Parks & Environmental Services	141,658	36,862	284%	104,796	41,120	10,220
Engineering Services	147,072	144,737	2%	2,335	248,120	248,120
Infrastructure Services	537,303	426,116	26%	111,188	1,097,797	1,097,797
	126,557,636	124,487,853	2%	2,069,783	142,742,140	144,292,534
Total Operating Revenue	126,557,636	124,487,853	2%	2,069,783	142,742,140	144,292,534
Operating Expenditure						
Governance	(2,428,998)	(2,506,974)	-3%	77,976	(4,401,512)	(4,416,012)
Strategy & Civic Support	(509,769)	(708,149)	-28%	198,379	(1,239,217)	(1,234,467)
Financial Services	(3,637,395)	(3,982,214)	-9%	344,819 ✓	(5,534,457)	(5,975,527)
Information Services	(3,354,631)	(3,282,268)	2%	(72,363)	(5,277,917)	(5,266,526)
Human Resource Management	(1,515,036)	(1,658,472)	-9%	143,437	(2,845,516)	(2,775,521)
Library Services	(2,051,272)	(2,248,278)	-9%	197,006	(3,758,725)	(3,683,813)
Recreation & Community Safety	(8,207,679)	(8,445,482)	-3%	237,803 ✓	(14,461,444)	(14,253,359)
Community Development & Services	(6,899,794)	(7,578,775)	-9%	678,981 ✓	(12,842,332)	(12,251,506)
Corporate Communications	(1,912,384)	(2,018,248)	-5%	105,865	(3,531,490)	(3,417,525)
Statutory Planning	(707,251)	(894,844)	-21%	187,594	(1,576,865)	(1,576,865)
Strategic Planning	(1,166,470)	(1,083,340)	8%	(83,130)	(1,911,561)	(1,851,561)
Building Services	(854,241)	(946,268)	-10%	92,027	(1,670,771)	(1,670,771)
Environmental Health	(952,367)	(1,061,743)	-10%	109,377	(1,864,428)	(1,859,118)
Waste Services	(10,802,761)	(11,478,748)	-6%	675,986 ✓	(19,840,746)	(19,841,080)
Parks & Environmental Services	(6,904,071)	(7,261,972)	-5%	357,900 ✓	(13,430,893)	(13,330,993)
Engineering Services	(4,540,268)	(4,754,464)	-5%	214,196 ✓	(8,093,516)	(7,901,213)
Infrastructure Services	(5,480,547)	(5,935,840)	-8%	455,293 ✓	(10,082,850)	(9,916,832)
	(61,924,934)	(65,846,081)	-6%	3,921,147	(112,364,242)	(111,222,691)



STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 January 2018

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Less: Net Internal Recharging	977,844	1,049,308	-7%	(71,464)	1,405,992	1,331,071
Add: Depreciation & Amortisation on Non-Current Assets						
Computer Equipment	(578,419)	(582,785)	-1%	4,366	(999,080)	(250,320)
Furniture and Equipment	(225,369)	(207,683)	9%	(17,686)	(356,028)	(203,364)
Plant & Machinery	(1,884,348)	(1,749,778)	8%	(134,570)	(2,999,255)	(2,999,255)
Buildings	(3,480,668)	(3,568,838)	-2%	88,170	(6,063,608)	(5,350,032)
Infrastructure - Roads	(6,519,723)	(6,580,378)	-1%	60,655	(11,280,648)	(11,087,508)
Infrastructure - Drainage	(1,491,709)	(1,472,744)	1%	(18,965)	(2,524,704)	(2,524,704)
Infrastructure - Footpaths	(806,564)	(814,072)	-1%	7,508	(1,395,552)	(1,208,220)
Infrastructure - Parks Equipment	(2,220,776)	(2,248,260)	-1%	27,484	(3,854,160)	(3,701,592)
Landfill Infrastructure	(639,128)	(653,779)	-2%	14,651	(1,120,764)	(1,120,764)
Marina Infrastructure	(557,124)	(568,274)	-2%	11,150	(974,184)	(974,184)
	(18,403,828)	(18,446,591)	0%	42,763	(31,567,983)	(29,419,943)
Total Operating Expenditure	(79,350,918)	(83,243,364)	-5%	3,892,446	(142,526,233)	(139,311,564)
Change in Net Assets Resulting from Operations	47,206,718	41,244,489	14%	5,962,229	215,907	4,980,970
Non-Operating Activities						
Profit/(Loss) on Assets Disposal						
Plant and Machinery	289,198	219,985	31%	69,214	144,062	(201,388)
Freehold Land	-	-	0%	-	2,513,103	1,763,103
Buildings	(189,348)	-	0%	(189,348)	-	-
	99,850	219,985	-55%	(120,134)	2,657,165	1,561,715
Capital Expenditure						
Computer Equipment	(658,249)	(1,412,180)	-53%	753,931 ✓	(2,979,778)	(2,197,915)
Furniture and Equipment	(721,691)	(1,181,930)	-39%	460,239 ✓	(1,181,930)	(509,000)
Plant & Machinery	(1,301,537)	(1,782,100)	-27%	480,563 ✓	(3,558,504)	(3,992,000)
Land	(279,822)	(339,123)	-17%	59,301	(982,404)	(110,000)
Buildings	(4,909,804)	(9,081,050)	-46%	4,171,246 ✓	(19,912,389)	(17,664,000)
Infrastructure - Roads	(3,916,881)	(6,358,285)	-38%	2,441,403 ✓	(15,063,364)	(11,769,788)
Infrastructure - Drainage	(337,381)	(766,928)	-56%	429,547 ✓	(1,743,654)	(1,000,000)
Infrastructure - Footpaths	(335,459)	(535,030)	-37%	199,571	(1,590,096)	(1,180,440)
Infrastructure - Parks Equipment	(2,919,199)	(3,881,759)	-25%	962,560 ✓	(11,030,064)	(8,592,000)
Infrastructure - Parks Landscaping	(474,149)	(814,374)	-42%	340,225 ✓	(1,498,184)	(1,500,000)
Landfill Infrastructure	(803,204)	(797,251)	1%	(5,953)	(1,058,385)	(190,000)
Note 1.	(16,657,377)	(26,950,010)	-38%	10,292,633	(60,598,752)	(48,705,143)

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 31 January 2018

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Add: Gifted Subdivision Assets	-	-	0%	-	-	-
Add: Land - Vested in Crown	(409,308)	(350,000)	17%	(59,308)	(350,000)	-
Add: Transfer to Reserves	(21,398,261)	(18,013,189)	19%	(3,385,072) X	(31,379,241)	(25,599,306)
Add Funding from						
Non-Operating Grants, Subsidies and Contributions	4,895,543	5,049,423	-3%	(153,880)	13,693,709	11,336,931
Developers Contributions Plans: Cash	6,171,031	3,510,346	76%	2,660,685 ✓	6,017,736	6,017,736
Proceeds on Sale of Assets	943,596	814,628	16%	128,969	4,673,450	3,578,000
Reserves	10,813,861	14,508,509	-25%	(3,694,648) X	32,569,728	19,082,533
Gifted Subdivision Assets	-	-	0%	-	-	-
	22,824,031	23,882,906	-4%	(1,058,875)	56,954,623	40,015,200
Non-Cash/Non-Current Item Adjustments						
Depreciation on Assets	17,764,700	17,792,812	0%	(28,112)	30,447,219	28,299,179
Amortisation on Assets	639,128	653,779	-2%	(14,651)	1,120,764	1,120,764
Profit/(Loss) on Assets Disposal	(99,850)	(219,985)	-55%	120,134	(2,657,165)	(1,561,715)
Loan Repayments	(1,250,000)	(1,298,073)	-4%	48,073	(2,597,176)	(2,597,176)
Non-Current Leave Provisions	144,063	-	0%	144,063	-	-
Deferred Pensioners Adjustment	26,813	-	0%	26,813	-	-
	17,224,854	16,928,534	2%	296,320	26,313,642	25,261,052
Opening Funds	6,643,985	6,643,985	0%	(0)	6,643,985	2,500,000
Closing Funds	55,534,491	43,606,833	27%	11,927,658	457,328	14,487
	-	-		-	-	-



Notes to Statement of Financial Activity

Note 1.

Additional information on the capital works program including committed orders at end of month:

Assets Classification	Actuals	Commitments at Month End	Commitments & Actuals YTD	YTD Revised Budget	Full Year Revised Budget	Uncommitted at Month End
	\$	\$			\$	\$
Computer Equipment	(658,249)	(413,444)	(1,071,693)	(1,412,180)	(2,979,778)	1,908,085
Furniture and Equipment	(721,691)	(570)	(722,261)	(1,181,930)	(1,181,930)	459,669
Plant & Machinery	(1,301,537)	(903,437)	(2,204,974)	(1,782,100)	(3,558,504)	1,353,530
Land	(279,822)	-	(279,822)	(339,123)	(982,404)	702,582
Buildings	(4,909,804)	(6,345,677)	(11,255,481)	(9,081,050)	(19,912,389)	8,656,908
Infrastructure - Roads	(3,916,881)	(1,869,292)	(5,786,174)	(6,358,285)	(15,063,364)	9,277,190
Infrastructure - Drainage	(337,381)	(32,592)	(369,973)	(766,928)	(1,743,654)	1,373,681
Infrastructure - Footpaths	(335,459)	(8,904)	(344,363)	(535,030)	(1,590,096)	1,245,733
Infrastructure - Parks Equipment	(2,919,199)	(2,846,072)	(5,765,272)	(3,881,759)	(11,030,064)	5,264,792
Infrastructure - Parks Landscaping	(474,149)	(35,713)	(509,862)	(814,374)	(1,498,184)	988,322
Landfill Infrastructure	(803,204)	(55,967)	(859,172)	(797,251)	(1,058,385)	199,213
	(16,657,377)	(12,511,668)	(29,169,045)	(26,950,010)	(60,598,752)	31,429,707

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	162,350,381	159,903,741	113,947,104	115,497,141
Rates Outstanding	22,236,429	2,150,000	2,150,000	2,150,000
Rubbish Charges Outstanding	200,813	120,001	120,000	120,000
Sundry Debtors	2,308,392	4,000,000	4,000,000	4,000,000
GST Receivable	84,877	-	-	-
Prepayments	83,590	420,000	420,000	420,000
Accrued Debtors	4,395	-	-	-
Stock on Hand	41,382	14,000	14,000	14,000
	187,310,258	166,607,742	120,651,104	122,201,141
Current Liabilities				
Creditors	(8,152,845)	(11,302,735)	(11,260,049)	(11,260,049)
Income Received in Advance	(1,402,567)	(1,500,000)	(1,500,000)	(1,500,000)
GST Payable	(679,257)	-	-	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(4,030,889)	(3,995,426)	(3,992,256)	(3,992,256)
Provision for Long Service Leave	(2,451,508)	(2,000,000)	(2,000,000)	(2,000,000)
	(16,717,066)	(18,798,160)	(18,752,305)	(18,752,305)
Net Current Assets	170,593,192	147,809,582	101,898,799	103,448,836
Add: Non Current Investments	1,048,769	4,825,000	4,825,000	4,825,000
	171,641,962	152,634,582	106,723,799	108,273,836
Less: Restricted/Committed Assets				
Cash Backed Reserves #	(116,107,471)	(109,027,750)	(104,332,583)	(108,259,348)
Deposits & Bonds Liability *	-	-	-	-
	55,534,491	43,606,833	2,391,216	14,487
Closing Funds (as per Financial Activity Statement)	55,534,491	43,606,833	2,391,216	14,487

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)				14,487
GL	131	Recovery of Multicultural Officer		Operating Income		140		14,627
GL	855	Reduction in Insurance charges		Operating Expenditure		490,416		505,043
GL	105	Reduction in FAGS grant		Operating Income			40,968	464,075
CW	5681	Reduction in Tree Planting CW		Operating Expenditure		445,000		909,075
GL	355	Management cost recovery		Operating Income		11,893		920,968
GL	855	Savings in insurance premium transferred to Reserve		Operating Expenditure			500,000	420,968
OP	6827	New lease income at South Lake Child Health Clinic	OCM 14/12/17	Operating Income		3,750		424,718
CW	7742	Vehicle no longer purchased	OCM 14/12/17	Operating Expenditure		9,815		434,533
CW	7779	Vehicle no longer purchased	OCM 14/12/17	Operating Expenditure		22,795		457,328
				Closing Funds Surplus (Deficit)	0	983,809	540,968	457,328



Statement of Comprehensive Income *by Nature and Type*

for the period ended 31 January 2018

	Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
	\$	\$	\$	\$	\$	\$
OPERATING REVENUE						
01 Rates	97,299,799	97,091,670	208,129	100,189,578	99,981,449	99,981,449
02 Specified Area Rates	403,797	330,000	73,797	403,797	330,000	330,000
05 Fees and Charges	Note 1 18,310,316	16,996,525	1,313,791	28,027,846	26,714,055	26,710,305
06 Service Charges	-	-	-	-	-	-
10 Grants and Subsidies	6,586,268	6,409,558	176,710	9,930,052	9,753,342	11,382,351
15 Contributions, Donations and Reimbursements	750,659	750,036	623	1,220,949	1,220,326	1,145,461
20 Interest Earnings	3,206,797	2,910,064	296,733	5,039,701	4,742,968	4,742,968
25 Other revenue and Income	-	-	-	-	-	-
Total Operating Revenue	126,557,636	124,487,853	2,069,783	144,811,923	142,742,140	144,292,534
OPERATING EXPENDITURE						
50 Employee Costs - Salaries & Direct Oncosts	Note 2 (29,965,777)	(30,715,063)	749,286	(52,334,179)	(53,083,465)	(52,284,525)
51 Employee Costs - Indirect Oncosts	(448,665)	(571,298)	122,633	(1,382,121)	(1,504,754)	(1,491,754)
55 Materials and Contracts	Note 3 (22,200,991)	(24,203,002)	2,002,011	(39,019,530)	(41,021,541)	(40,166,898)
65 Utilities	(2,915,391)	(3,006,936)	91,545	(5,134,718)	(5,226,264)	(5,227,818)
70 Interest Expenses	(412,277)	(408,350)	(3,928)	(820,627)	(816,699)	(816,699)
75 Insurances	(1,301,416)	(1,700,488)	399,072	(1,301,416)	(1,700,488)	(2,228,200)
80 Other Expenses	(4,680,416)	(5,240,944)	560,528	(8,450,504)	(9,011,032)	(9,006,798)
85 Depreciation on Non Current Assets	(17,764,700)	(17,792,812)	28,112	(30,419,107)	(30,447,219)	(28,299,179)
86 Amortisation on Non Current Assets	(639,128)	(653,779)	14,651	(639,128)	(1,120,764)	(1,120,764)
Add Back: Indirect Costs Allocated to Capital Works	977,844	1,049,308	(71,464)	1,334,528	1,405,992	1,331,071
Total Operating Expenditure	(79,350,918)	(83,243,364)	3,892,446	(138,166,802)	(142,526,233)	(139,311,564)
CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES						
	47,206,718	41,244,489	5,962,229	6,645,121	215,907	4,980,970
NON-OPERATING ACTIVITIES						
11, 16 Non-Operating Grants, Subsidies and Contributions	4,895,543	5,049,423	(153,880)	13,539,829	13,693,709	11,336,931
18 Developers Contributions Plans: Cash	6,171,031	3,510,346	2,660,685	8,678,421	6,017,736	6,017,736
57 Land Ceded to the Crown	(409,308)	(350,000)	(59,308)	(409,308)	(350,000)	-
95 Profit/(Loss) on Sale of Assets	99,850	219,985	(120,134)	99,850	2,657,165	1,561,715
Total Non-Operating Activities	10,757,116	8,429,754	2,327,362	21,908,792	22,018,610	18,916,382
NET RESULT	57,963,834	49,674,243	8,289,591	28,553,912	22,234,517	23,897,352

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>Recreation & Community Safety</u>				
Recreational Services	295,011	344,797	591,080	591,080
Law and Public Safety	321,968	224,931	385,596	385,596
Cockburn ARC	6,306,431	4,262,960	7,253,485	7,253,485
	<u>6,923,410</u>	<u>4,832,688</u>	<u>8,230,161</u>	<u>8,230,161</u>
<u>Waste Services:</u>				
Waste Collection Services	2,638,611	2,716,737	2,800,000	2,800,000
Waste Disposal Services	3,607,110	3,815,516	6,540,885	6,540,885
	<u>6,246,649</u>	<u>6,532,253</u>	<u>9,340,885</u>	<u>9,340,885</u>
<u>Infrastructure Services:</u>				
Port Coogee Marina	523,156	424,776	1,095,500	1,095,500
	<u>523,156</u>	<u>424,776</u>	<u>1,095,500</u>	<u>1,095,500</u>
	<u>13,693,215</u>	<u>11,789,717</u>	<u>18,666,545</u>	<u>18,666,545</u>

Note 2.

Additional information on Salaries and Direct On-Costs by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(1,356,700)	(1,517,471)	(2,629,867)	(2,629,867)
Finance & Corporate Services Division	(4,312,402)	(4,375,179)	(7,508,795)	(7,358,795)
Governance & Community Services Division	(11,005,794)	(10,781,349)	(18,698,338)	(18,241,451)
Planning & Development Division	(3,007,732)	(3,372,146)	(5,869,626)	(5,869,626)
Engineering & Works Division	(10,283,149)	(10,668,918)	(18,376,839)	(18,184,786)
	<u>(29,965,777)</u>	<u>(30,715,063)</u>	<u>(53,083,465)</u>	<u>(52,284,525)</u>

Note 3

Additional information on Materials and Contracts by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(1,059,784)	(1,174,102)	(1,888,688)	(1,898,438)
Finance & Corporate Services Division	(2,435,931)	(2,354,995)	(3,510,204)	(3,496,376)
Governance & Community Services Division	(6,586,158)	(7,636,224)	(12,677,730)	(12,158,109)
Planning & Development Division	(594,015)	(572,952)	(1,000,597)	(935,287)
Engineering & Works Division	(11,525,103)	(12,464,728)	(21,944,322)	(21,678,688)
Not Applicable	0	0	0	0
	<u>(22,200,991)</u>	<u>(24,203,002)</u>	<u>(41,021,541)</u>	<u>(40,166,898)</u>





City of Cockburn - Reserve Funds

Financial Statement for Period Ending 31 January 2018

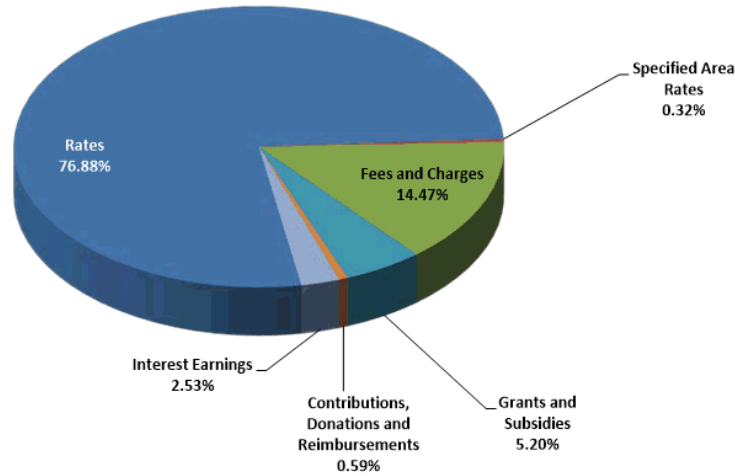
Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Council Funded										
Bibra Lake Management Plan Reserve	589,288	589,288	10,648	7,168	-	-	(25,000)	-	574,936	596,456
C/FWD Projects Reserve	3,974,994	3,974,994	-	-	5,419,903	5,419,903	(7,702,795)	(4,080,617)	1,692,102	5,314,280
CCW Development Fund	500,000	500,000	53,000	6,082	-	-	-	-	553,000	506,082
Community Infrastructure	13,210,265	13,210,265	109,782	182,808	2,356,082	1,834,415	(3,580,000)	(422,696)	12,096,129	14,804,792
Community Surveillance Levy Reserve	1,097,742	1,097,742	22,594	13,225	200,000	116,667	(509,633)	(106,518)	810,703	1,121,116
DCD Redundancies Reserve	41,748	41,748	797	508	-	-	-	-	42,545	42,256
Environmental Offset Reserve	298,185	298,185	7,691	3,627	-	-	-	-	305,876	301,812
Green House Emissions Reductions	349,919	349,919	10,330	4,873	200,000	116,667	(12,203)	(10,762)	548,046	460,696
HWRP Post Closure Management	2,359,654	2,359,654	47,780	28,702	-	-	-	-	2,407,434	2,388,357
Information Technology	290,055	290,055	8,082	3,241	100,000	58,333	(168,392)	(43,368)	229,745	308,261
Insurance	328,198	328,198	8,090	7,534	500,000	500,000	(50,000)	-	786,288	835,731
Land Development & Investment Fund Reserve	4,177,766	4,177,766	251,777	49,480	3,760,000	118,091	(1,435,404)	(455,201)	6,754,139	3,890,136
Major Buildings Refurbishment	11,573,486	11,573,486	133,850	145,427	1,500,000	875,000	-	-	13,207,336	12,593,913
Municipal Elections	155,198	155,198	2,681	3,138	120,000	120,000	(200,000)	(200,000)	77,879	78,336
Naval Base Shacks	1,077,675	1,077,675	22,969	12,541	75,363	-	(65,000)	(48,701)	1,111,007	1,041,515
Plant & Vehicle Replacement	7,371,172	7,371,172	105,975	97,572	3,423,950	2,711,264	(2,119,524)	(543,897)	8,781,573	9,636,111
Port Coogee SAR Special Maintenance Reserve	1,246,841	1,246,841	26,794	17,200	274,000	347,797	-	-	1,547,635	1,611,838
Port Coogee SAR Waterways Reserve	112,477	112,477	8,685	1,765	56,000	56,000	(79,742)	-	97,420	170,241
Port Coogee WEMP	2,296,993	2,296,993	40,372	27,940	-	-	(258,192)	-	2,079,173	2,324,933
Roads & Drainage Infrastructure	13,987,382	13,987,382	64,880	173,996	1,500,000	875,000	(2,452,598)	(113,006)	13,099,664	14,923,372
Staff Payments & Entitlements	1,947,631	1,947,631	45,068	20,718	125,000	72,917	(364,053)	(359,611)	1,753,646	1,681,656
Waste & Recycling	13,165,896	13,165,896	348,847	157,521	1,472,079	-	(1,073,385)	(776,505)	13,913,437	12,546,912
Waste Collection Levy	2,437,627	2,437,627	63,366	28,891	1,000,000	-	(580,108)	(466,385)	2,920,885	2,000,132
POS Cash in Lieu (Restricted Funds)	-	-	108,937	0	-	-	-	-	108,937	0
	82,590,191	82,590,191	1,502,995	993,957	22,082,377	13,222,054	(20,676,029)	(7,627,268)	85,499,534	89,178,934
Grant Funded										
Aged & Disabled Vehicle Expenses	223,193	223,193	8,628	2,715	-	-	(56,000)	-	175,821	225,908
CIHF Building Maintenance Resrv	4,621,068	4,621,068	-	59,772	1,450,000	749,904	(20,000)	(13,636)	6,051,068	5,417,108
Family Day Care Accumulation Fund	8,482	8,482	-	103	-	-	-	-	8,482	8,585
Naval Base Shack Removal Reserve	526,838	526,838	10,217	6,408	-	-	-	-	537,055	533,246
RESTRICTED Grants & Contributions Reserv	3,585,466	3,585,466	-	-	-	-	(3,257,292)	(3,109,971)	328,175	475,496
UNDERGROUND POWER	0	0	-	-	-	-	-	-	0	0
Welfare Projects Employee Entitlements	459,203	459,203	9,223	5,754	-	-	-	-	468,426	464,957
	9,424,250	9,424,250	28,068	74,753	1,450,000	749,904	(3,333,292)	(3,123,607)	7,569,026	7,125,300
Development Cont. Plans										
Cockburn Coast DCP14	(109,448)	(109,448)	-	(1,331)	-	-	(40,177)	-	(149,625)	(110,780)
Community Infrastructure DCP 13	5,964,447	5,964,447	220,238	88,977	5,000,000	3,775,203	(8,463,452)	-	2,721,232	9,828,627
Hammond Park DCP	1,398,439	1,398,439	9,354	20,135	396,000	991,621	(6,559)	-	1,797,235	2,410,195
Munster Development	1,140,711	1,140,711	18,147	14,269	80,000	68,352	(8,045)	-	1,230,812	1,223,331
Muriel Court Development Contribution	(110,762)	(110,762)	-	179	100,000	366,392	(11,328)	-	(22,090)	255,809
Packham North - DCP 12	34,792	34,792	1,000	729	150,000	39,156	(9,019)	(59,308)	176,773	15,368



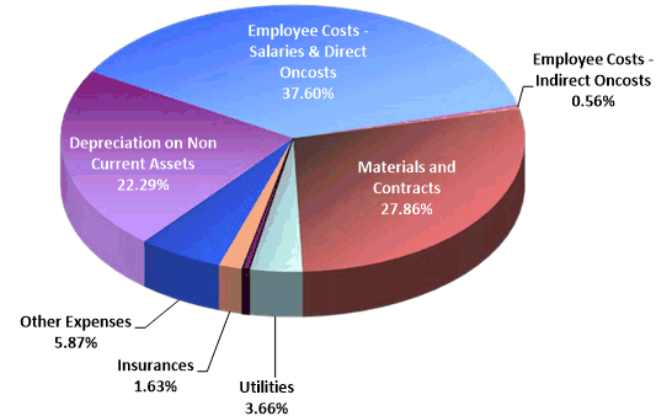
Solomon Road DCP	626,939	626,939	16,500	7,626	50,000	-	(5,235)	-	688,204	634,565
Success Nth Development Cont. Plans	2,684,263	2,684,263	15,311	34,161	11,700	535,802	(3,518)	-	2,707,757	3,254,226
Thomas St Development Cont. Plans	12,986	12,986	294	158	-	-	-	-	13,280	13,144
Wattleup DCP 10	91,140	91,140	2,000	2,561	100,000	256,370	(6,559)	(3,677)	186,582	346,394
Yangebup East Development Cont. Plans	1,347,473	1,347,473	6,026	16,396	130,036	652	(3,398)	-	1,480,137	1,364,520
Yangebup West Development Cont. Plans	427,648	427,648	9,195	6,381	-	133,806	(3,118)	-	433,725	567,835
	13,508,629	13,508,629	298,065	190,240	6,017,736	6,167,353	(8,560,407)	(62,986)	11,264,023	19,803,236
<i>Total Reserves</i>	105,523,070	105,523,070	1,829,128	1,258,950	29,550,113	20,139,311	(32,569,728)	(10,813,861)	104,332,584	116,107,471



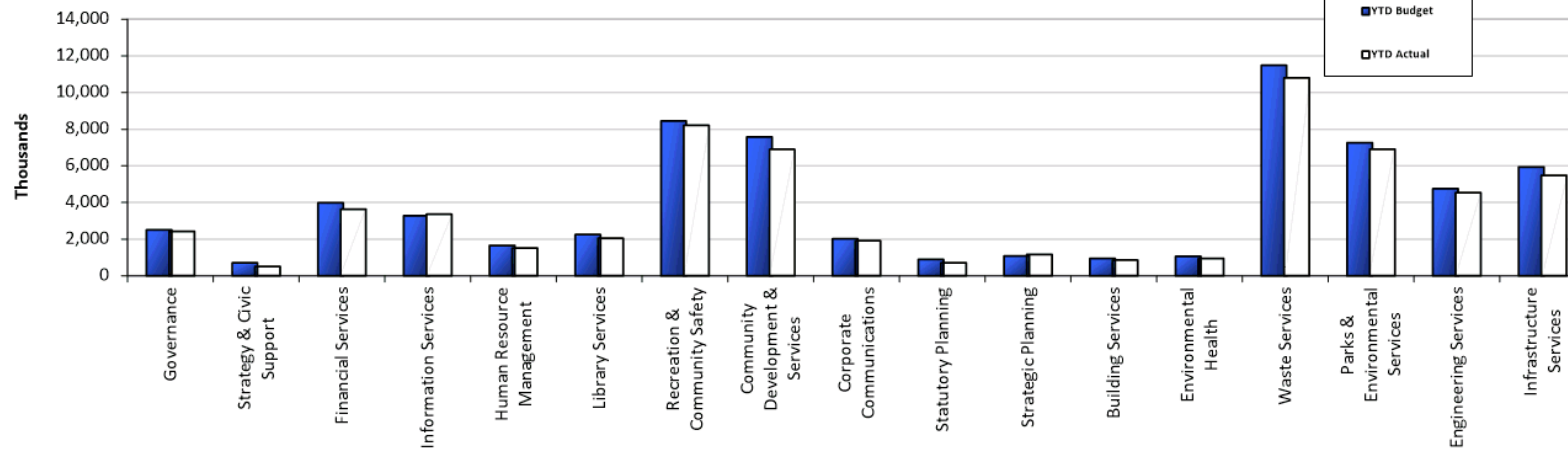
Operating Income by Nature and Type
(YTD Actual)



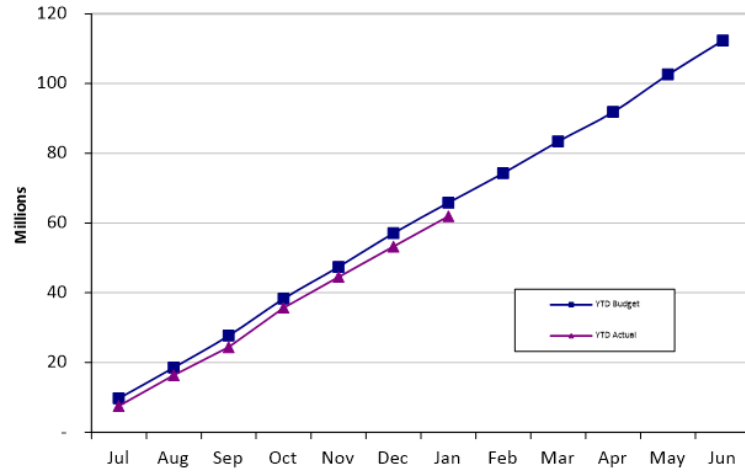
Operating Expenditure by Nature and Type
(YTD Actual)



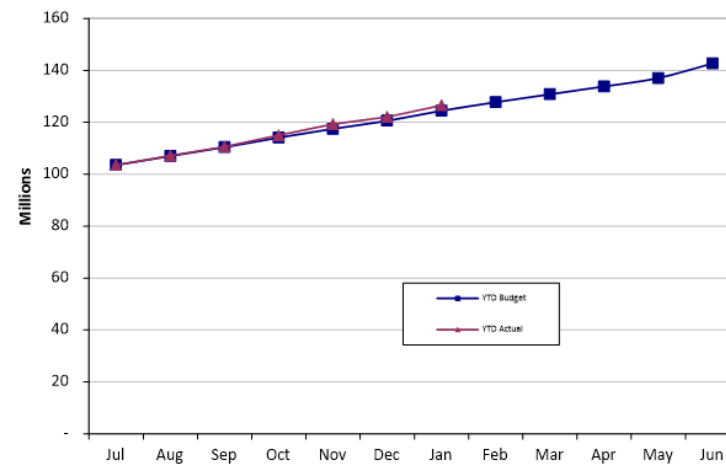
Operating Expenditure by Business Unit
(YTD Budget vs YTD Actual)



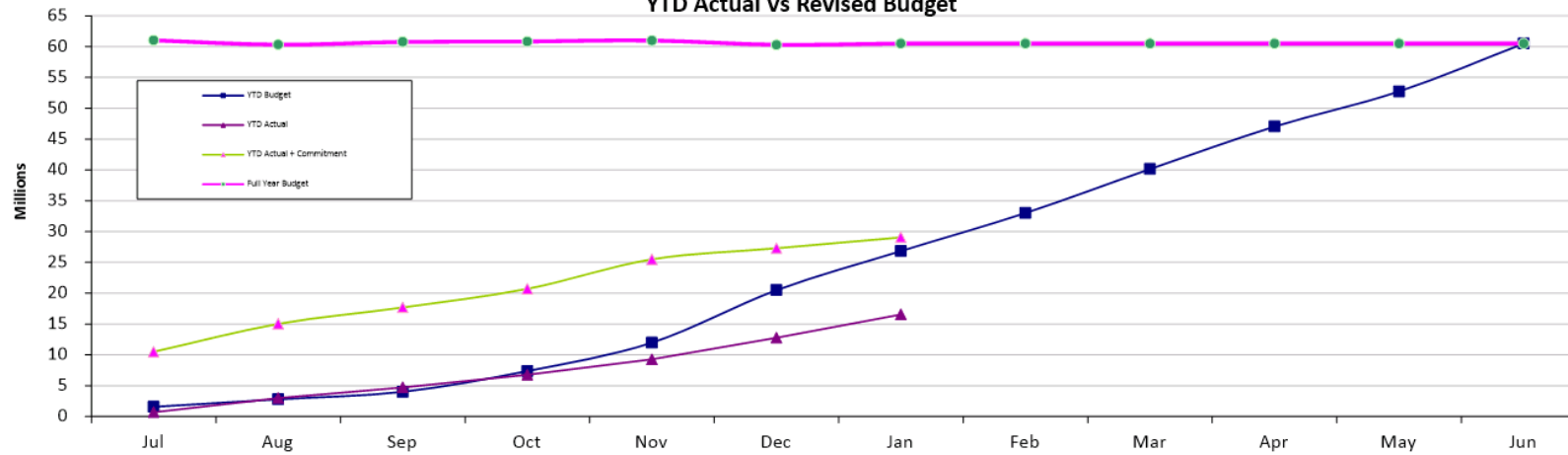
YTD Operating Expenditure Vs YTD Revised Budget



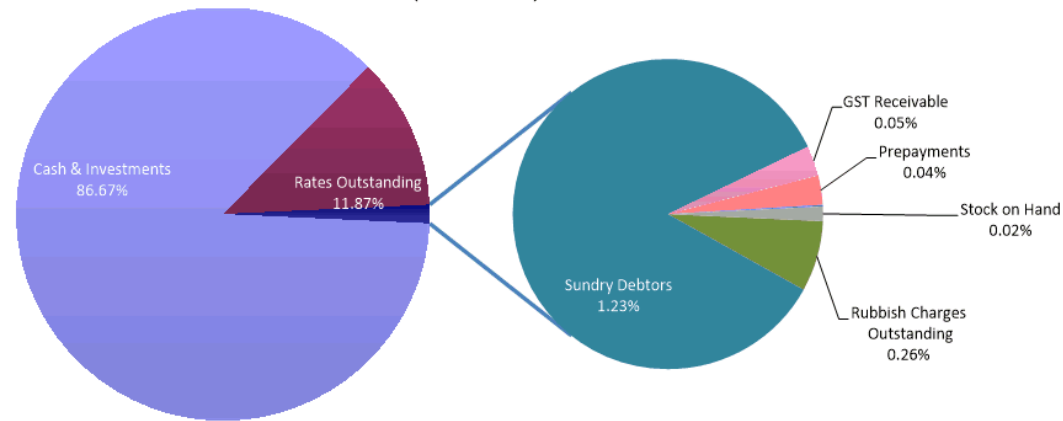
YTD Operating Income Vs YTD Revised Budget



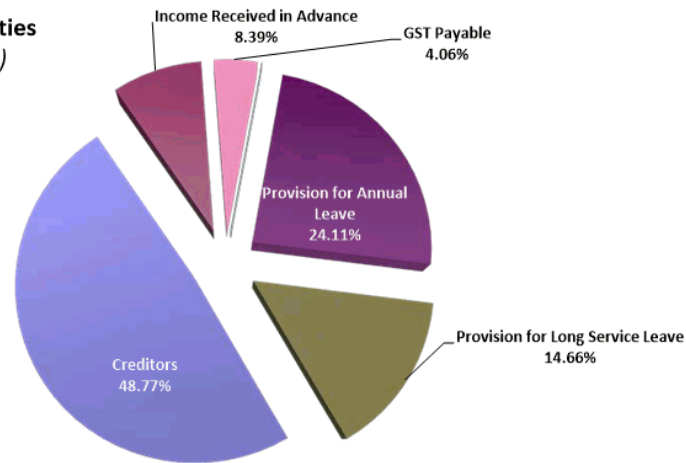
Capital Expenditure
YTD Actual Vs Revised Budget

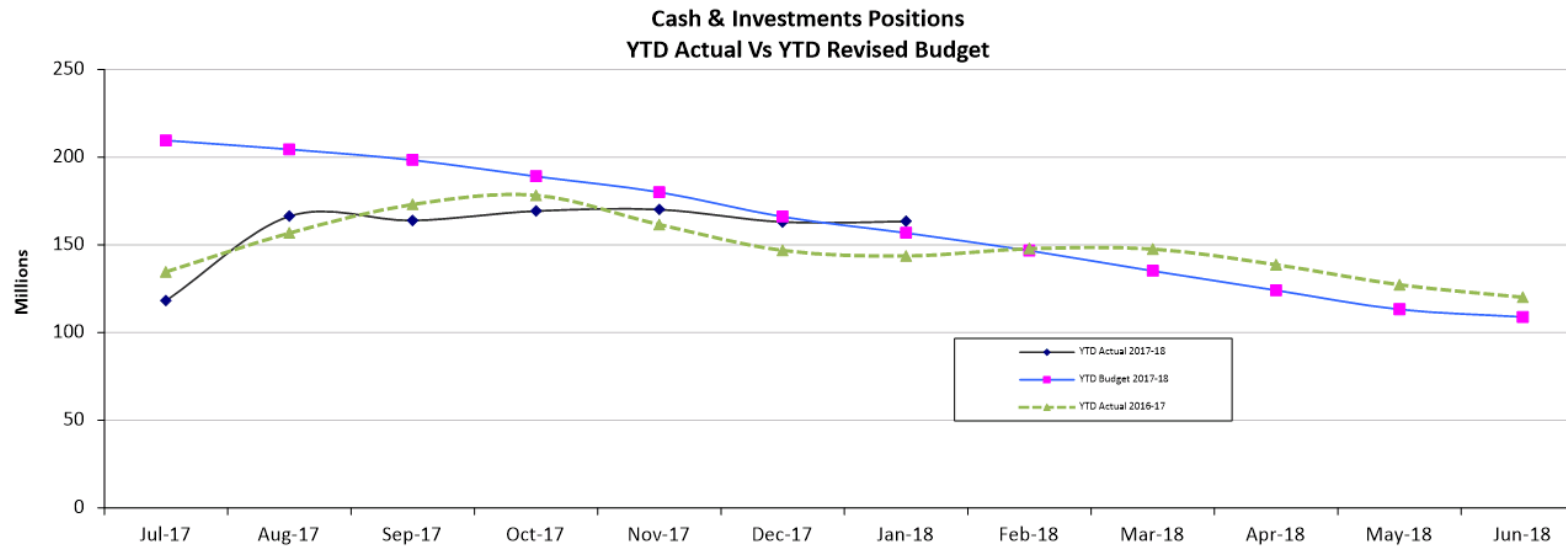
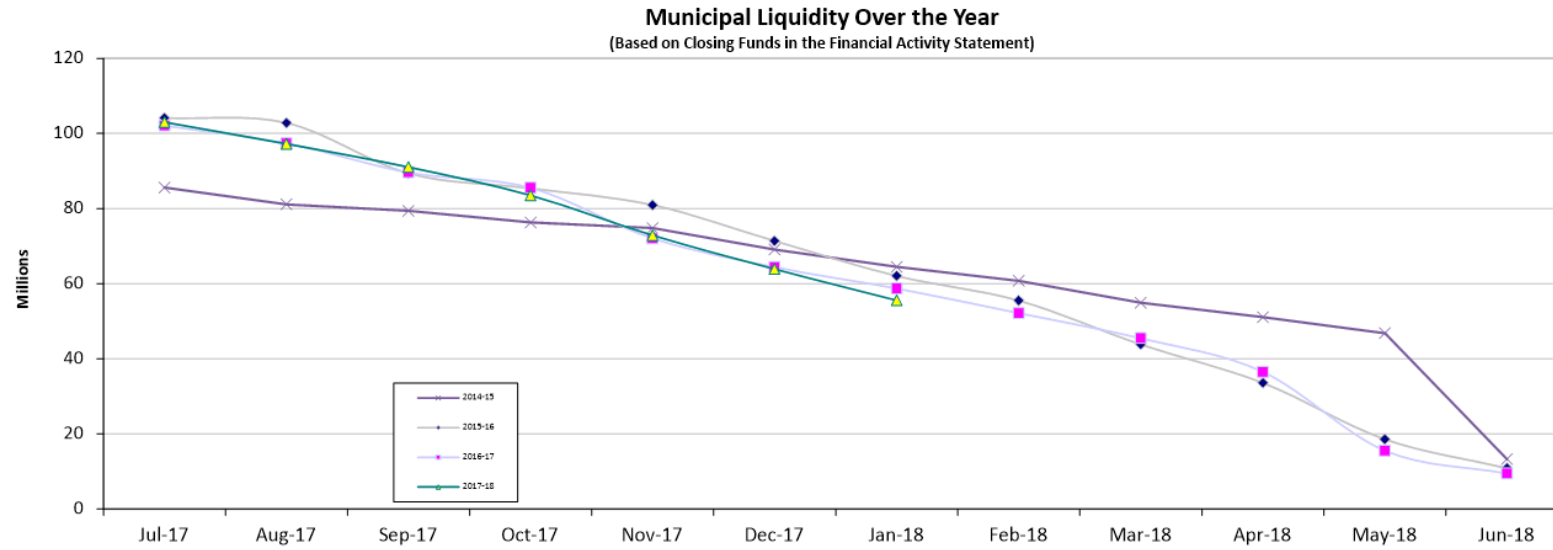


Current Assets
(YTD Actual)



Current Liabilities
(YTD Actual)





DETAILED BUDGET AMENDMENTS REPORT

for the period ended 31 January 2018

PROJECT/ACTIVITY LIST		DESCRIPTION	ADD/LESS	EXPENDITURE	TF TO RESERVE	FUNDING SOURCES			
						RESERVE	EXTERNAL	MUNICIPAL	NON-CASH
855-6719	Insurance Rebate	Credit received for insurance premium	ADD		32,000		(32,000)		
378-6000	Financial Counselling Salary	Variation to grant received	ADD	6,891			(6,891)		
999-1461	Building Depreciation	Removed SLIC building depreciation	LESS	(76,160)					76,160
805-6000	Waste Disposal Salary	Funding redundancy payment by Reseve	ADD	39,014		(39,014)			
999-1491	Plant Depreciation	Increase plant depreciation	ADD	104,598					(104,598)
CW5903	Pump Track & Basketball Court - South Lake	Received new grant funding	ADD	54,580			(54,580)		
CW4650	Spearwood Library Refurbishment	Increase budget using surplus	ADD	45,000				(45,000)	
OP8800	Suicide Prevention	Received new grant funding	ADD	14,800			(14,800)		
OP8900	Business Continuity Review	Funded from Contingency Fund	ADD	6,000				(6,000)	
OP8272	Contingency Fund	Funding Business Continuity Review	LESS	(6,000)				6,000	
				188,723	32,000	(39,014)	(108,271)	(45,000)	(28,438)



**15.3 (2018/MINUTE NO 0042) PROPOSED NEW POLICIES SC61
'DATA MIGRATION' AND SC62 'WEBSITE MANAGEMENT'**

Author(s) E Machura

Attachments 1. SC61 'Data Migration'
2. SC62 'Website Management'

RECOMMENDATION

That Council adopt:

- (1) proposed new Policy SC61 'Data Migration'; and
 - (2) proposed new Policy SC62 'Website Management';
- as shown in the attachments to the Agenda.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

Under the State Records Act 2000, the City of Cockburn is required to produce a Recordkeeping Plan which outlines how the organisation manages its records and complies with legislative and best practice requirements.

During a recent review of the City's Recordkeeping Plan, it was identified that the City does not fully comply with Principle 2 of the State Records Commission Standard 2 – *Policies and Procedures*. In particular, the City does not have a Data Migration Policy or a Website Management Policy to support its recordkeeping program.

Submission

N/A

Report

To demonstrate compliance and ensure best practice, two new policies have now been drafted and are attached to the Agenda.

The Data Migration Policy includes strategies for migrating electronic information over time to ensure long-term retention and access. It ensures standard processes are in place for the migration of electronic information during system upgrades or when decommissioning



systems, and assigns responsibilities to ensure preservation of the City's electronic information.

The Website Management Policy details where the City's websites are housed, the purpose of the sites (eg. informational and/or transactional) and describes the backup processes that are in place. It outlines who can authorise or make changes to the sites and how a record of changes is maintained.

The adoption of both policies will demonstrate full compliance with legislative requirements and ensure that the City's recordkeeping program is supported by all necessary policies.

Strategic Plans/Policy Implications

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

Pursuant to the State Records Act 2000 and associated State Records Commission Standards.

Community Consultation

N/A

Risk Management Implications

Without a Data Migration Policy in place, there is a risk that the City's electronic information may become inaccessible over time. This could result in possible litigation, damage to the City's reputation or a loss of corporate knowledge.

A Website Management Policy will reduce the risk of unauthorised information being displayed or shared in a public forum and will help to maintain the professional image of the City of Cockburn. The Policy will also ensure that information published on the websites are appropriately maintained and managed.

Advice to Proponent(s)/Submissioners

N/A



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

Nil



POL	DATA MIGRATION	SC61
-----	----------------	------

POLICY CODE:	SC61
DIRECTORATE:	Finance & Corporate Services
BUSINESS UNIT:	Information Services
SERVICE UNIT:	Information Services
RESPONSIBLE OFFICER:	Manager Information Services
FILE NO.:	182/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

In accordance with the State Records Act 2000 and the State Records Commission (SRC) Standard 8: Managing Digital Information, the City of Cockburn is required to ensure strategies are in place for migrating electronic information and records over time to ensure long-term retention and access (such as through upgrades in hardware and software applications).

Data migration involves the transfer of electronic information from one hardware or software version or format to another and is a key consideration for any system implementation, upgrade or consolidation.

PURPOSE:

The purpose of this policy is to establish an official commitment to the ongoing management and preservation of the City of Cockburn's electronic information and to outline processes that must be observed when data needs to be migrated.

This policy applies to electronic information held in all corporate business systems, network drives and electronic storage devices at the City of Cockburn.

POLICY:

The management of corporate information and the management of knowledge is an important responsibility and the City of Cockburn will endeavour to ensure that:

- (1) All information stored in electronic formats will be migrated through changes in the hardware and software environment so that the information retains its structure, content and context for the required retention periods.

[1]

POL	DATA MIGRATION	SC61
-----	----------------	------

- (2) Any migration process used for preserving electronic information will consider both long term accessibility and integrity of this information so it is distinguishable as a unique evidence of business transactions.
- (3) Electronic information from old systems will be kept active until data in new systems has been fully validated and a decommissioning process has been undertaken.
- (4) Integrity checks of electronic information will be carried out through a data validation process.
- (5) Backups of electronic information from old systems will be kept until new systems have proven to be fully operational and an approval process has been followed to remove back-ups.
- (6) Migration of all electronic data, including information of permanent value, will be in accordance with SRC Standard 8: Managing Digital Information.

Applying the Policy

As the course of action for the successful migration of electronic data shall vary from project to project, the responsible officer for the project will develop a specific strategy prior to the implementation of new systems or to the upgrading of existing systems.

A change request is to be completed and approved for all system upgrades and must include a roll-back plan.

Responsibilities

The Manager, Information Services shall be responsible for ensuring the successful running of migration processes.

Governing Legislation

State Records Act 2000
 Evidence Act 1906
 Financial Management Act 2006
 Freedom of Information Act 1992
 Limitations Act 1935

[2]



POL	WEBSITE MANAGEMENT	SC62
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POLICY CODE:	SC62
DIRECTORATE:	Finance and Corporate Services
BUSINESS UNIT:	Information Services
SERVICE UNIT:	Information Services
RESPONSIBLE OFFICER:	Manager Information Services
FILE NO.:	182/001
DATE FIRST ADOPTED:	
DATE LAST REVIEWED:	
ATTACHMENTS:	N/A
DELEGATED AUTHORITY REF.:	N/A
VERSION NO.	1

Dates of Amendments / Reviews:	
DAPPS Meeting:	
OCM:	

BACKGROUND:

Under Principle 2 of the State Records Commission (SRC) Standard 2: Policies and Procedures, the City of Cockburn is required to have a policy in place for the proper management of its website. The State Records Office prescribes that websites should also be managed in accordance with SRC Standard 8: Managing Digital Information which is supported by the State Records Office (SRO) Guideline: Management of Digital Records.

PURPOSE:

The purpose of this policy is to ensure the City's websites are appropriately managed and records of website content and transactions are retained, together with records that document the administration of the sites.

The policy is also to ensure that adequate security measures are in place to protect the integrity of the websites.

POLICY:

This policy applies to the City of Cockburn corporate website and the Cockburn ARC website. Over time it will be extended to cover all websites managed by the City.

The websites are used for both informational and transactional purposes and reside on network servers that are managed in-house by the City's Information Communication Technology unit.

In order to comply with legislative requirements and best practice standards, the City of Cockburn will ensure that:

[1]

POL	WEBSITE MANAGEMENT	SC62
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- (1) The websites are backed up to a back-up repository at the City daily, seven days a week and backups are copied to the disaster recovery facility daily. Each back up will be retained for seven days.
- (2) The websites are updated and managed using a Content Management System (CMS) and all changes to content are captured within the CMS. The website has a limit of twenty versions for each page within the CMS, meaning the roll back date for any particular page is reliant on how often the page is updated.
- (3) Digital information is safe from intentional damage and unauthorised tampering, and authentication and passwords are required for all users accessing the websites' content management system.
- (4) The City has systems that log and alert access to information. More than five incorrect password attempts will lock the account and notify the account owner, enabling the City to identify and respond to incidents or attempted security breaches.
- (5) All files and digital information are stored on systems that use Access, Authentication and Authorisation (AAA) which require usernames and passwords before being permitted access.
- (6) The City's future cloud strategy will review the risk of storing information systems offsite or offshore. Currently no information is stored offsite/offshore.
- (7) All documents on the websites are captured in the City's records management system in order to be published to the websites via an automated integration process. Any future websites will be integrated with the records management system.
- (8) Only authorised officers with assigned security permissions are able to publish documents to the websites via the City's records management system. Training is provided to these officers and documented procedures are also available.
- (9) Transactional information is managed in accordance with the City's Records Management policy and is the responsibility of the Service Unit that owns the transaction. Transactions conducted via the websites are retained as records in the financial management or records management system as appropriate and for the required retention periods.
- (10) Only authorised content writers and uploaders who have received training are permitted to add, remove or alter content on the websites. Content is approved by allocated staff in the Corporate Communications team and the CMS captures the most recent approval of any given page, including who has submitted it and who has approved it.

[2]

POL	WEBSITE MANAGEMENT	SC62
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Accessibility Compliance

The City strives to ensure that information published on its websites is accessible to all users including older people and people with visual, hearing, cognitive or motor impairments.

The websites have been designed in accordance with the World Wide Web Consortium (W3C) internationally recognised Web Accessibility Initiative (WAI) guidelines. The City aims for its websites to conform to Level AA of the Web Content Accessibility Guidelines (WCAG) 2.0.

Accessibility features include readability, ability to scale font size, screen reader access to image information, ability to disable formatting, keyboard navigation in all areas of the website, keyboard shortcuts on all pages, ReadSpeaker text-to-speech screen reader.

Archiving

Website pages can be archived if required and captured for historical purposes if a site is decommissioned.

Governing Legislation

State Records Act 2000
Electronic Transactions Act 2011
Evidence Act 1906
Financial Management Act 2006
Freedom of Information Act 1992
Limitations Act 1935

[3]

DECLARATION OF INTEREST

The Presiding Member advised the meeting he had received a declaration from Cr Allen in relation to Item 16.1. The nature of the interest is that Equifax, the company of which Cr Allen is the State Manager, undertook credit risk rating checks of the recommended tenderer on behalf of the Council.



16. ENGINEERING & WORKS DIVISION ISSUES

16.1 (2018/MINUTE NO 0043) RFT30/2017 - ENERGY FROM WASTE

Author(s) L Davieson

Attachments 1. RFT30/2017 Evaluation Summary Report
(CONFIDENTIAL)

RECOMMENDATION

That Council accepts the tender submitted by HZI Australia Pty Ltd for Tender RFT30/2017 Energy from waste (waste supply MSW for a period of twenty years) at an estimated value of \$3.47m for the first year of the contract increasing by the agreed escalation clause as contained in the Waste Services Agreement.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr S Pratt

That the recommendation be adopted.

CARRIED 7/0

Background

The City of Cockburn (the Principal) is requiring a suitably experienced and reliable Supplier to enter into a Waste Supply Agreement (WSA) under which the Principal would deliver kerbside collected Municipal Solid Waste (MSW) to Energy from Waste (EfW) facility that is a privately established merchant facility and processes waste from multiple sources.

The Principal is currently contracted until 30 June 2020 to supply its kerbside collected processible Waste to the Southern Metropolitan Regional Council's (SMRC's) Canning Vale Regional Resource Recovery Facility. Following this period, the Principal's kerbside collected processible Waste is available for processing in accordance with an Agreement that may result from this Request.

Under the proposed WSA the Supplier shall receive and process all processible waste collected by or on behalf of the Principal through red lid kerbside collected MSW bins. The processible waste shall be processed at an EfW facility owned and operated by the Supplier. The Supplier will be responsible for the production and sale of products and management and disposal of solid and liquid residue materials throughout the Term of the Agreement.



The Principal has the potential to purchase electricity from the Supplier in the future.

The tender documents invited tenderers to provide cost rates for three options for the Term, being 10 years, 15 years and 20 years. The Term is to be determined by the Principal as part of the tender evaluation process. The tender also makes provision for the Term of the WSA to be extended for a period at the discretion of the Principal.

A request for Tender was advertised on Saturday 14 October 2017 in the Local Government Tenders section of The West Australian newspaper for Energy from Waste (Waste Supply MSW).

The tender closed at 2:00pm (AWST) on Thursday 30th November 2017. The RFT was also displayed on the City's E-Tendering website between Saturday 14 October 2017 and Thursday 30 November 2017.

Submission

Three (3) submissions were received from the following companies:

Tenderer's Name:	Registered Business Name
HZI Australia Pty Ltd	Hitachi Zosen Inova Australia Pty Ltd
Solo Resource Recovery	The Trustee For Rico Family Trust
Kwinana WTE Project Co Pty Ltd (Kwinana WTE)	Kwinana WTE Project Co Pty Ltd

Report

Compliance Criteria

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

	Compliance Criteria
(a)	Compliance with A03 – RFT30-2017 – Conditions of Responding and Tendering
(b)	Compliance with B01 – RFT30-2017 - Specification
(c)	Provision of Respondent's Contact Person's details
(d)	Compliance with Financial Position requirements
(e)	Compliance with Insurance requirements and provision of details



(f)	Compliance with Draft Waste Supply Agreement (WSA)
(g)	Compliance with pre-qualification – able to demonstrate a viable EfW facility that will be privately owned and operated
(h)	Completion of Qualitative Criteria
(i)	Compliance with and completion of the Price Schedule B02 – RFT30-2017 – Price Schedule
(j)	Compliance with ACCC Requirements and completion of A04 – RFT30-2017 – Certificate of Warranty.
(k)	Acknowledgement of any Addenda issued.

Compliant Tenderers

Procurement Services undertook the initial compliance assessment and two (2) submitted Tenderers were deemed compliant and released for evaluation. The submission from Solo Resource Recovery was deemed not compliant as they did not meet the Tender pre-qualification criteria where Tenderers must be able to demonstrate a viable EfW facility that will be privately owned and operated as a merchant facility. The submission from Solo Resource Recovery was therefore not evaluated further.

As a result of the Compliance assessment, the Tenders from HZI Australia Pty Ltd and Kwinana WTE Project Co Pty Ltd were evaluated in full. The following sections provide details of these tenderers.

Kwinana WTE

Kwinana WTE is proposing to develop a 400,000 tpa energy from waste facility in the Town of Kwinana. Phoenix Energy Pty Ltd and Macquarie Bank are the main participants behind Kwinana WTE. The project will employ moving grate combustion technology with energy recovery via a high pressure boiler system and electricity production by a steam-turbine generator unit. It is anticipated that this facility will be operational in 2021.

The main contractors for the Kwinana WTE team are currently being finalised, including the technology provider, engineering, procurement and construction contractor and the operation and maintenance contractor. Two consortia are being considered for these roles and details of both consortia were provided in the tender.

Kwinana WTE has entered into a waste supply agreement with the Rivers Regional Council for a period of 20 years. It also has a waste supply agreement with the Town of Kwinana.

HZI Australia Pty Ltd



HZI Australia Pty Ltd is proposing to develop a 300,000 tpa energy from waste facility in the East Rockingham industrial area in a consortium with New Energy Corporation Pty Ltd and Tribe Infrastructure Development Pty Ltd. The project will employ HZI Australia Pty Ltd proprietary moving grate combustion technology with energy recovery via a high pressure boiler system and electricity production by a steam-turbine generator unit. It is anticipated that this facility will be operational in 2021.

HZI Australia Pty Ltd will undertake the roles of the technology provider, engineering, procurement and construction contractor and the operation and maintenance contractor. HZI Australia Pty Ltd has extensive international experience in undertaking these roles for other facilities.

The HZI consortium has been accepted as the preferred tenderer by the EMRC for a 20 year waste supply agreement using the East Rockingham facility.

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	30%
Operational Performance	20%
Sustainability	10%
Tendered Price	40%
TOTAL	100%

Tender Intent / Requirement

The Principal requires the services of a suitably experienced and reliable Supplier to enter a Waste Supply Agreement (WSA) under which the Principal would deliver kerbside collected municipal solid waste (MSW) to an Energy from Waste (EfW) facility.

The Principal is currently contracted until 30 June 2020 to supply its kerbside collected processible Waste to the Southern Metropolitan Regional Council's (SMRC's) Canning Vale Regional Resource Recovery Facility. Following this period, the Principal's kerbside collected processible Waste is available for processing in accordance with an Agreement that may result from this Request. The Tender will review contract periods of 10, 15 and 20 years.

Evaluation Panel

Name	Position & Organisation
Lyall Davieson	Waste Manager (Chairperson)



Charles Sullivan	Director, Engineering & Works
Margot Tobin	Executive Manager, Strategy & Civic Support
Mike Haynes	Recovery Park Coordinator
John King	Director, Talis Consultants Pty Ltd
<u>Probity Role Only</u>	
Caron Peasant	Contracts Officer

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score 10 Year Term		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
HZI Australia Pty Ltd	41.35%	39.07%	80.42%
Kwinana WTE Project Co Pty Ltd	35.90%	40.00%	75.90%

Tenderer's Name	Percentage Score 15 Year Term		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
HZI Australia Pty Ltd	41.35%	38.50%	79.86%
Kwinana WTE Project Co Pty Ltd	35.90%	40.00%	75.90%

Tenderer's Name	Percentage Score 20 Year Term		
	Non-Cost Evaluation	Cost Evaluation	Total
	60%	40%	100%
** HZI Australia Pty Ltd	41.35%	37.94%	79.29%
Kwinana WTE Project Co Pty Ltd	35.90%	40.00%	75.90%

** Recommended Submission

Evaluation Criteria Assessment



Demonstrated Experience

HZI Australia Pty Ltd scored highest in this section due to their experience and exposure in the following areas; as a technology provider, party to consortium and as the major stakeholder, responsible for the EPC (Engineering, Procurement and Construction) for the Plant, responsibility for the O&M (Operation and Maintenance) of the facility, a well-developed Waste Education Plan, their nominated personnel experienced in developing EfW projects and their commitment to and compliance with their own OH&S system.

Conversely, the panel considered the Kwinana WTE submission was sufficient but determined the consortium demonstrated experience was still evolving with some uncertainty from their submission.

Operational Performance

The panel considered that HZI Australia Pty Ltd provided a combined proven and reputable technology with a Team experienced to deliver the project. HZI Australia Pty Ltd technology is widely used internationally to a similar scale and waste types to the Principal's requirement. The panel noted the current status of HZI Australia Pty Ltd as the preferred supplier for the East metropolitan Regional Council. In respect to Kwinana WTE, their submission was acceptable but failed to demonstrate appointed consortia and could not identify a turnkey provider.

Sustainability

Both submissions scored low in this criterion with HZI Australia Pty Ltd providing a response with a well-developed and documented community engagement process.

Summation

Both Tenderers are considered to have the capacity to meet the City's requirements as detailed in the Specifications as well as comply with the Draft Waste Supply Agreement as stated in the tender.

The estimated costs used in the evaluation scores were calculated figures used for comparative purposes only and are not the actual total cost of the service. The evaluation figures represent the Processible Waste Rate per tonne plus the costs associated with delivering the MSW to each tenderer's respective waste facility. This methodology was used to more accurately determine the true cost of the service to the Principal.

The estimated value does not reflect the actual total truck movements on their daily runs. An assumption was used to calculate the movements from known centroids to the facilities. Notionally, there is a



5km or three minute travel distance differential between the Kwinana WTE Project Co Pty Ltd Site and that of HZI Australia Pty Ltd. The additional transport tender was incorporated in the cost evaluation.

In addition, tenderers were required to submit 10, 15, and 20 year scheduled rates to enable the Term to be determined by the Principal. The City considered that in view of the need to secure a long term Waste Supply Agreement and to mitigate possible future rate increases for the service, a 20 year term is recommended.

HZI Australia Pty Ltd provided the best score against the selection criteria when assessing the waste rate and the transport cost to their Site. HZI Australia Pty Ltd has demonstrated a complete end to end involvement in the Project, representing the lowest risk to the City. In addition, HZI Australia Pty Ltd has delivered many EfW facilities internationally and they have a sound reputation. HZI Australia Pty Ltd scored higher than Kwinana WTE in the qualitative evaluation as a result of their submission. HZI Australia Pty Ltd therefore represented the best value for the City and their submission should be accepted.

Strategic Plans/Policy Implications

Economic, Social & Environmental Responsibility

Improve water efficiency, energy efficiency and waste management within the City's buildings and facilities and more broadly in our community.

Further develop adaptation actions including planning; infrastructure and ecological management to reduce adverse outcomes arising from climate change.

Leading & Listening

Ensure sound long term financial management and deliver value for money.

Budget/Financial Implications

The Panel considered the material and financial difference between the two submissions was minor and not significant enough to alter the outcome.

The City's current budget for this service is \$6.534M in 2017/18. The annual budget is expected to increase to \$6.66M in 2020/21. When the Energy from Waste Facility is operational the annual budget in 2020/21 is estimated at \$3.47M. These estimates do not account for the anticipated reduction in our MSW tonnage due to the completion of the Garden Waste Bin Rollout by 2020/21, nor any increase due to our expected increase in population over the next three years.



The Term of the contract commences at the signing of the Agreement and concludes at the end of the Operational Term. The Operational Term (for the supply of Processible Waste) commences on the day following Practical Completion of the EfW facility and shall be in force for a period of twenty (20) years, unless the agreement is terminated earlier in accordance with the provisions of the proposed contract. The Principal may extend the WSA with appropriate notice to the Supplier, in accordance with the terms of the WSA.

Legal Implications

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

Community Consultation

N/A

Risk Management Implications

Failure to adopt the recommendation will jeopardise the orderly progression toward securing Energy from Waste solution for the City's kerbside MSW beyond 30 June 2020. There may be an opportunity to extend the current Waste Supply Agreement with the SMRC if they are still accepting mixed MSW in 2020. If there is no option to extend the Waste Supply Agreement with the SMRC beyond 2020, then landfilling the City's MSW may be the only option. Failure to adopt this recommendation may preclude the City from accessing the reduced processing rates offered by the Energy from Waste technology.

If HZI Australia Pty Ltd is not able to receive waste by the day following the negotiated Practical Completion date of the EfW facility, then it will be obliged to receive the waste and make arrangements for its disposal, while the Principal will be obliged to pay the tendered gate fee in accordance with the WSA.

The cost of landfilling in the Perth metropolitan area is impacted by a landfill levy charged by the State Government. This levy is currently \$65 per tonne and has been increasing significantly over recent years. It is anticipated to continue to increase in the future. The levy does not apply to waste delivered to an EfW facility.

The City has performed a financial assessment review of Hitachi Zosen Corporation of Japan (HZCJ), as the provider of the performance guarantee and the provider of the technology. HZI Australia Pty Ltd is a subsidiary of HZCJ and HZI of Switzerland. The review was undertaken by Corporate Scorecard. The review reported that HZCJ has sufficient financial capacity to perform the contract as awarded by this tender.



Advice to Proponent(s)/Submissioners

Those who lodged a submission have been advised that this matter is to be considered at the 8 March 2018 Ordinary Council Meeting.

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

Nil



16.2 (2018/MINUTE NO 0044) SWIMMING PONTOON COOGEE BEACH

Author(s) D Vickery
Attachments N/A

RECOMMENDATION

That Council:

- (1) consult with potential stakeholders on the respective placement of the two older pontoons and the fitting of a slide on the smaller of the two pontoons;
- (2) act on the outcome of the consultation in regard to the placement of the two pontoons for next summer and beyond; and
- (3) advise Mr Woodcock that the provision of a new pontoon at Coogee Beach shall be deferred until such time as the condition of either of the two older pontoons is such that it is economically and functionally appropriate to do so.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

At the Annual General Meeting of Electors held on the 6 February 2018 the following motion was carried:

“that the City of Cockburn make plans to have constructed, a floating pontoon of the same design construction of the floating pontoon currently moored within the Eco-Shark enclosure at Coogee Beach and the new pontoon be moored at the south side of the jetty at Coogee Beach during the summer seasons.”

Submission

N/A

Report

The City currently has three (3) floating pontoons which are positioned at strategic locations over the warmer summer months in the vicinity of Coogee Beach, being:



1. A recently (2016) acquired pontoon, of approximately 17.5 m2 area with a curved slide and a swim on ramp, positioned within the eco shark barrier area;
2. A older style rectangular steel pontoon with timber deck of approximately 18 m2 area, with no slide or other fittings other than a boarding ladder, positioned to the immediate south of the Coogee Jetty outside the eco shark barrier; and
3. A larger rectangular fibreglass pontoon with timber deck of approximately 23 m2 area, fitted with a straight slide and a 'marlin board' platform, positioned in front of the Coogee Beach Surf Life Saving Building also outside the eco shark barrier area.

The new pontoon within the shark barrier is as new and very well used, especially by children.

The pontoon to the south side of the jetty whilst at least 14 years old is structurally in good order but has a deteriorating timber deck surfacing and the boarding ladder could be improved. This pontoon appears to be largely used by adolescents, swimming across from the jetty.

The pontoon in front of the surf club is similarly at least 14 years old and is in good order. It appears to be used by a wider age group of persons but not to be highly used, noting though that the City has not undertaken any head counts or other surveys to confirm this.

In response to the Motion presented at the Annual General Meeting of Electors, and earlier requests from Mr Woodcock that consideration be given to the installation of a slide on the pontoon to the south side of the jetty, officers from the City have sourced indicative prices for improvements to the current pontoon versus the cost of a new pontoon. These costs are as presented below:

1. The supply and fitting of a standard straight or curved slide to the current pontoon: \$5,000 - \$6,000 plus GST;
2. The supply and fitting of an improved boarding ladder to the current pontoon: \$1,500 plus GST;
3. The deck treatment of the current pontoon: Up to \$10,000 for full replacement, potentially \$3000-\$4,000 for a suitable resurfacing of the existing decking only (prices to be confirmed);
4. Cost of a new pontoon similar to the one located within the Eco Shark barrier, strengthened due to the stronger wave climate, approximately \$75,000 plus GST;
5. Alternative cost of a more elaborate swimming pontoon similar to the one located at Hillary's Boat Harbour, but strengthened to suit Coogee's stronger wave climate situation, approximately \$140,000 plus GST.

In summary, the cost to refurbish the existing pontoon located on the south side of the Coogee jetty inclusive of the fitting of a slide would be in the order of \$10,000-\$17,500 plus GST, whilst the cost to replace it



would be between \$75,000 and \$140,000 dependant on the style and fittings installed on the new pontoon.

It is recognised that the pontoon on the south side of the jetty needs work to address its deteriorating deck surface coating and its boarding ladder. This is work which would normally be carried out in the off season when the pontoons are taken out of the water.

In regard to the provision of a slide on this pontoon, other than from Mr Woodcock, City officers have not received any requests or representations from pontoon users or the wider community for the provision of a slide on this pontoon. This may be on account of the nature of use of the pontoon, indicatively being adolescents as compared to younger children, and thus less inclined to want to use a slide. Additionally, as compared to the pontoon in front of the surf club, this pontoon has a smaller deck area to accommodate a slide, such that the fitting of one would lessen its amenity and capacity in other respects.

An option that is being considered is to position from next summer the larger pontoon that is currently in front of the surf club, and that has a slide, instead into the position on the south side of the jetty, and to position the current smaller pontoon, after a refurbishment treatment over winter, into in front of the surf club instead of its current position.

This would size the pontoons to locations reflective of their observed usages. To proceed further with this option it would be suggested that there be conducted a survey of beach users, a canvassing of interested parties including the Coogee Beach Surf Life Saving Club, and perhaps the wider community via the City's website and Facebook page, and this could include a test of the demand or otherwise of a slide.

Given that the structural condition of the two older pontoons is still sound and with the deck surfacing and boarding ladder improvement works they could be expected to continue to be serviceable for quite an number of years still hereafter, there is not an operational imperative to replace either of the pontoons with a new one at this time.

With the cost of a new pontoon of a similar form to the one within the eco shark barrier at approximately \$75,000, as compared a refurbishment cost of between \$4,500 and \$17,500 of the middle pontoon (the cost dependant on the inclusion or otherwise of a slide and the nature of the decking work undertaken), it is financially more advantageous at this point to retain the current pontoons and not replace one.

Subsequently when either of the older ones reaches the end of their useful life, for instance in around five years' time, it can be the time to replace it with a new one fitted out with features comparable to the new one located within the shark barrier.



Strategic Plans/Policy ImplicationsCommunity, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Budget/Financial Implications

There will be a funding request for the 2018/19 FY expected to be between \$4,500 and \$75,000 dependant on the outcome of this OCM Item, the lesser value also dependant on the quotations being received for the pontoon decking refurbishments

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is no risk in proceeding with either a new pontoon for the south side of the Coojee Jetty (as called for in the AGM motion) or in the alternative there being a retention and refurbishment of the current pontoons as per the Recommendation.

If there were to be no expenditure on the pontoons then the condition of them would deteriorate further and their amenity for users would be compromised.

Advice to Proponent(s)/Submitters

N/A

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

Nil



16.3 (2018/MINUTE NO 0045) MOTION ARISING FROM THE ANNUAL GENERAL MEETING 6 FEBRUARY 2018 - TRAFFIC CALMING FOR COOLBELLUP AVENUE

Author(s) C Sullivan and L Jakovcevic
Attachments N/A

RECOMMENDATION

That Council defers consideration of a report addressing traffic calming for Coolbellup Avenue to enable the matter to be assessed and discussed with the Coolbellup Community Association and a report to be presented back to Council at a future Council meeting.

COUNCIL DECISION

MOVED Deputy Mayor L Smith SECONDED Cr P Eva
That Council defer the matter to the May Ordinary Council meeting.

CARRIED 7/0

Reason for Decision

At the last Coolbellup resident's meeting attended by the Manager of Strategic Planning, it was agreed the Director of Engineering and Works attend the next resident's meeting to listen to the needs of local residents.

This will provide an opportunity for the Director of Engineering and Works to seek feedback from residents on both these items and make further recommendations at the May meeting.

Background

At the Annual General Meeting of Electors on 6 February 2018 the following motion was carried:

Moved Mr Nicholas Gribble Seconded by Mr Ari Holt:

"That Council provide traffic calming for Coolbellup Avenue to ensure the current speed limits are observed and that there is safe pedestrian crossings particularly near bus stops and in the commercial area."

Submission

N/A



Report

The motion Traffic Calming for Coolbellup, described above was voted at the Annual General Meeting of Electors 6 February 2018, and hence had to be considered by Council at the next Ordinary Meeting of Council on 8 March 2018. The issue is to be investigated by City officers and will require time to assess.

The proposal to close streets, or parts thereof, within the Coolbellup area is likely to have significant impact on local traffic movement. As this matter has not been one that has been sought through any resolution of the Coolbellup Community Association, it is proposed to discuss the matter with them at a future meeting and report back to Council thereafter.

Strategic Plans/Policy Implications

Moving Around

Improve connectivity of transport infrastructure.

Community, Lifestyle & Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Create and maintain recreational, social and sports facilities and regional open space.

Leading & Listening

Provide for community and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management.

Budget/Financial Implications

Clearly the above Motion to be investigated will require funds in a future budget depending on Council's decisions. Budget estimates will form part of the reports to a future Council Meeting.

Legal Implications

Any legal implications will be considered in the future reports to Council.

Community Consultation

Any community consultation will be carried out as needed to inform future Council decisions.



Risk Management Implications

Risks will be assessed in the future reports to Council.

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 8 March 2018 Ordinary Council Meeting.

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

Nil



16.4 (2018/MINUTE NO 0046) MOTION ARISING FROM THE ANNUAL GENERAL MEETING - 6 FEBRUARY 2018 - COMMUNITY MEMORIAL GARDEN

Author(s) A Lees
Attachments N/A

RECOMMENDATION

That Council advise Mr Woodcock of the City's adopted Policy AEW7 'Establishment of Community Gardens' and encourages him to establish a reference group to progress his proposal.

COUNCIL DECISION

MOVED Deputy Mayor L Smith SECONDED Cr P Eva
That Council:

- (1) advise Mr Woodcock of the City's adopted Policy AEW7 'Establishment of Community Gardens' and request Mr Woodcock to establish a reference group to progress his proposal with the support of the City;
- (2) nominate Deputy Mayor Lee-Anne Smith, Cr Separovich and any other interested Elected Member to the Reference Group; and
- (3) convene the first meeting prior to 30 April 2018.

CARRIED 7/0

Reason for Decision

As per the Officer's report, the establishment of a community memorial garden was raised previously by Mr Woodcock at the 2014 AGM and he has tried personally to progress this project for the last four years.

At the end of every Officer's recommendation to Council, staff demonstrate how they are leading, listening and consulting with our community.

We have been listening to this idea from Mr Woodcock for almost four years. I would like to see a more supportive and formal means of engagement, consultation and leading.

A reference group will provide a real opportunity to assess the merits of this project.



Background

At the Annual General Meeting of Electors on 6 February 2018 the following Motions were carried:

Moved Mr Ray Woodcock seconded by Mr Ari Holt:

“That the City of Cockburn establish a Reference Group with a representative from the City of Cockburn, along with residents from areas of Spearwood, Munster, South Coogee, Wattleup, Coogee and Jandakot; with the purpose in mind of establishing a Community Memorial Garden that will recognise the early settlers and market gardeners within the City of Cockburn.”

Submission

N/A

Report

The establishment of a community memorial garden has been raised previously by Mr Woodcock at the 2014 AGM with a report presented to the March OCM 2014. The motion raised by Mr Woodcock at the 2014 AGM is as follows:

“That Council establish a sub-committee to establish a Living Memorial recognising the early settlers and market gardeners of the City.”

The OCM report informed Mr Woodcock that the City had an adopted Policy AEW7 Establishment of Community Gardens and guideline which he was encouraged to address. Follow up meetings were held between City officers and Mr Woodcock who provided further advice on how to progress this initiative. The City has received no formal submission to date on a Community Memorial Garden in accordance with the policy.

The proposal raised by Mr Woodcock at the 2018 AGM is ostensibly the same initiative as the one presented at the 2014 AGM albeit broader in its dialogue. The concept of a community garden has merit and requires the community to drive the process to ensure the key deliverables are met.

It is also important that the community are fully cognisant of the governance requirements of a community garden and ongoing funding can be supported by the group initiating the project. City officers can guide the group as they progress through the 10 step procedure for establishing a new community garden.



Strategic Plans/Policy ImplicationsLeading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

Sec 5.33 (1) of the Local Government Act 1995 refers

Community Consultation

N/A

Risk Management Implications

The proposal presented has minimal risk as it relies on the proponent establishing the working group and addressing the policy.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 8 March 2018 Ordinary Council Meeting.

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

Nil



17. COMMUNITY SERVICES DIVISION ISSUES**17.1 (2018/MINUTE NO 0047) ADOPT PROPOSED LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS 2018**

- Author(s)** S Downing and M Emery
- Attachments**
1. Proposed Local Emergency Management Arrangements 2018
 2. Outcome of Office of Emergency Management Review of Proposed LEMA

RECOMMENDATION

That Council adopts the proposed Local Emergency Management Arrangements 2018.

COUNCIL DECISION

MOVED Cr P Eva SECONDED Cr C Terblanche

That the recommendation be adopted.

CARRIED 7/0

Background

Pursuant to *Part 3* of the *Emergency Management Act 2005* (EM Act) Local Government Authorities are required to complete a set of Emergency Management Arrangements (LEMA) for their district.

The functions and responsibilities of Local Governments within the context of the EM Act are:

- (1) Under section 36 of the EM Act, has the functions of:
 - a) ensuring an effective LEMA is prepared and maintained for its district;
 - b) managing recovery following an emergency affecting the community within its district.
- (2) Must ensure that the LEMA includes:
 - a) the local government's policies for emergency management;
 - b) roles and responsibilities of public authorities and other persons involved in emergency management within the local government district;
 - c) provisions about the coordination of emergency management operations and activities performed by the above persons;
 - d) description of emergencies likely to occur in the district;



- e) strategies and priorities for emergency management in the district;
 - f) other matters about EM in the local government district considered appropriate; and
 - g) a recovery plan with a nominated Local Recovery Coordinator.
- (3) Has to establish one or more Local Emergency Management Committees for its local government district.

Submission

N/A

Report

The City's officers began reviewing the City's LEMA in 2016 due to the changing community and lessons learnt from emergency management incidents in recent years.

The updates will ensure the LEMA, conforms to a new suite of State implemented emergency management policies, removes operational jargon and is adjusted to the State's *EM Preparedness Procedures*; ensuring the LEMA is practical and easy to use while being easily accessible by community members and emergency managers.

The review process included structural changes to the documents, ensuring the document is easily understandable and implements many improvements to the way the City can effectively assist with emergencies within its district.

Salient improvements (in no particular order) have been:

- identify community facilities that would be used as temporary evacuation points;
- pre-planned emergency evacuation kits;
- establish an out of hours call system of internal staff, while outlining a procedure of alerting Elected Members;
- establish agreements with;
 - GIVIT – a charitable organisation that can handle and manage the donation of physical goods;
 - The City of Canning – Mutual aid agreement for the use of each respective Animal Management Facility during an emergency.
- streamline the establishment of a Recovery Committee consistent with the City's existing organisational structure.

On finalisation of the proposed LEMA, the Office of Emergency Management (formally the State Emergency Management Committee), and the District Emergency Management Committee (DEMC) were requested to review the City's proposed LEMA revisions.



The proposed LEMA was noted by the Office of Emergency Management as meeting all legislative requirements of the EM Act and other State emergency management policies and procedural guidelines.

Strategic Plans/Policy Implications

Community, Lifestyle & Security

Provide safe places and activities for residents and visitors to relax and socialise.

Leading & Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

The City provides funding across a number of service units totalling \$589,000 for 2017/18.

Legal Implications

Emergency Management Act 2005 refers

Community Consultation

During the development process, a number of key stakeholders were identified and asked to review the LEMA. These stakeholders included Hazard Management Agencies and members of the City' LEMC and regional DEMC.

Risk Management Implications

Should Council not adopt a set of Local Emergency Management Arrangements reviewed by the Office of Emergency Management, the City's community may be subject to prolonged recovery after an emergency event, and decrease the Officer's capacity to assist Emergency Responders at the time an event occurs.

The above will have a reputational risk on the City and may have further detrimental effects.

Advice to Proponent(s)/Submissioners

N/A

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

Nil



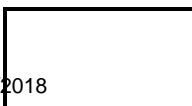


City of Cockburn

LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS 2018



cockburn.wa.gov.au



CITY OF COCKBURN LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS

These arrangements have been produced and issued under the authority of s. 41 (1) of the *Emergency Management Act 2005*. This document has been endorsed by the City of Cockburn Local Emergency Management Committee (LEMC) and the City of Cockburn Council.

This document has been tabled for review by the State Emergency Management Committee and District Emergency Committee.

The **COMMON SEAL** of the
CITY OF COCKBURN

Was hereunto affixed in the presence of:

Stephen Cain
Chief Executive Officer
City of Cockburn
XXX day of the XXX month 2017

Logan Howlett JP
Mayor – City of Cockburn
City of Cockburn
XXX day of the XXX month 2017



CONTENTS

CITY OF COCKBURN LOCAL EMERGENCY MANAGEMENT ARRANGEMENTS	2	RESOURCE REGISTER	21
CONTENTS	3	Resources Schedule – Vehicle	21
DOCUMENT DISTRIBUTION	6	Resources Schedule – Facilities	24
Unrestricted Copies	6	ROLES & RESPONSIBILITIES	50
Restricted Copies	8	Local Roles and Responsibilities	50
AMENDMENT RECORD	9	Activation of City Staff	52
GLOSSARY OF TERMS & ACRONYMS USED	10	Emergency Management Activation Kit	53
INTRODUCTION	12	LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)	54
Authority	12	LEMC Roles and Responsibilities	54
Community Consultation	12	LEMC Functions	56
Document Availability	12	LEMC Meeting Schedule	57
Area Covered	13	Annual Reporting	57
Aim	13	AGENCY ROLES AND RESPONSIBILITIES	58
Purpose	13	MANAGING RISK	60
Scope	14	Emergency Risk Management	60
Review Process	14	Description of Emergencies Likely to Occur	60
RELATED DOCUMENTS & ARRANGEMENTS	16	Emergency Management Strategies and Priorities	65
Local Emergency Management Policies	16	COORDINATION OF EMERGENCY OPERATIONS	66
Summary of Supporting Documents	18	Incident Support Group (ISG)	66
Community Emergency Risk	18	Triggers for an ISG	66
Bushfire Brigade Local Law 2000	18	Membership of an ISG	66
Fire Control Order	18	Frequency of Meetings	66
City of Cockburn Business Continuity Plan	18	Location of ISG Meetings	67
City of Cockburn Crisis Communications Plan	18	MEDIA MANAGEMENT AND PUBLIC INFORMATION	68
Site Specific Evacuation Plans	18	Public Warning Systems	68
Animal Welfare Plan	19	Media Holding Statements	68
Vulnerable Communities Plan	19	Local Systems	68

FINANCE AND SPONTANEOUS VOLUNTEERING ARRANGEMENTS	69
Management of Funds	69
Public Appeals & State/Federal Support	69
Donation of Goods	69
Spontaneous Volunteering	70
Volunteer Coordination	70
Volunteer Insurance	70
Volunteer Reception Centres	70
Registration Requirements	71
Rostering	71
Supervision	71
Support	71
Standing Down of Volunteers	71
Finance Arrangements and Donation of Goods Media Statement	72
EVACUATION AND WELFARE	73
Evacuation	73
Special Needs Groups	73
Routes & Maps	73
Evacuation and Welfare Roles	81
Local Welfare Coordinator	81
Local Welfare Liaison Officer	81
Register.Find.Reunite	81
Animals	81
Welfare Centres	81

RECOVERY	83
The Recovery Process	83
General Information	83
Aim of Recovery	83
Transition from Response to Recovery	83
Local Recovery Coordinator	84
Role	84
Functions	84
Local Recovery Coordination Group (LRCG)	86
Function of the Local Recovery Coordination Group	86
Priorities for Recovery	86
LRCG Composition	87
LRCG Subcommittee Role Statements	88
Governance & Community Subcommittee	88
Engineering & Works Subcommittee	88
Planning & Development Subcommittee	88
Objectives	88
Finance & Corporate Subcommittee	89
Lord Mayor Distress Relief Fund (LMDRF) Eligibility Criteria and Levels of Financial Assistance	89
Owners/Owner Occupiers	89
Occupiers	90
External Representation on the Local Recovery Coordination Group	90
Department of Communities -	



Child Protection and Family Support	90
Department of Agriculture and Food WA	90
Main Roads Western Australia	90
Essential Services (Including Power, Telecommunications, Water and Gas Western Power/Horizon Power, Telstra, Water Corporation, Alinta Gas)	91
Department of Education (or Local School Representative)	91
Local Health Services Provider (Department of Health or Local Health Officer)	91
Department of Environment Regulation	91
Lord Mayor's Distress Relief Fund	91
Possible Locations of LRCG Meetings	92
LRCG Financial Arrangements	92
REVIEW OF ARRANGEMENTS	94
The Aim of Exercising	94
Types of Exercises	94
Exercise Frequency	95
Annual LEMA Review	95
APPENDIX 1 – MAP OF THE CITY OF COCKBURN	96
APPENDIX 2 - LEMA CONTACTS REGISTER	97
APPENDIX 3 – ACTIVATION OF GIVIT	103
APPENDIX 4 – COMPREHENSIVE IMPACT ASSESSMENT THE OFFICE OF EMERGENCY MANAGEMENT IMPACT ASSESSMENT FORM	112
APPENDIX 5 – OPERATIONAL RECOVERY PLAN TEMPLATE	139
APPENDIX 6 – LRCG ACTION CHECKLIST	140





DOCUMENT DISTRIBUTION

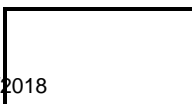
Unrestricted Copies

[Table 1 - Unrestricted Copies](#)

ORGANISATION	NUMBER OF COPIES
City of Cockburn – Critical Records	1
City of Cockburn – Mayor	1
City of Cockburn – Emergency Management Coordinator	1
City of Cockburn – Recover Coordinators and Local Role Appointed Staff	8
City of Cockburn – Chief Bushfire Control Officer	1
Deputy Chief Bushfire Control Officer's	2
South Coogee Volunteer Bushfire Brigade	1
Jandakot Volunteer Bushfire Brigade	1
Success Fire and Rescue Station	1
Murdoch Fire and Rescue Station	1
Cockburn State Emergency Services	1
Cockburn Volunteer Sea Search & Rescue	1
Office of Emergency Management	3
Murdoch Police Station	1
Cockburn Police Station	1
Fremantle Police Station	1
South Metropolitan Police District – Superintendent	1
WA Police – Emergency Management Unit	1
State Emergency Services – District Officer	1
Department of Fire and Emergency Services	1
Australian Defence Force – HMAS Stirling	1
Department of Child Protection and Family Support	2
Department of Parks and Wildlife	2
Department of Health	1
Fiona Stanley Hospital	1
St Johns Ambulance	2
Red Cross	1
Water Corp	1
Main Roads WA	1



ORGANISATION	NUMBER OF COPIES
Perth Transport Authority	1
Brookfield Rail	1
Western Australia Local Government Association	1
City of Kwinana	1
City of Serpentine Jarrahdale	1
City of Armadale	1
City of Canning	1
City of Melville	1
City of Fremantle	1





Restricted Copies

[Table 2 - Restricted Copies](#)

ORGANISATION	NUMBER OF COPIES
City of Cockburn Administration Building (Front Counter)	1
City of Cockburn – Spearwood Library	1
City of Cockburn – Success Library	1
City of Cockburn – Coolbellup Library	1
City of Cockburn Youth Centre	1
Wally Hagen Stadium (Welfare Centre)	1
Aubin Grove Community Centre (Welfare Centre)	1
Beeliar Community Centre (Welfare Centre)	1
Success Regional Sports Centre (Welfare Centre)	1
Jandakot Airport Holdings	1
Roslyn Hill Mining	1
Murdoch University	1
Kwinana Industries Council	1



AMENDMENT RECORD

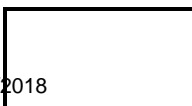
Amendments entered into table 3 (below) at time of amendment.

[Table 3 - Amendment Record](#)

NO.	DATE	AMENDMENT DETAIL	BY

Suggested amendments or additions to these arrangements should be forwarded to the City of Cockburn's Emergency Management Coordinator; customer@cockburn.wa.gov.au

Major amendments or additions will be referred to the City of Cockburn Local Emergency Management Committee (LEMC) for consideration and/or approval.





GLOSSARY OF TERMS & ACRONYMS USED

GLOSSARY OF TERMS

Terminology used throughout this document shall have the meaning as prescribed in either Section 3 of the *Emergency Management Act 2005 (EM Act)* or as defined in the *State Emergency Management Glossary*.

Combat Agency: A public authority, or other person, may be prescribed by the regulations to be a Combat Agency who or which, because of the agency's functions under any written law or specialized knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency [s.6(2) of the EM Act].

A Combat Agency undertakes response tasks at the request of the Controlling Agency in accordance with their legislative responsibilities or specialised knowledge.

District: means an area of the State that is declared to be a district under *Section 2.1 Local Government Act 1995*.

Controlling Agency: An agency nominated to control the response activities to a specified type of emergency.

Local Emergency Coordinator (LEC): That person designated by the Commissioner of Police to be the Local Emergency Coordinator with responsibility for ensuring that the roles and functions of the respective Local Emergency Management Committee are performed, and assisting the Hazard Management Agency in the provision of a coordinated multi-agency response during incidents and operations.

Local Emergency Management Committee (LEMC): Means a committee established under Section 38 of the *EM Act*.

Municipality: Means the district of the Local Government.

Preparedness: Arrangements to ensure that, should an emergency occur, all those resources and services which are needed to cope with the effects can be efficiently mobilised and deployed. Measures to ensure that, should an emergency occur, communities, resources and services are capable of coping with the effects. See also comprehensive approach in the State EM Glossary.

Risk register: A register of the risks within the local government that is identified through the Community Emergency Risk Management process.

Risk statement: A statement identifying the hazard, element at risk and source of risk.

Treatment options: A range of options identified through the emergency risk management process, to select appropriate strategies which minimize the potential harm to the community.

Vulnerability: The degree of susceptibility and resilience of the community and environment to hazards.

*The degree of loss to a given element at risk or set of such elements resulting from the occurrence of a phenomenon of a given magnitude and expressed on a scale of 0 (no damage) to 1 (total loss).

For additional information in regards to the Glossary of terms, refer to the current Emergency Management Glossary for Western Australia.



ACRONYMS USED WITHIN THESE ARRANGEMENTS

[Table 4 - Acronyms used within these arrangements](#)

BFB	Bushfire Brigade
CA	Controlling Agency
CEO	Chief Executive Officer
CoC	City of Cockburn
DEMC	District Emergency Management Committee
DFES	Department of Fire and Emergency Services
DOC	Department of Communities
DPaW	Department of Parks and Wildlife
ECC	Emergency Coordination Centre
EM Act	Emergency Management Act 2005
ERMP	Emergency Risk Management Plan
FRS	Fire and Rescue Service
HMA	Hazard Management Agency
ISG	Incident Support Group
LEC	Local Emergency Coordinator
LEMA	Local Emergency Management Arrangements
LEMC	Local Emergency Management Committee
LMDRF	Lord Mayor's Distress Relief Fund
LRC	Local Recovery Coordinator
LRCC	Local Recovery Coordination Committee
LWEC	Local Welfare Emergency Committee
NDRRA	Commonwealth Natural Disaster Relief & Recovery Arrangements
OEM	Office of Emergency Management
SEC	State Emergency Coordinator
SES	State Emergency Service
SEWS	Standard Emergency Warning Signal
SOP	Standard Operating Procedures
SRC	State Recovery Controller
WANDRRA	WA Natural Disaster Relief & Recovery Arrangements



INTRODUCTION

Authority

The City of Cockburn LEMA has been prepared in accordance with *section 41(1)* of the *Emergency Management Act 2005*.

These arrangements have been endorsed by the City of Cockburn Local Emergency Management Committee (LEMC) and adopted by the City of Cockburn Council; and are to be tabled with the South Metropolitan District Emergency Management Committee.

The City of Cockburn LEMC is established under *section 38* of the *Emergency Management Act 2005*. The LEMC function is to advise and assist the Local Government with emergency management activities, reducing risk within the community and ensure the Local Emergency Management Arrangements are established and maintained for its applicable Local Government district.

Community Consultation

During the creation of the City of Cockburn Local Emergency Management Arrangements 2018 (hereafter: LEMA), consultation with stakeholders were carried out, ensuring the LEMA was adequately representing the community within Cockburn and needs to recover from an emergency event.

Stakeholder consultation was carried out with members of the City's LEMC throughout its scheduled meetings and on a case by case basis for agency specific advice.

Engagement with the community was undertaken by interest group, allowing for the use of specific engagement tools best suited for the community's members background. Specific interest groups included seniors, people from a Culturally and Linguistically Diverse (CALD) background and youth.

Disability inclusion was also taken into consideration and the LEMA have been created to reflect the needs of people with a disability within the City's community.

Document Availability

Copies of the LEMA will be available upon request at the City of Cockburn Administration Building and City of Cockburn public libraries.

Additionally, the LEMA is available via the City of Cockburn website - www.cockburn.wa.gov.au/emergencymanagement

All Organisations listed within the distribution list of the LEMA will receive the applicable number of copies of these arrangements. Distribution is as shown within the table one (1) and two (2) of the LEMA.



Area Covered

The City of Cockburn is located in Perth's outer southern suburbs, about 15-20 kilometres from the Perth CBD. The City of Cockburn encompasses a land area of 167Km² which extends from the coast of Western Australia within the Jervious Bay to the flatland of boarding the City of Armadale to the East. The City's Northern most boundaries are shared with the Cities of Fremantle and Melville, the southern part of the City borders Kwinana, in close proximity to the Kwinana Industrial Complex.

The City of Cockburn municipal boundaries extend further west of the coast to include the Islands of Rottnest Island and Carnac Island located about 10 and 18 kilometres off-shore respectively.

By Government Gazettal 27 November 2009 the Rottnest Island Authority has taken over the control and responsibility to of the under *Part 3* of the *Emergency Management Act 2005*. Due to this Arrangement, the Rottnest Island Authority has been considered outside the scope of these Arrangements. Rottnest Island Authority has created a set of Local Emergency Management Arrangements to assist in the event of an activation of their Local Recovery Committee.

A boundary Map of the City of Cockburn is attached to this LEMA as *appendix 1 – Map of the City of Cockburn*.

Aim

The LEMA is an overarching document and associated sub-plans which the City of Cockburn is responsible for developing, maintaining and testing.

The aim of the LEMA is to detail the emergency management arrangements and ensure an understanding between agencies and stakeholders involved in managing emergencies within the City.

Purpose

The purpose of these emergency management arrangements is to set out:

1. The local government's policies for emergency management;
2. The roles and responsibilities of public authorities and other persons involved in emergency management in the local government district;
3. Provisions about the coordination of emergency operations and activities relating to emergency management performed by the persons mentioned in paragraph b);
4. A description of emergencies that are likely to occur in the local government district;
5. Strategies and priorities for emergency management in the local government district;
6. Other matters about emergency management in the local government district prescribed by the regulations; and
7. Other matters about emergency management in the local government district the local government considers appropriate. (s.41(2) of the *Emergency Management Act 2005 EM Act*).



Scope

The LEMA are to ensure the community is prepared to deal with the identified emergencies should they arise. It is not the intent of this Hazard Management Agencies (HMA) document to detail the procedures for HMAs in dealing with an emergency. These should be detailed in the HMAs' individual plans. Furthermore:

- This document applies to the local government district of the City of Cockburn;
- This document covers areas where the City of Cockburn provides support to HMAs in the event of an incident;
- This document details the City of Cockburn capacity to provide resources in support of an emergency, while still maintaining business continuity; and the City of Cockburn in relation to recovery management.

These arrangements are to serve as a guideline to be used at the Local level. Incidents may arise that require action or assistance from District, State or Federal level.

Review Process

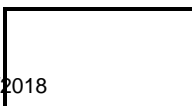
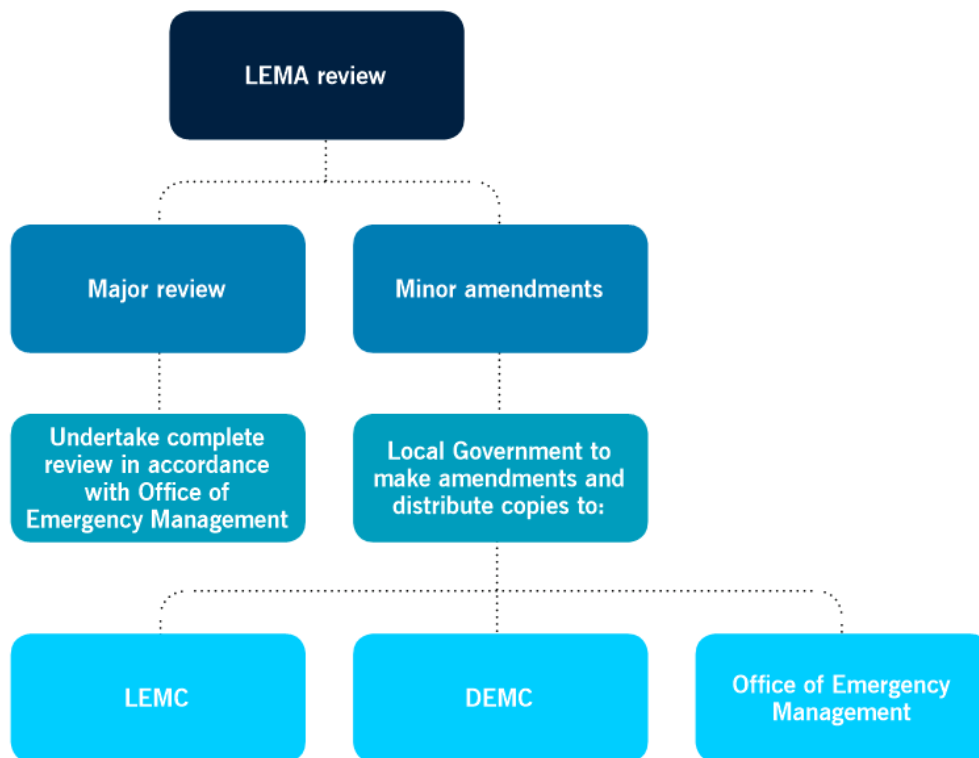
These LEMA must be reviewed regularly. The LEMA should be reviewed:

- After an event or incident that requires the activation of an Incident Support Group (ISG) or significant recovery coordination
- After training or drills that exercise the arrangements
- Every five (5) years
- Any other time the City of Cockburn considers appropriate
- A unanimous decision by the City's Local Emergency Management Committee (LEMC).

The review may entail only minor administrative amendments, or a more significant change to document structure. Figure 1 below demonstrates either process for peer review adoption of the amendments.



Figure 1 - Review Process





RELATED DOCUMENTS & ARRANGEMENTS

Local Emergency Management Policies

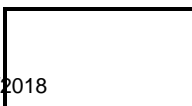
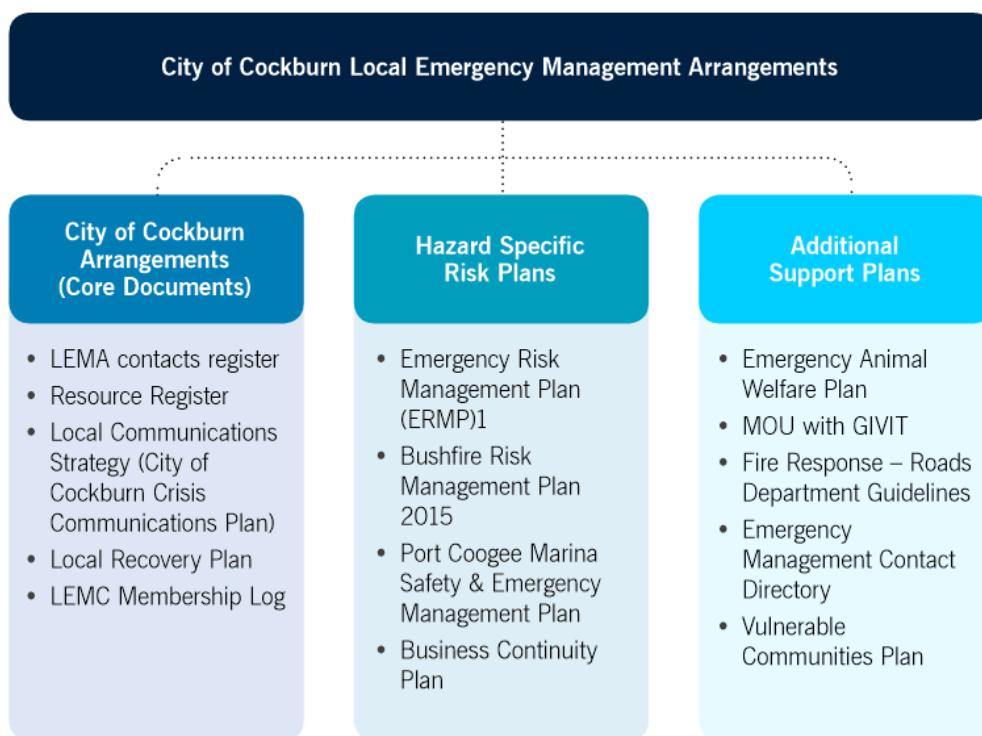
The City has a number of documents relating to Emergency Management and the reduction of community risk. *Figure 2: overview of City EM Documents* highlights their association. *Figure 3* shows the makeup of the City's LEMA and support from other documentation.

[Figure 2 - Overview of City EM Documents](#)





Figure 3 - Makeup of LEMA





Summary of Supporting Documents

Community Emergency Risk

Local Community Emergency Risk Management describes emergencies that are likely to occur, define roles and responsibilities within the community, list resources, and coordinate operations and activities. They also identify any agreements between the City and emergency management agencies.

Bushfire Brigade Local Law 2000

In pursuant to the powers under the Bush Fires Act 1954 and all other powers enabling it, the Council of the City of Cockburn resolved on the 21 November 2000 to make the following local law. The Local Law covers the structure and administration of the City's Bushfire Brigades and appoints certain responsibilities to officer bearers.

Fire Control Order

The Fire Control Order (FCO) stipulates minimal requirements of property owner within the City to comply with to stop the start and extension of a bushfire. The FCO is reviewed annually and any changes are adopted by Council.

City of Cockburn Business Continuity Plan

This Business Continuity Plan establishes the procedures necessary to ensure the emergency response, resumption and recovery, restoration and recovery of the City of Cockburn operations and business activities during a business interruption event. This business continuity plan provides guidance for the resumption and recovery of the City of Cockburn critical business functions and activities in accordance with pre-established timeframes, and ensures compliance with the City of Cockburn Business Continuity Management Policy and Framework 2014.

City of Cockburn Crisis Communications Plan

This plan provides the organisation with communication processes pre, during and after a crisis. It outlines step by step how internal and external communications should be managed. This Crisis Communication Plan forms an integral part of the City's overall policy SC51 - Enterprise Risk Management.

Site Specific Evacuation Plans

The City has a number of site specific Emergency Plans, these plans are created due to unique risk posed by certain locations and activities undertaken. Currently the City has two locations that would directly affect the community; these are the Cockburn ARC sporting complex and the Port Coogee Marina.

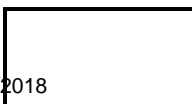


Animal Welfare Plan

The welfare of animals closely aligns to the post-event recovery of their owner's family recovery. The City's Animal Welfare Plan, assist in the management of animals and livestock relocation and welfare during an emergency and recovery.

Vulnerable Communities Plan

The City's Vulnerable Communities Plan identifies vulnerable use facilities such as schools and aged care facilities within the City. The Plan has set up a self-supportive coordination groups with support and greater preparedness advocacy from the City.



RESOURCES





RESOURCE REGISTER

Resources Schedule – Vehicle

Table 5 - Resources Schedule – Vehicle

Vehicle Type	Special Features	Registration	Name Of User	Contact Details	Location of Keys
Emergency Services					
Toyota Land Cruiser	BFB Light Tanker Spec	1DAQ - 568	Jandakot Volunteer Bushfire Brigade	Selcall: 37323 Vehicle Phone: 0407 190 514	Kept in Vehicle
Toyota Land Cruiser	BFB Light Tanker Spec	1EZY - 791	South Coogee Bushfire Brigade	Selcall: 373014 Vehicle Phone: 0417 917 187	Kept in Vehicle
Isuzu 3.4	BFB Light Tanker Spec	1GEH - 032	South Coogee Bushfire Brigade	Selcall: 373022 Vehicle Phone: 0419 045 625	Kept in Vehicle
Isuzu 12.2	BFB 12.2 Spec	1DMM - 606	Jandakot Bushfire Brigade	Selcall: 37302 Vehicle Phone: 0407 082 856	Kept in Vehicle
Isuzu 2.4	BFB 2.4 Spec	1CDL - 696	South Coogee Bushfire Brigade	Selcall: 373013 Vehicle Phone: 0439 095 591	Kept in Vehicle
Mitsubishi Triton	All terrain tyres, steel bull bar and towbar	1DGI - 395	South Coogee Bushfire Brigade	Selcall: Vehicle Phone:	South Coogee Vehicle bay drawer
Ford Ranger	Cargo Pod, towbar, portable fridge, all terrain tyres	1EPR - 908	Cockburn CESM	Selcall: 373000 Vehicle Phone: 0429 996 446	Stored by user
Isuzu M-UX	All terrain tyres, steel bull bar and towbar	1GCR - 666	CoC, EM Coordinator	Selcall: TBC	Stored by user



Vehicle Type	Special Features	Registration	Name Of User	Contact Details	Location of Keys
Utility 4WD's					
All-Terrain Vehicle John Deere 4x4	Nil	1GBD - 421 (Plan No. 5342)	Rangers & Community Safety Services		Rangers Building
Isuzu D Max +Utility 4x4 with animal pod	Animal pod and VHF radio	1EZK - 498 (Plant No. 2776)	Rangers & Community Safety Services		Rangers Building
Isuzu D Max +Utility 4x4 with animal pod	Animal pod and VHF radio	1EZK - 499 (Plant No. 2686)	Rangers & Community Safety Services		Rangers Building
Isuzu D Max +Utility 4x4 with animal pod	Animal pod and VHF radio	1ETS - 238 (Plant No. 2696)	Rangers & Community Safety Services		Rangers Building
Isuzu D Max +Utility 4x4 with animal pod	Animal pod and VHF radio	1ETS - 237 (Plant No. 2573)	Rangers & Community Safety Services		Rangers Building
Isuzu D Max +Utility 4x4 with animal pod	Animal pod and VHF radio	1ENB - 110 (Plant No. 2875)	Rangers & Community Safety Services		Rangers Building
Isuzu D Max +Utility 4x4 with animal pod	Animal pod and VHF radio	1EOM - 534 (Plant No. 2855)	Rangers & Community Safety Services		Rangers Building
Mitsubishi Triton GLX	Nil	1GDG - 200 (Plant No. 2964)	Waste (Landfill)		Stored by user
Ford Ranger	Nil	1EOV - 503 (Plant No. 4253)	Waste (Landfill)		Stored by user
Mitsubishi Triton	Nil	1EPA - 221 (Plant No. 2405)	Waste (Landfill)		Stored by user
Mitsubishi Triton Ute 4x4 with Workshop canopy	Nil	1EBB - 961 (Plant No. 2964)	Plant/Workshop		Stored by user
Mitsubishi Triton Ute 4x4 with workshop canopy	Nil	1ELC - 290 (Plant No. 2704)	Plant/Workshop		Stored by user
Ford Ranger	Nil	1ESS - 520 (Plant No. 2425)	Facilities		Stored by user





Vehicle Type	Special Features	Registration	Name Of User	Contact Details	Location of Keys
People Mover					
Toyota Hi-Ace Commuter	14 Seater	1DWS - 985	Light Fleet		Stored at Depot
Toyota Hi-Ace Commuter		1DTP - 838	Community		Stored at Depot
Ford Transit Bus	12 Seater	1DSK - 628	Community		Stored at Depot
Kia Grand Carnival	8 Seater	1EOK - 924	Light Fleet		Stored at Depot
Mitsubishi Rosa Bus	22 Seater	1EWR - 786	Community		Stored at Depot
Toyota Hi-Ace Commuter		1CXC - 354	Community		Stored at Depot
Mitsubishi Rosa Bus	22 Seater	1GCX - 392	HACC		Stored at Depot
BCI	33 Seater Bus	1CZW - 439	Community		Stored at Depot
Kia Grand Carnival	8 Seater	1EVG - 812	Health Svcs		Stored at Depot



Resources Schedule – Facilities

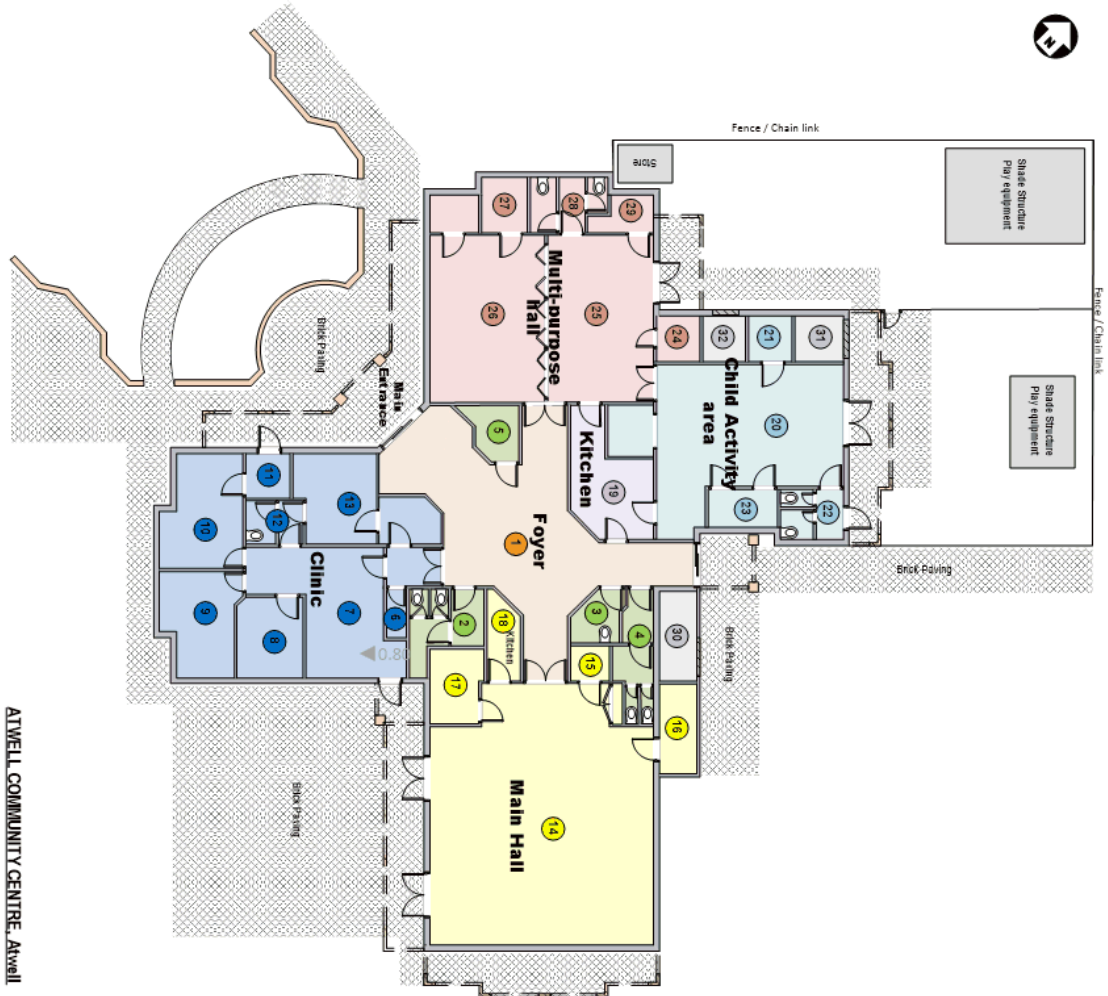
Table 6 - Resources Schedule – Facilities

Name of Facility	Address	GPS Coordinates	Capacity	Tables	Chairs	Kitchen	Special Features
Atwell Community Centre	9 Lombe Gardens, Atwell 6164	393227 X 6443853 Y	+50-100	50	230	Yes	Child activity area
Atwell Reserve Clubrooms	Brenchley Drive, Atwell 6164	392757 X 6443316 Y	+150			Yes	Change rooms
Aubin Grove Sporting Facility	71 Camden Boulevard, Aubin Grove 6164	392900 X 6439878 Y	+200	15	112	Yes	Change rooms/child activity area
Banjup Community Hall	41 Oxley Drive, Banjup 6164	395728 X 6440463 Y	+100	15	100	Yes	Change rooms
Beale Park Clubrooms	15 Hamilton Road, Spearwood 6163	384571 X 6447853 Y	+150			Yes	Change rooms
Beale Park Baseball Clubrooms	1 Kent Street, Spearwood 6163	384600 X 6447850 Y				Yes	Change rooms
Bibra Lake Community Centre	132 Parkway Drive, Bibra Lake 6163	390673 X 6448726 Y	+50	10	70	No	Outdoor fenced off area
Cockburn ARC	31 Veterans Parade, Cockburn Central 6164	391525 X 6444968 Y				Yes	
Coogee Community Hall	19 Arlington Loop, Coogee 6166	383634 X 6446245 Y	+150	26	170	Yes	
East Beeliar Community Centre	33 Lakefront Avenue, Beeliar 6164	388435 X 6444226 Y	200	36	200	Yes	Change rooms/ Meeting rooms
Edwards Park Clubrooms	10 Lintott Way, Spearwood 6163	385391 X 6447008				Yes	
Goodchild Park Clubrooms	30 Plantagenet Crescent, Hamilton Hill 6163	385568 X 6449171 Y				Yes	Change rooms





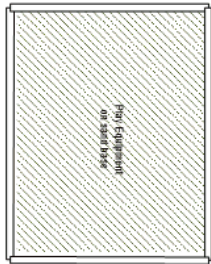
Name of Facility	Address	GPS Coordinates	Capacity	Tables	Chairs	Kitchen	Special Features
Harvest Lakes Community Centre	62 Aurora Drive, Atwell, 6164	392973 X 6442243 Y	+150	32	114	Yes	Change rooms/ Outdoor fenced off area
Jandakot Hall	770 North Lake Road, South Lake 6164	390779 X 6445927 Y	+130	24	120	Yes	
Len Packham Clubrooms	96 Cordelia Ave, Coolbellup 616	387658 X 6449798 Y	+200	28	200	Yes	Change rooms
Lucius Park Clubroom	83 Hamilton Road, Spearwood 6163	384352 X 6448436 Y				No	
Memorial Hall	435 Carrington Street, Hamilton Hill 6163	384516 X 6449460 Y	+200	37	300	Yes	Change rooms
Santich Park Clubrooms	19 Beckett Close Munster 6166	385520 X 6445130 Y	+100			Yes	Change rooms
South Coogee Agriculture Hall	739 Rockingham Road Munster 6166	385788 X 6442916 Y				Yes	Meeting room
Southwell Community Centre	8 Caffery Place, Hamilton Hill 6163	385757 X 6449058				Yes	Meeting rooms/ Courtyard
Success Recreational Facility	359 Hammond Road, Success 6164	391438 X 6442324 Y	+500	35	220	Yes	Change rooms/ Meeting Rooms/ Club room/ Function rooms
Yangebup Community Hall	20 Swallow Drive Yangebup 6164	388539 X 6445804 Y	210	34	220	Yes	Change rooms/ Activity area



ATWELL COMMUNITY CENTRE, Atwell

KEY to room numbers

Room Number	Room Name	Floor area
1	Foyer	52 m ²
2	1 - Entrance lobby	12 m ²
3	Tolks - General	9 m ²
4	2 - Female toilet	13 m ²
5	3 - Disabled toilet	6 m ²
6	4 - Male toilet	
7	5 - Nappy Change room	
8	Clinic	
9	6 - Cleaner store	3 m ²
10	7 - Washing room	41 m ²
11	8 - Office 1	23 m ²
12	9 - Office 2	17 m ²
13	10 - Clinic	25 m ²
14	11 - Clinic utility	7.5 m ²
15	12 - Staff toilet	9 m ²
16	13 - Staff area	24 m ²
17	Main Hall	55 m ²
18	14 - Main hall	10 m ²
19	15 - Store	10 m ²
20	16 - Store	18 m ²
21	17 - Store	8 m ²
22	18 - Kitchen (main hall)	6 m ²
23	Kitchen	
24	19 - Kitchen	24 m ²
25	Activity Area	36 m ²
26	20 - Child activity area	4 m ²
27	21 - Store	8 m ²
28	22 - Toilet (CA Area)	7 m ²
29	23 - Store	
30	Multi-Purpose Hall	5 m ²
31	24 - Store	112m ²
32	25 - Multi purpose hall	10 m ²
33	26 - Multi purpose hall	9 m ²
34	27 - Toilet (HP Hall)	7 m ²
35	28 - Toilet (HP Hall)	
36	29 - Store	
37	30 - External store	12 m ²
38	31 - External store	7.5 m ²
39	32 - External store	7.5 m ²

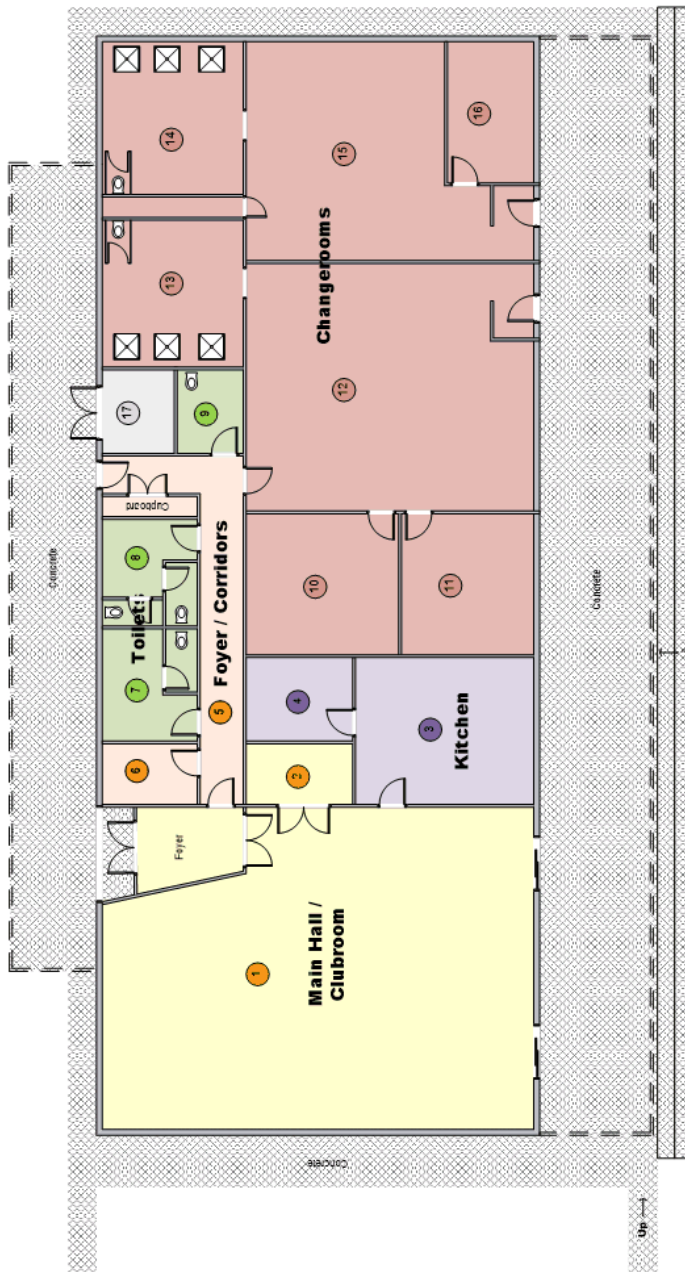


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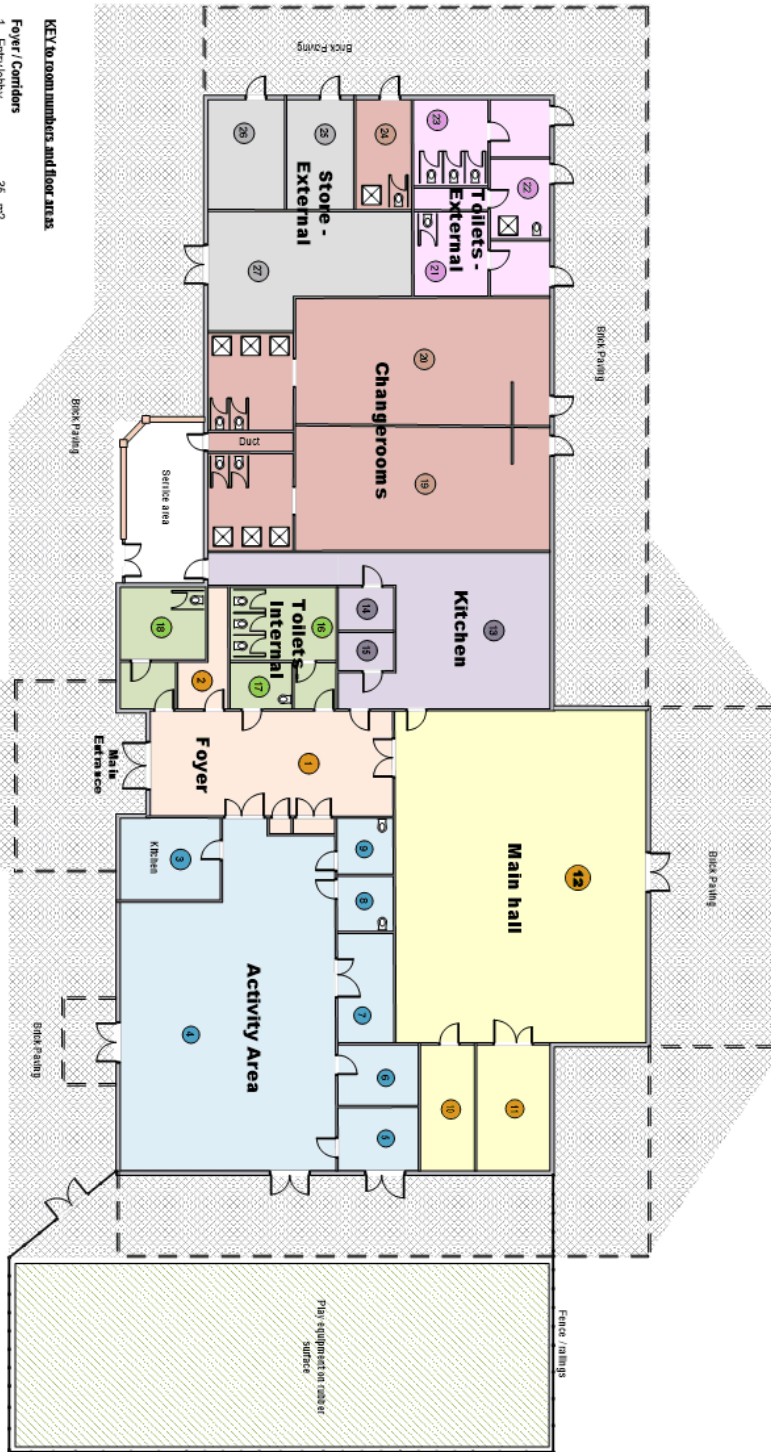
North Scale
 Drawn by Asset Services - February 2014



KEY TO ROOM NUMBERS

Room Number	Room Name	Area (m ²)	External Score
1	Main Hall / Clubroom	118 m ²	17 - E-Kinral sports store
2	Main hall and foyer	8 m ²	
3	Kitchen	27 m ²	
4	Kitchen store 1	10 m ²	
5	Foyer / Corridors	15 m ²	
6	Hallway	4 m ²	
7	Toilet - Male	7 m ²	
8	Toilet - Female	7 m ²	
9	Toilet - Disabled	4 m ²	
10	Changerooms	18 m ²	
11	Property store	14 m ²	
12	Trainers room	58 m ²	
13	Change room 1	15 m ²	
14	Change room sho nets 1	15 m ²	
15	Change room sho nets 2	38 m ²	
16	Change room 2	12 m ²	

ATWELL RESERVE CLUBROOMS, Atwell



KEY to room numbers and floor areas

Foyer / Corridors	1 - Entry lobby	36 m ²
	2 - Cleaners store	3 m ²
Activity area	3 - Kitchen	11 m ²
	4 - Children's activity area	92 m ²
	5 - Store	8 m ²
	6 - Store	6 m ²
	7 - Store	7 m ²
	8 - Toilet - Unisex	4 m ²
	9 - Toilet - Unisex	4 m ²
Main hall	10 - Store	7 m ²
	11 - Store	9 m ²
	12 - Multi purpose hall	112 m ²
Kitchen	13 - Kitchen	42 m ²
	14 - Store	3 m ²
	15 - Store	3 m ²
Toilets - Internal	16 - Toilet - Female (internal)	11 m ²
	17 - Toilet - Disabled (internal)	4 m ²
	18 - Toilet - Male (internal)	11 m ²
Change-rooms	19 - Change room 1	55 m ²
	20 - Change room 2	55 m ²
	24 - Linen room	8 m ²
Toilets - External	21 - Toilet - Male (external)	12 m ²
	22 - Toilet - Disabled (external)	6 m ²
	23 - Toilet - Female (external)	12 m ²
Store - External	25 - Store - external	10 m ²
	26 - Store - external	10 m ²
	27 - Store - external	29 m ²

AUBIN GROVE SPORTING FACILITY, Aubin Grove

Drawn by Asset Services - February 2014

NATIS SCAN



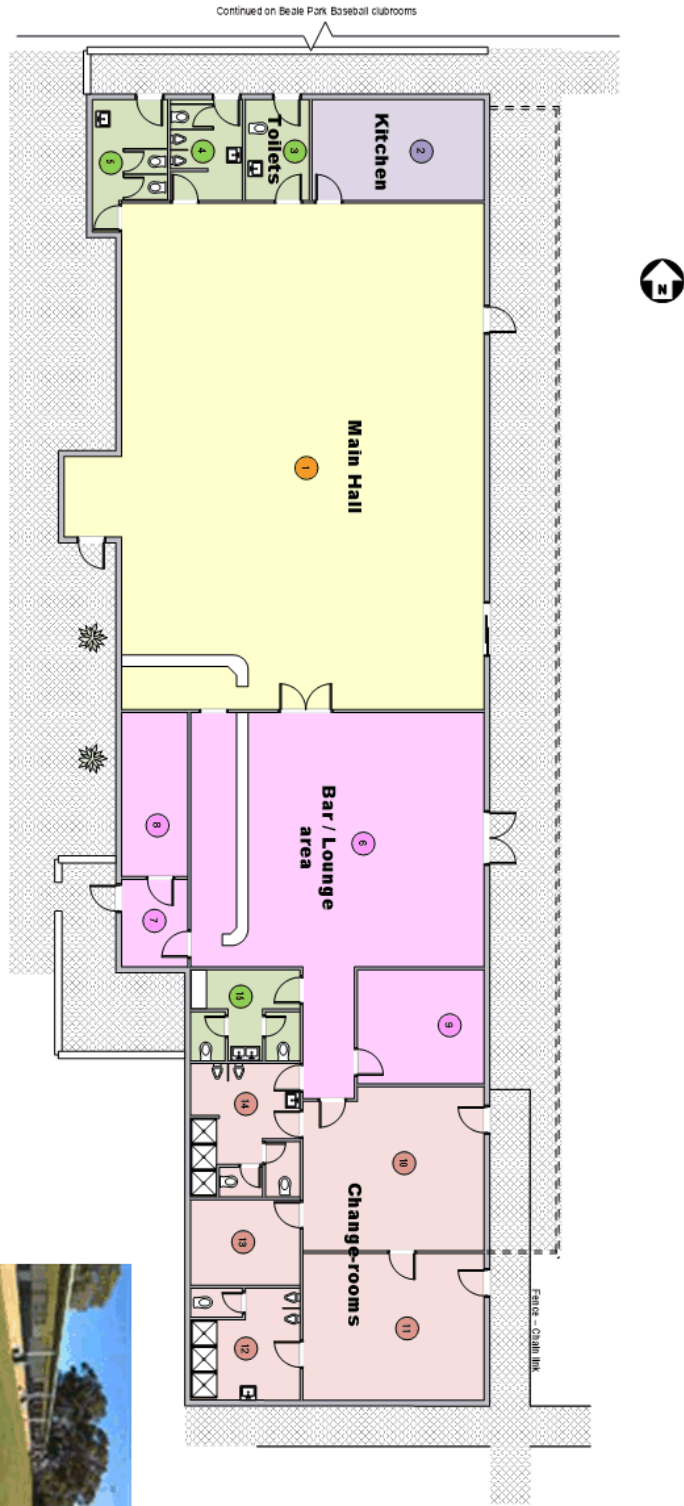


NetB Scale
 Drawn by Asset Services – February 2014

BANJUP COMMUNITY HALL, BANJUP

KEY to room numbers and floor area

Main hall	185 m2	Change-rooms	12 m2
1 – Main hall	17 m2	6 – Change room – Female	12 m2
2 – Kitchen	4.5 m2	8 – Change room – Male	12 m2
3 – Passage	2 m2	External Store	
4 – Cleaner's store	18 m2	10 – External Store	
Toilets – Internal	5 m2	11 – External Store	
5 – Toilet – Female	12 m2		
7 – Toilet – Disabled			
9 – Toilet – Male			



KEY TO ROOM NUMBERS AND FLOOR AREA

Main Hall		
1 - Main Hall	240	m ²
Kitchen		
2 - Kitchen	22	m ²
Toilets		
3 - Toilet - Disabled off hall	8	m ²
4 - Toilet - Male off hall	10	m ²
5 - Toilet - Female off hall	10	m ²
13 - Toilet - Female	10	m ²
Bar / Lounge area (multi-purpose area)		
6 - Bar / Lounge area	90	m ²
7 - Rear entry /oyer	9	m ²
8 - Cool room	15	m ²
9 - Office	12	m ²
Change-rooms		
10 - Change room 1	55	m ²
11 - Change room 2	36	m ²
12 - Toilet & showers 2	9	m ²
13 - Physiotherapy	9	m ²
14 - Toilet & showers 1	10	m ²

BEALE PARK CLUBROOMS, Spearwood

Car Park is a RSPHC

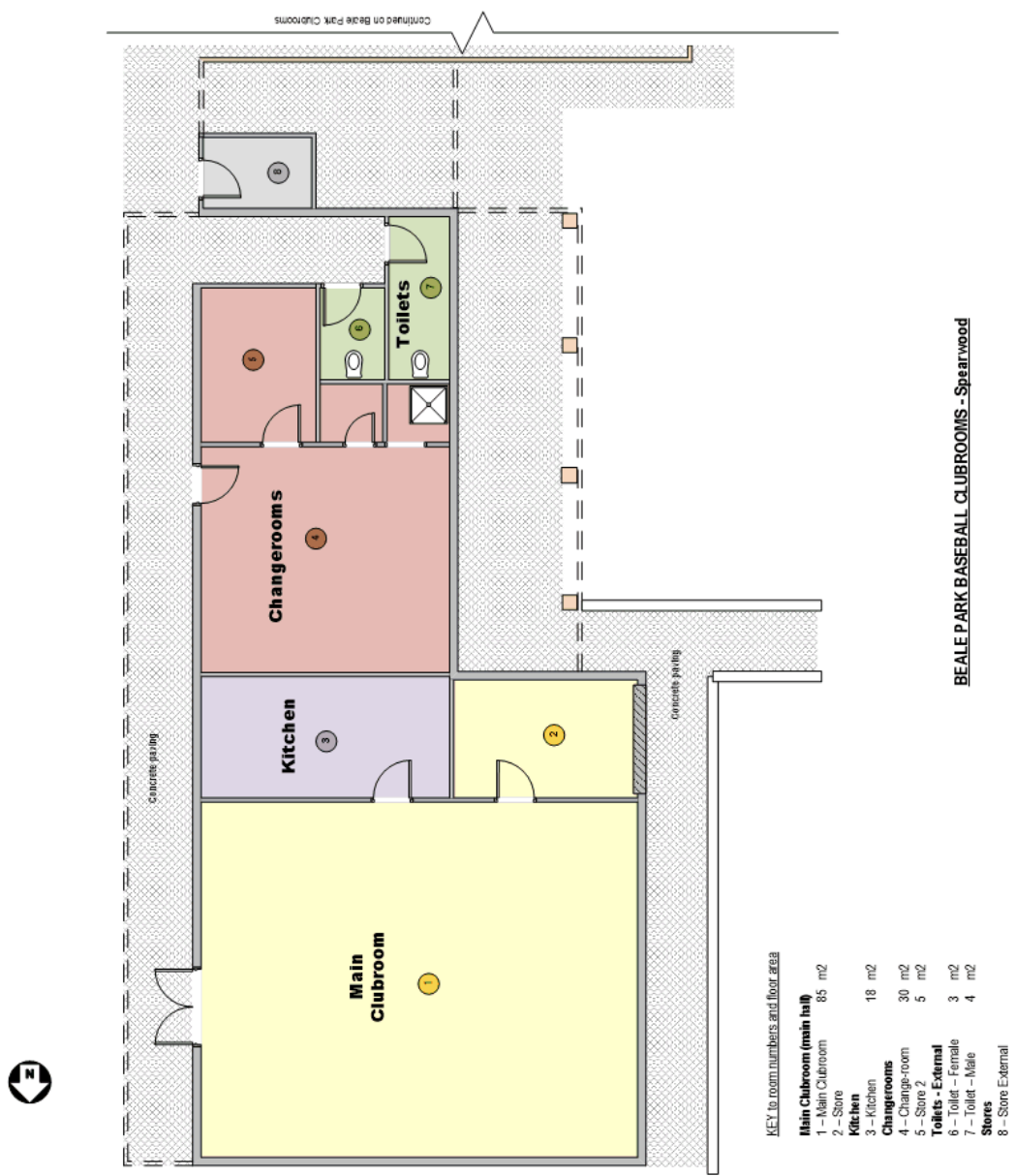


Drawn by Asset Services - February 2014





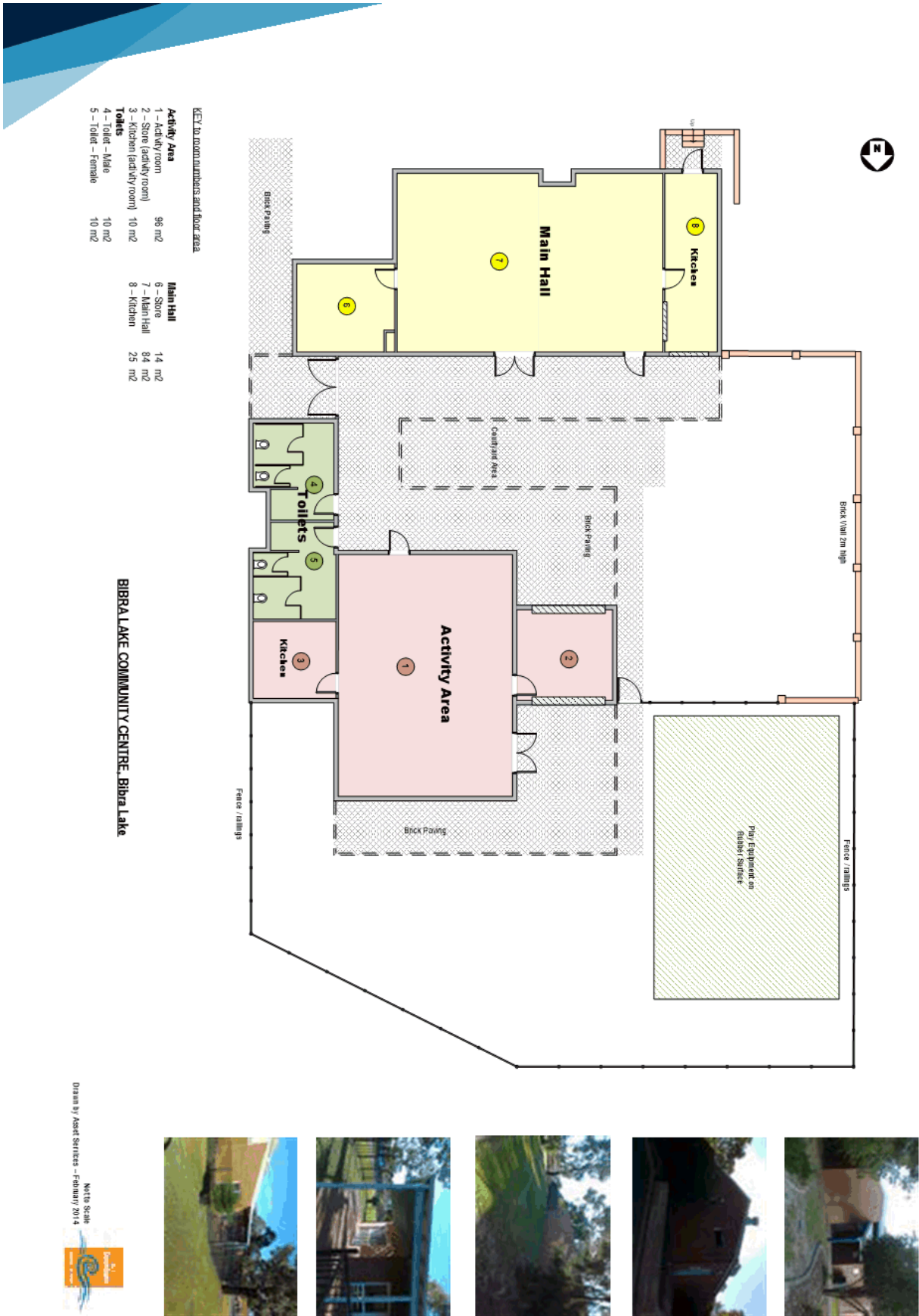
NOT TO SCALE
 Drawn by Asset Services - March 2014



BEALE PARK BASEBALL CLUBROOMS - Spearwood

KEY to room numbers and floor area

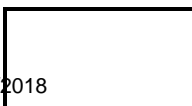
Main Clubroom (main hall)	
1 - Main Clubroom	85 m ²
2 - Store	
Kitchen	
3 - Kitchen	18 m ²
Changerooms	
4 - Change-room	30 m ²
5 - Store 2	5 m ²
Toilets - External	
6 - Toilet - Female	3 m ²
7 - Toilet - Male	4 m ²
Stores	
8 - Store External	



Drawn by Asset Services - February 2014
 Nette Seab
 Bibralake Community Centre



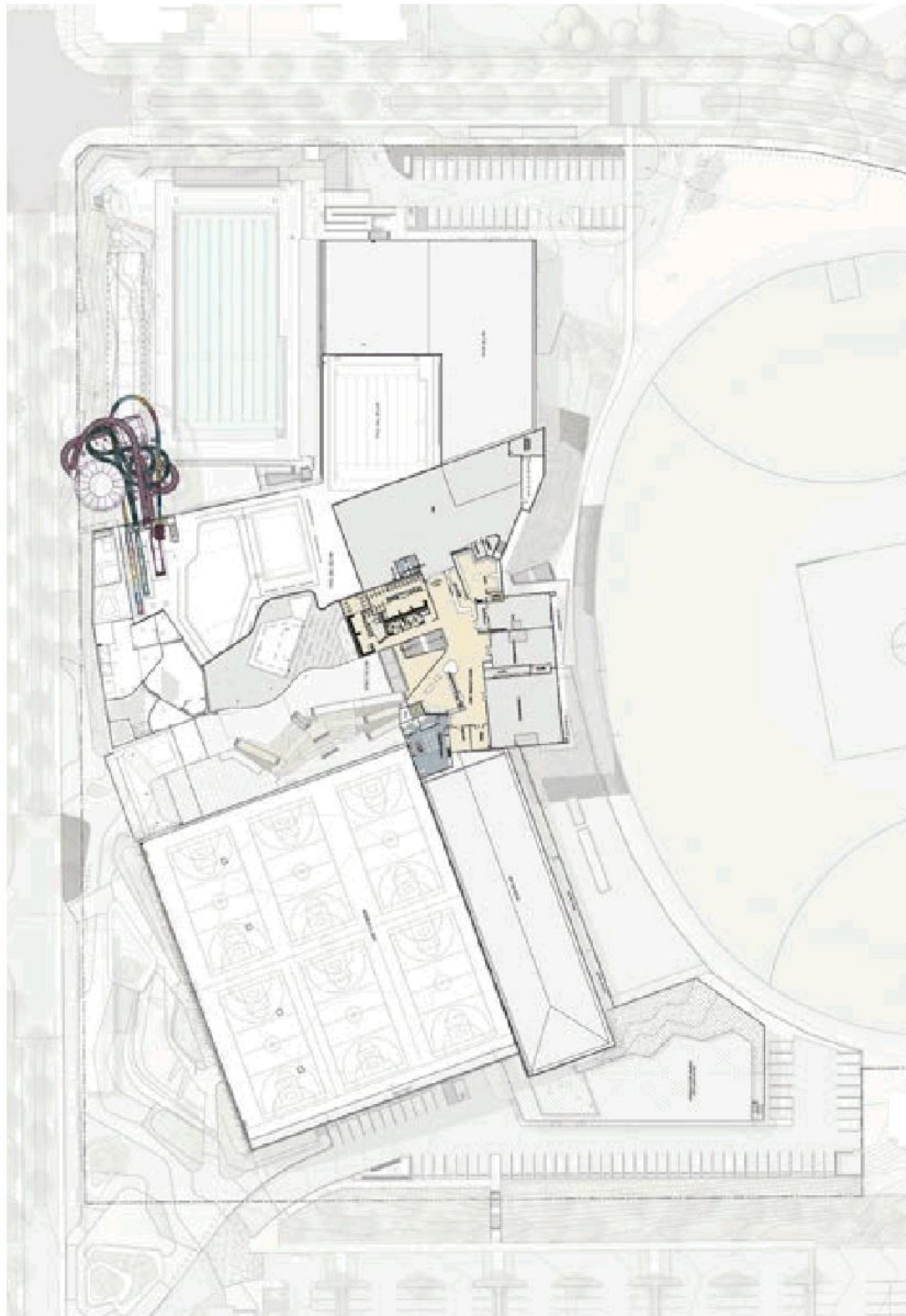
Cockburn ARC Lower Ground



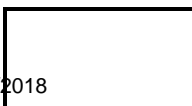


Cockburn ARC Upper Ground





Cockburn ARC Level One





Not to Scale
 Drawn by Asset Services - March 2014



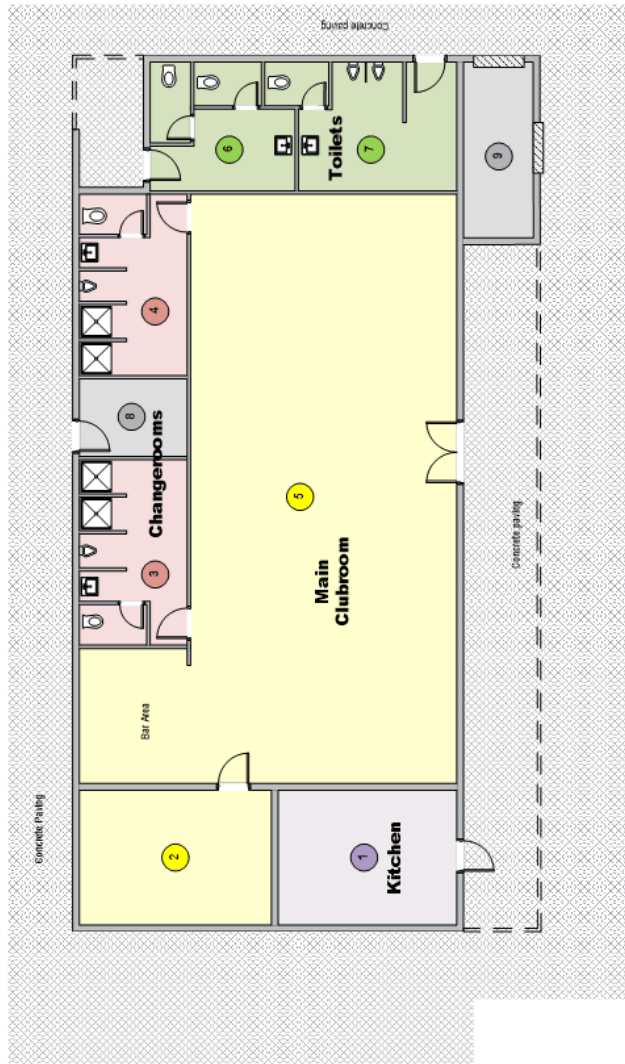
EAST BEELAIR COMMUNITY CENTRE, Beelair



Notes Scale
 Drawn by Asset Services - March 2014



Car park to in ASpec



KEY to room numbers

Room Name	Area (m ²)
Kitchen	18 m ²
1 - Kitchen	18 m ²
Main Clubroom	16 m ²
2 - Store (lean room)	16 m ²
Change-rooms	112 m ²
3 - Change room - Male	12 m ²
4 - Change room - Female	12 m ²
Toilets - External	12 m ²
6 - Toilet - Public - Female	12 m ²
7 - Toilet - Public - Male	12 m ²
External Store	12 m ²
8 - Store	12 m ²
9 - Store	12 m ²

GOODCHILD PARK CLUBROOMS, Hamilton Hill

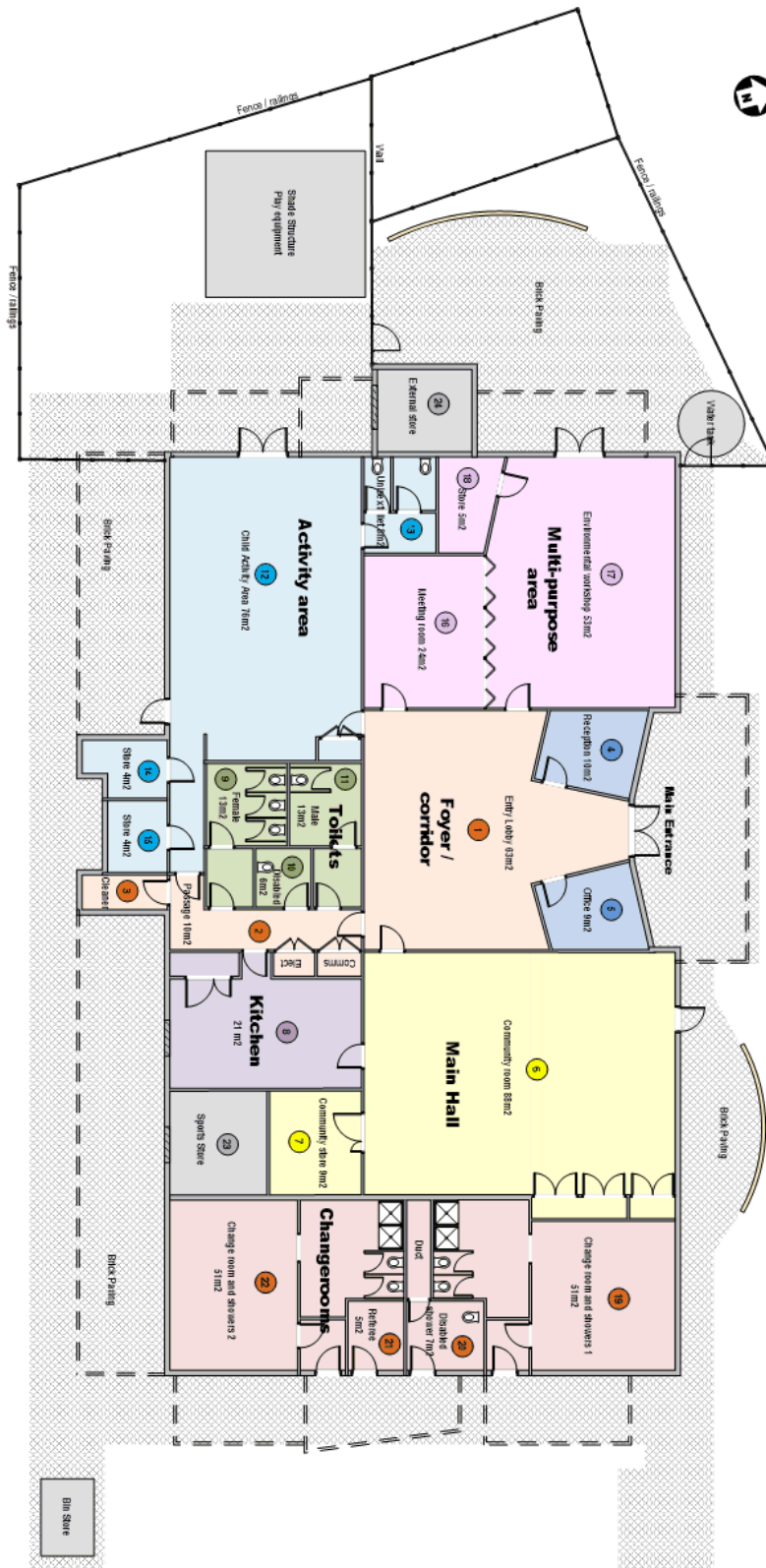


Drawn by Asset Services - February 2014
 Net to Scale



HARVEST LAKES COMMUNITY CENTRE, Aerial

North Star
Drawn by Asset Services - February 2014





KEY to room numbers and floor areas

Main Hall	
1 – Main Hall	230 m2
2 – Store 2	12 m2
3 – Store 1	14 m2
Toilets	
4 – Toilet – Female	10 m2
5 – Toilet – Disabled	8 m2
7 – Toilet – Male	12 m2
Kitchen	
6 – Kitchen	11 m2

JANDAKOT HALL
Anning Park – SOUTH LAKE

Not to Scale
Drawn by Asset Services – March 2014





LEN PAKKHAM CLUBROOMS, COOLBELLUP

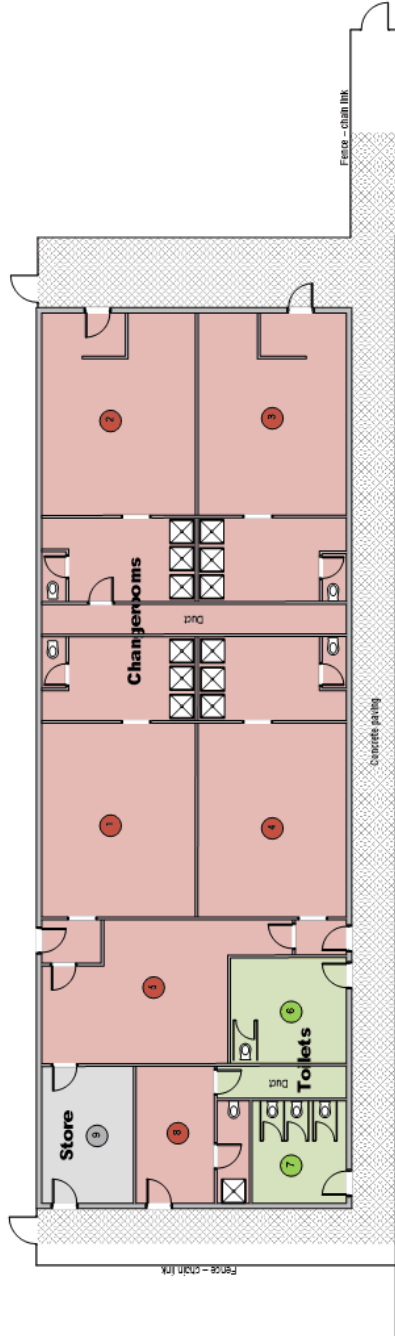


KEY TO ROOM NUMBERS AND SIZES

Foyer	1	24 m2
1- Entry lobby	11	3 m2
2- Change room	2	13 m2
3- Main Hall	3	180 m2
4- Car store	4	28 m2
KITCHEN		
5- Kitchen	5	36 m2
7- Kitchen Store 1	7	2.25 m2
Toilets		
8- Toilet - Female	8	20 m2
9- Toilet - Disabled	9	4 m2
10- Toilet - Male	10	28 m2
Change rooms		
13- Change room 1	13	8 m2
14- Change room 2	14	56 m2
15- Kitchen - External (multi purpose area)	15	56 m2
16- Toilet - External tennis room	16	2 m2
17- Store - External Tennis room	17	9 m2
Stores - External		
18-21 Tennis stores 1, 2, 3 & 4		

Drawn by / Asset Services - February 2019





KEY to room numbers and floor areas

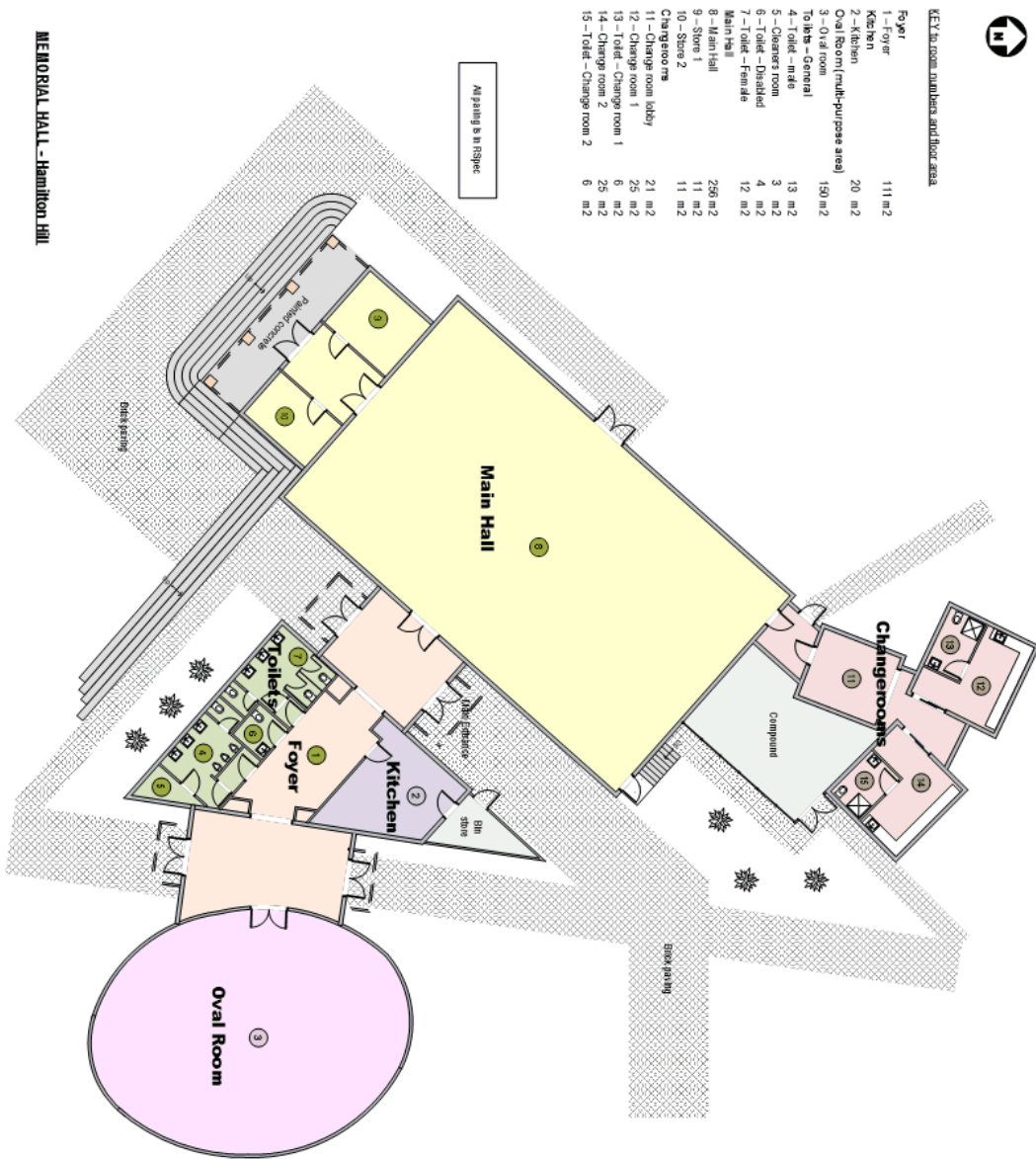
Change rooms	14 m ²
1 - Change room 1 (NW)	14 m ²
2 - Change room 2 (NE)	14 m ²
3 - Change room 3 (SE)	14 m ²
4 - Change room 4 (SW)	14 m ²
5 - Team area	10 m ²
6 - Referees room	10 m ²
Toilets - External	10 m ²
7 - Toilet - Male	10 m ²
8 - Toilet - Female	10 m ²
Store	
9 - Store	



LUCIUS PARK CLUBROOMS - Hamilton Hill



Drawn by Asset Services - February 2014
 Net's Scale

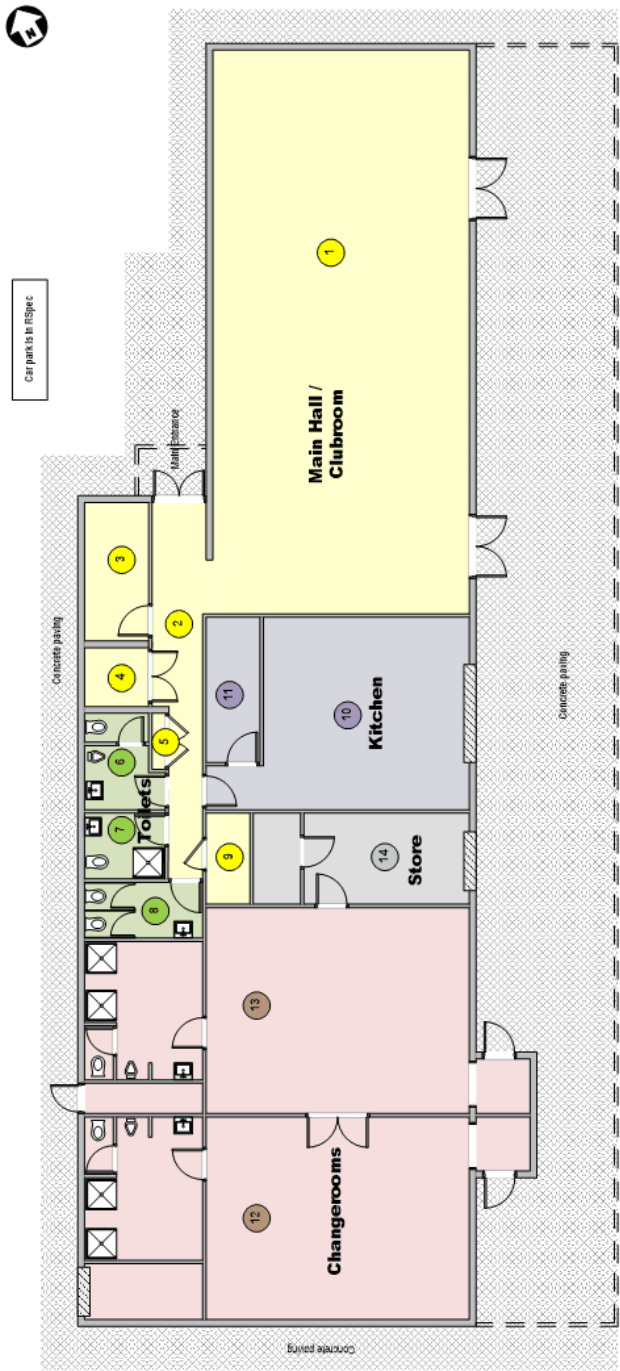


MEMORIAL HALL - Hamilton Hill



North Scale
Drawn by Asset Services - April 2014





KEY to room numbers and floor areas

Main hall / clubroom	
1 - Main hall	135 m ²
2 - Passage	16 m ²
3 - Office	9 m ²
4 - Urinals store	3 m ²
5 - Cleaners store	1 m ²
8 - Store	2 m ²
Toilets	
6 - Toilet - Male	3 m ²
7 - Toilet - Disabled	3 m ²
8 - Toilet - Female	3 m ²
Kitchen	
10 - Kitchen	37 m ²
11 - Pantry	7 m ²
Changerooms	
12 - Change room & showers 1	68 m ²
13 - Change room & showers 2	68 m ²
Store - External	
14 - External store	8 m ²

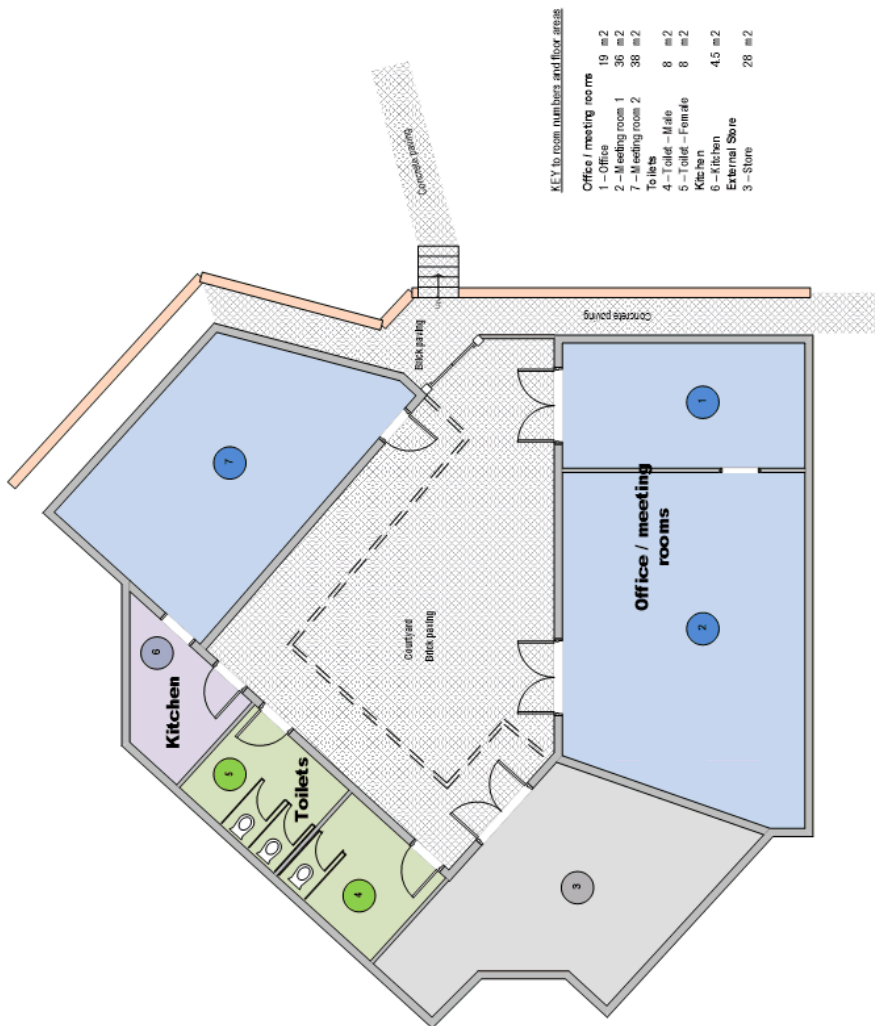


Netto Scale
Drawn by Asset Services - March 2014

SANTICH PARK CLUBROOMS, MUNSTER



Drawn By: Asset Services - February 2014
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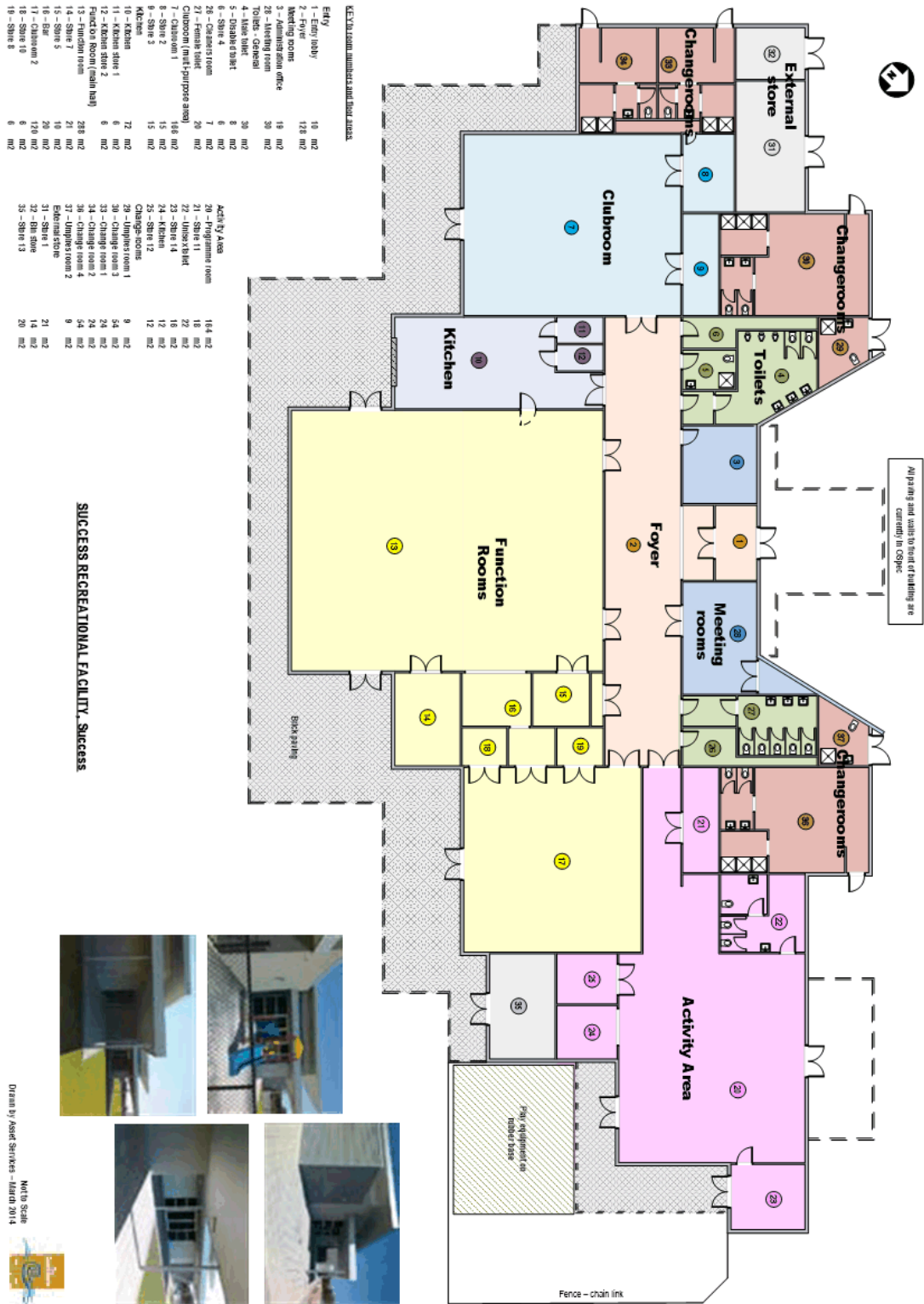


KEY TO room numbers and floor areas

Room / meeting room	Floor area (m ²)
1 - Office	19
2 - Meeting room 1	36
7 - Meeting room 2	38
Toilets	
4 - Toilet - Male	8
5 - Toilet - Female	8
Kitchen	
6 - Kitchen	4.5
External Store	
3 - Store	28

SOUTHWELL COMMUNITY CENTRE - Hamilton Hill





Drawn by Asset Services - March 2014

ROLES & RESPONSIBILITIES





ROLES & RESPONSIBILITIES

Local Roles and Responsibilities

Detailed within Table 7 are the roles and responsibilities of City staff involved in the City's response during an emergency event. The list is not exhaustive and depending on the size and complexity of an emergency event, the City's Management may elect to add additional support roles as required to form a LRGC.

The roles below have been identified to ensure the City can meet the needs of the community during an emergency but also compliant to the City's responsibilities under *Section 36 of the Emergency Management Act 2005*.

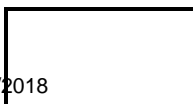
[Table 7 - City of Cockburn Appointed Roles](#)

Local Role	Description of Responsibilities
Council Spokesperson	This role will be undertaken by an elected member, most likely the Mayor or Deputy Mayor. The role is to assist disseminate key information to the public and liaise with the Media on behalf of Council. The role will also assist with meeting with high profile visitors and community members.
Local Recovery Coordinator	To ensure the development and maintenance of effective recovery management arrangements for the City of Cockburn. In conjunction with the local recovery committee to implement a post incident recovery action plan and manage the recovery phase of the incident.
Emergency Management Coordinator	During an emergency the Emergency Management Coordinator attends ISG meetings to represent the City of Cockburn, provides local knowledge input and provides details contained in the LEMA. This role provides advice to City management on the response when required.
Emergency Welfare Liaison Officer	During an evacuation where a City of Cockburn facility is utilised by Department of Communities (DoC) provide advice, information and resources regarding the operation of the facility.
Emergency Liaison Officer (to the ISG/IMT)	During a major emergency the liaison officer assist the Recovery Coordinator and Emergency Management Coordinator by attending ISG meetings to represent the City of Cockburn, provides local knowledge input and provides details contained in the LEMA
Emergency Communications Officer	During a major emergency the Emergency Communications Officer provides updates and distributes media communications as required in accordance with 5.3.1 of the State Emergency Management Policy and the City of Cockburn Crisis Communications Plan.
Emergency Support Officer	The Emergency Support Officer will provide logistical support and clerical assistance to all City of Cockburn staff activated during an emergency event.



In addition to the roles designated within Table 7, the Local Recovery Coordinator is appointed under Section 41(4) of the Emergency Management Act 2005 and as such will need to ensure the following activities are under taken;

- Prepare, maintain and exercise the Local Recovery Plan
- Assess the community recovery requirements for each emergency
- Provide advice to the City's Mayor/CEO on the requirement to activate the Plan and convene the LRCG
- Provide advice to the LRCG
- Facilitate the acquisition and the appropriate application of materials, staff and financial resources
- Coordinate local recovery activities in accordance with plans, strategies and policies determined by the LRCG
- Monitor the progress of recovery and provide periodic reports to the LRCG
- Liaise with the State Recovery Coordinator on issues where State-level support is required or where there are problems with local services
- Ensure that regular reports are made to the State Recovery Coordination Group on the progress of recovery
- Arrange for the conduct of a debriefing of all participating agencies and organisations as soon as possible after stand-down
- Ensure that immediate and long-term individual and community needs are met
- During non-disaster periods, work in partnership with emergency management agencies to increase recovery awareness and promote recovery planning with key stakeholders.





Activation of City Staff

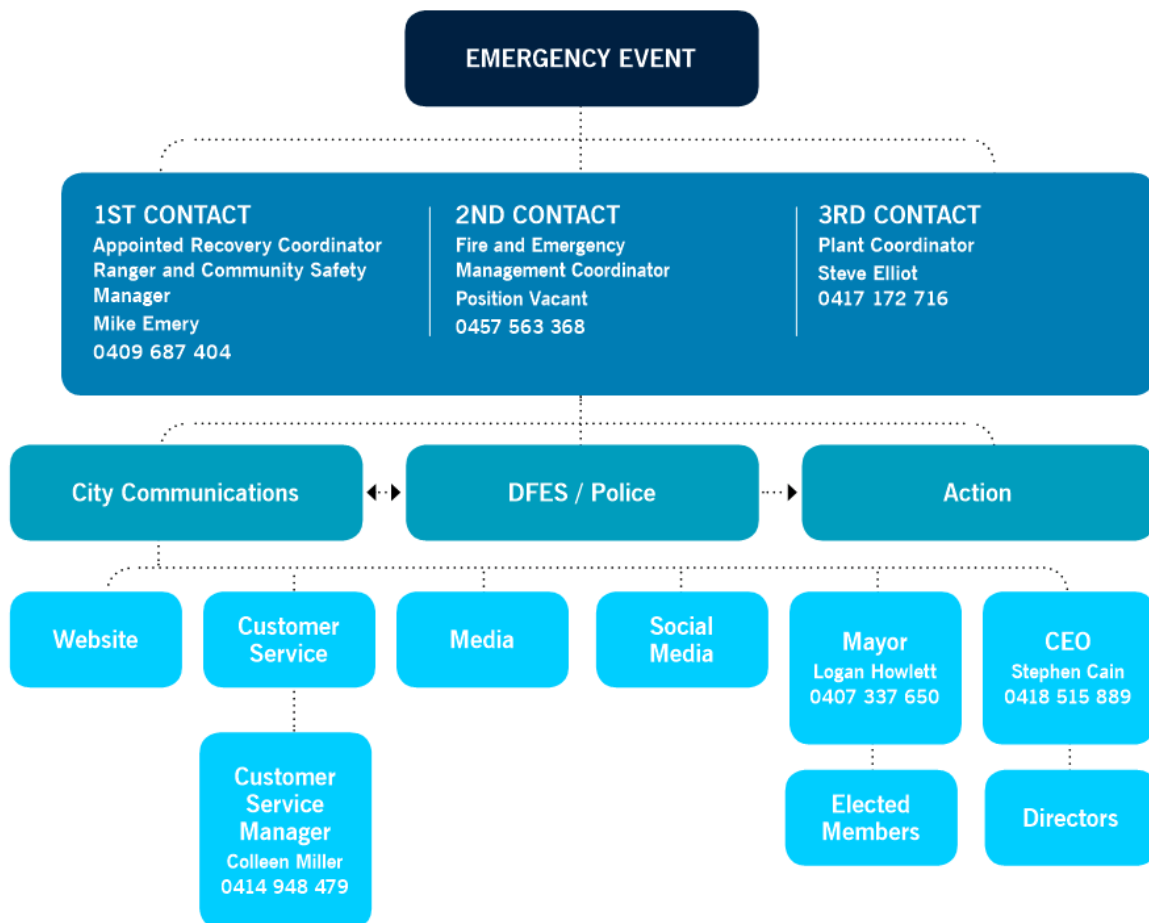
The City has a progressive activation process of its staff to assist in emergencies. Ensuring the call out staff is efficient, the City should be advised of all escalating emergencies as soon as possible. The City can assist the Combat Agency with support, local knowledge and if possible assistance.

Activating City staff at the onset of an emergency will allow for improved transition to recovery, assistance in the development of the Comprehensive Impact Assessment Form (Appendix 4) and the Operational Recovery Plan.

The City has a rotational roster of three emergency contacts, these contact can be used to active the City's support to emergencies.

Figure 1 below is the City designated callout process for all emergencies, relating to community or organisational.

Figure 4 - Activation of City Staff





Emergency Management Activation Kit

The City has an Emergency Management Activation Kit stored at the City depot. Items within the kit include a tablet computer and wireless internet access modem to register evacuees with the Red Cross Register.Find. Reunite service.

Additional Evacuation caches are stored at the following locations;

- Beeliar Community Centre
- Cockburn ARC
- Wally Hagen Stadium
- Cockburn Seniors Centre
- Success Regional Sports Centre

The activation caches include;

- Various stationery
- Note pads and clip board files
- Green National Registration & Inquiry System forms and instructions
- Torch (with batteries) or wind up torch
- City of Cockburn Emergency Tabards
- Mobile phone charger to suit staff phones
- Wet ones and antiseptic gel
- Rubbish bags

If City staff assist at an Emergency Evacuation Centre, it is important they wear the City's Emergency Tabards. These Tabards help assist evacuees understand which agency is represented at the Evacuation Centre and the role of individual officers.

[Image 1 - City of Cockburn Emergency Identification Tabard](#)





LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC)

LEMC Roles and Responsibilities

The City of Cockburn has established a LEMC under *Section 38(1)* of the *Emergency Management Act 2005* to oversee, plan and test the LEMA.

The LEMC includes representatives from agencies, organisations and community groups that are relevant to the identified risks and emergency management arrangements for the community.

The LEMC is not an operational committee but rather the organisation established by the City to assist in the development of local emergency management arrangements for its district.

- The LEMC plays a vital role in assisting our communities become more prepared for major emergencies by
- Developing, enhancing and testing preparedness planning from a multi-agency perspective having local knowledge of hazards, demographic and geographic issues; they provide advice to Hazard Management Agencies to develop effective localised hazard plans
- Providing a multi-agency forum to analyse and treat local risk
- Providing a forum for multi-agency stakeholders to share issues and learnings to ensure continuous improvement.

The LEMC membership must include at least one local government representative and the Local Emergency Coordinator. Relevant government agencies and other statutory authorities will nominate their representatives to be members of the LEMC.

The City's LEMC membership composition will change from time to time and change in size depending risk and emergency events. Appendix 2 will be updated quarterly to ensure its accuracy. Updated list will be sent to the Office of Emergency Management and the LEMC members.

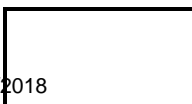
The term of appointment of LEMC members shall be determined by the City of Cockburn in consultation with the parent organisation of the members.





Table 8 - LEMC Roles & Responsibilities

Local Role	Description of Responsibilities
LEMC Chair	Provide leadership and support to the LEMC to ensure effective meetings and high levels of emergency management planning and preparedness for the City district is undertaken.
LEMC Executive Officer	Provide executive support to the LEMC by: <ul style="list-style-type: none"> • Provide secretariat support including: <ul style="list-style-type: none"> – Meeting agenda; – Minutes and action lists; – Correspondence; – Committee membership contact register; • Coordinate the development and submission of committee documents in accordance with legislative and policy requirements including: <ul style="list-style-type: none"> – Annual Report; – Annual Business Plan; – LEMA; • Facilitate the provision of relevant emergency management advice to the Chair and committee as required; and • Participate as a member of sub-committees and • working groups as required.





LEMC Functions

The LEMC functions are defined by section 39 of the EM Act in relation to the district or area for which it is established to:

- Advise and assist the Local Government in ensuring LEMA are established for its district; – liaise with public authorities and other persons in the development, review and testing of LEMA;
- Carry out other EM activities as directed by the OEM or prescribed in the EM Regulations;
- Prepares and submits to the DEMC for the district an annual report on its activities undertaken during the financial year (s. 40(1) EM Act);
- Must exercise local-level arrangements at least annually (State EM Policy Section 4.8);
- Must conduct at least one local-level exercise involving their local government area at least annually and ensure scenarios applied consider a range of situations and extend beyond those that exercise only limited parts of the arrangements as they apply to specific HMA exercises (State EM Policy Section 4.8);
- Must share information on planned exercises with its DEMC (State EM Policy Section 4.8);
- Must provide copies of post-exercise reports for each local-level exercise conducted to the DEMC Chair for inclusion in the OEM's annual report (State EM Policy Section 4.11);
- Local governments, HMAs, relevant EMAs (i.e. Support Organisations) and Controlling Agencies, in consultation with relevant LEMCs, must identify and advise of refuge sites and evacuation centres appropriate for the hazard (State EM Policy Section 5.7); and
- Must ensure LEMA identify appropriate facilities and existing infrastructure within their boundaries are available for use by EMAs (including the CPFS) or note where there are no facilities (State EM Policy Section 5.9.5).



LEMC Meeting Schedule

To ensure the City of Cockburn LEMC is able to complete its objectives defined within *LEMC Functions* section of these arrangements table 9 (below) suggests Agenda items to be considered by the Committee.

[Table 9 - Meeting Schedule](#)

Meeting Period	Proposed Agenda Items
1 st Quarter	<ul style="list-style-type: none"> Workshop/ finalise LEMC Business Plan for the next reporting period Seasonal preparedness – All Hazard
2 nd Quarter	<ul style="list-style-type: none"> Review State Preparedness report Review Local Recovery Arrangements Seasonal Preparedness - Bushfire
3 rd Quarter	<ul style="list-style-type: none"> Review State Preparedness report Review Local Recovery Arrangements Seasonal Preparedness – All Hazard
4 th Quarter	<ul style="list-style-type: none"> Finalise & approve LEMC Annual Report Finalise LEMC Exercise Schedule Seasonal Preparedness – Storm

Annual Reporting

The Annual Report of the LEMC is to be completed and submitted to the District Emergency Management Committee (DEMC) within 2 weeks of the end of the financial year for which the annual report is prepared. The LEMC is required to submit a signed hard copy of the Annual Report to the Executive Officer of the DEMC. The Office of Emergency Management issue the Annual Report template.

The information provided by the LEMC annual report is collated into the Office of Emergency Management Annual Report which is tabled in State Parliament.



AGENCY ROLES AND RESPONSIBILITIES

In the event of an emergency, the City of Cockburn will need to liaise with a range of state agencies who will be involved in the operational aspects of the emergency. The following table summarises the key roles

Table 10 - Agency Roles and Responsibilities

Agency Roles	Description Of Responsibilities
Controlling Agency	<p>A Controlling Agency is an agency nominated to control the response activities to a specified type of emergency. In most instances, when an incident escalates to become an emergency, the Controlling Agency and the HMA are the same agency. [s 5.2.1 EM Policy]</p> <p>The function of a Controlling Agency is to;</p> <ul style="list-style-type: none"> • Undertake all responsibilities as prescribed in Agency Specific legislation for Prevention and Preparedness. • Control all aspects of the response to an incident. <p>During Recovery the Controlling Agency will ensure effective transition to recovery.</p>
Hazard Management Agency	<p>A hazard management agency is 'to be a public authority or other person who or which, because of that agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for emergency management, or the prescribed emergency management aspect, in the area prescribed of the hazard for which it is prescribed.' [EM Act 2005 s4]</p> <p>The HMAs are prescribed in the Emergency Management Regulations 2006.</p> <p>Their function is to:</p> <ul style="list-style-type: none"> • Undertake responsibilities where prescribed for these aspects [EM Regulations] • Appoint Hazard Management Officers [s55 Act] • Declare / revoke emergency situation [s 50 & 53 Act] • Coordinate the development of the Westplan for that hazard [State EM Policy Section 1.5] • Ensure effective transition to recovery by the City.
Combat Agency	<p>A Combat Agency as prescribed under <i>subsection (1)</i> of the <i>EM Act</i> is to be a public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources, is responsible for performing an emergency management activity prescribed by the regulations in relation to that agency.</p>
Support Organisation	<p>A public authority or other person who or which, because of the agency's functions under any written law or specialised knowledge, expertise and resources is responsible for providing support functions in relation to that agency. (State EM Glossary)</p>



MANAGING RISK





MANAGING RISK

Emergency Risk Management

Risk management is a critical component of the emergency management process. Building a sound understanding of the hazards and risks likely to impact the community enabling the City of Cockburn and its LEMC to work together to implement treatments.

This process helps to build the capacity and resilience of the community and organisations which enable them to better prepare for, respond to and recover from a major emergency. The process and mandate for local governments to undertake risk management is detailed in *State EM Policy Section 3.2*.

Currently, the City of Cockburn is undertaking a review of the current Emergency Risk Management Plan (ERMP) in accordance with the State Risk Project, being managed by the Officer of Emergency Management. Once the ERMP is completed, a risk register will be added as a sub-plan of these LEMA.

Description of Emergencies Likely to Occur

Table 11 below provides a brief extract of emergencies likely to occur within the City of Cockburn. Notwithstanding the ERMP processes currently being undertaken, the below data was gained from hazard advice received through members of the City's LEMC.



Table 11 - Description of emergencies likely to occur

Hazard	Hazard	Hazard Management Agency	Associated Organisations
1	Air Crash	Commissioner of Police	WA Police
2	Fire	Fire and Emergency Services Commissioner	<ul style="list-style-type: none"> Department of Fire and Emergency Services (DFES) within gazetted fire districts or where DFES brigade or unit established; Department of Parks and Wildlife (P&W) on land it manages outside gazetted fire districts; and Local Government in local government districts outside of gazetted fire districts and P&W land.
3	Heatwave	State Health Coordinator	WA Health
4	Actual or impending spillage, release or escape of oil or an oily mixture that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment (marine oil pollution)	Marine Safety, General Manager	Department of Transport (DoT), Marine Safety <ul style="list-style-type: none"> State waters; shipping and pilotage waters; and Port waters (Level 2/3). Port Authority <ul style="list-style-type: none"> Port waters (Level 1). Petroleum titleholder <ul style="list-style-type: none"> State waters (Level 1).
5	Marine Search— for persons lost or in distress on inland waterways within the limits of a port or in a fishing vessel or pleasure craft within the limits of a port or at sea	Commissioner of Police	WA Police



Hazard	Hazard	Hazard Management Agency	Associated Organisations
6	Actual or impending event involving a ship that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment (marine transport emergency)	Marine Safety, General Manager	DoT Marine Safety <ul style="list-style-type: none"> State waters; shipping and pilotage waters; and port waters (Level 2/3). Port Authority <ul style="list-style-type: none"> port waters (Level 1).
7	Radiation Escape from a Nuclear Powered Warship	Commissioner of Police	WA Police
8	Rail Crash	PTA Network (passenger) - Public Transport Authority (PTA)	<ul style="list-style-type: none"> PTA; or WA Police or DFES, by agreement, following the declaration of an emergency situation or state of emergency or circumstance where the demands of the situation are deemed to exceed the capacity or capability of the PTA.
		ARC Infrastructure Network (freight) - ARC Infrastructure	<ul style="list-style-type: none"> ARC Infrastructure; or WA Police or DFES, by agreement, following the declaration of an emergency situation or state of emergency or circumstance where the demands of the situation are deemed to exceed the capacity or capability of ARC Infrastructure.
9	Road Crash	Commissioner of Police	WA Police
10	Storm	Fire and Emergency Services Commissioner	DFES
11	Animal or plant, pests or diseases	Agriculture Director General	Department of Agriculture and Food WA





Hazard	Hazard	Hazard Management Agency	Associated Organisations
12	Injury or threat to life of persons trapped by the collapse of a structure or landform (collapse)	Fire and Emergency Services Commissioner	DFES
13	Cyclone	Fire and Emergency Services Commissioner	DFES
14	Earthquake	Fire and Emergency Services Commissioner	DFES
15	Loss of or interruption to the supply of electricity that is capable of causing or resulting in loss of life, prejudice to the safety, or harm to the health, of a person (electricity supply disruption)	Coordinator of Energy	Public Utilities Office, Department of Finance (Note: Infrastructure Operators are considered the Controlling Agencies for physical restoration of supply.)
16	Flood	Fire and Emergency Services Commissioner	DFES
17	Loss of or interruption to the supply of natural gas, that is capable of causing or resulting in loss of life, prejudice to the safety, or harm to the health, of a person (gas supply disruption)	Coordinator of Energy	Public Utilities Office (Note: Infrastructure Operators are considered the Controlling Agencies for physical restoration of supply.)
18	Actual or impending spillage, release or escape of a biological substance that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment.	State Health Coordinator	WA Health



Hazard	Hazard	Hazard Management Agency	Associated Organisations
19	Actual or impending spillage, release or escape of a (a) chemical, (b) radiological or (c) other substance (HAZMAT) that is capable of causing loss of life, injury to a person or damage to the health of a person, property or the environment	Fire and Emergency Services Commissioner	DFES
20	Human Epidemic	State Human Epidemic Controller	WA Health
21	Land Search – for persons lost or in distress, that requires a significant coordination of search operations	Commissioner of Police	WA Police
22	Loss of or interruption to the supply of liquid fuel as defined in the Liquid Fuel Emergency Act 1984 (Cwlth) section 3(1), that is capable of causing or resulting in loss of life, prejudice to the safety, or harm to the health, of a person (liquid fuel supply disruption)	Coordinator of Energy	Public Utilities Office (Note: Infrastructure Operators are considered the Controlling Agencies for physical restoration of supply.)
23	Space Re-entry Debris	Commissioner of Police	WA Police
24	Terrorist Act	Commissioner of Police	WA Police
25	Tsunami	Fire and Emergency Services Commissioner	DFES

Hazards are not in order of likelihood to occur.





These arrangements are based on the premise that the Controlling Agency is responsible for the above risks and will develop, test and review appropriate emergency management plans for their respected hazard(s).

Emergency Management Strategies and Priorities

Table 12 Priority risks identified within table 11 (above) based on likelihood of these event occurring.

[Table 12 - Risk Strategies](#)

Priority	Strategy
Fire	Refer to Bushfire Risk Management Plan ¹
Road Crash	Existing engineering controls in place ¹
Storm	Existing Response Plan ¹
Marine Search	Existing Response Plan ¹
Marine Oil Pollution	Existing regulatory controls ¹
Air Crash	Existing regulatory controls ¹
Marine Transport Emergency	Existing regulatory controls ¹
Rail Crash	Existing regulatory controls ¹
Heatwave	Existing Response Plan ¹
Flood	Existing regulatory controls ¹

¹ Final treatment strategies will finalised upon completion of the City of Cockburn Community Emergency Risk Management Plan.



COORDINATION OF EMERGENCY OPERATIONS

It is recognised that the HMAs and combat agencies may require local government resources and assistance in emergency management. The City of Cockburn is committed to providing assistance/support if the required resources are available through the Incident Support Group when and if formed.

Incident Support Group (ISG)

The ISG is convened by the Controlling Agency appointed Incident Controller to assist in the overall coordination of services and information during a major incident. Coordination is achieved through clear identification of priorities by agencies sharing information and resources.

The role of the ISG is to provide support to the incident management team. The ISG is a group of people represented by the different agencies who may have involvement in the incident.

Triggers for an ISG

The triggers for an incident support group are defined in State EM Policy Statement 5.2.2 and State EMP Plan Section 5.1. These are;

- a) Where an incident is designated as Level 2 or higher; or
- b) Multiple agencies need to be coordinated.

Membership of an ISG

The ISG is made up of agencies' representatives that provide support to the Controlling Agency. Emergency Management Agencies may be called on to be liaison officers on the ISG.

The recovery coordinator should be a member of the ISG from the onset, to ensure consistency of information flow, situational awareness and handover to recovery.

The representation on this group may change regularly depending upon the nature of the incident, agencies involved and the consequences caused by the emergency.

Agencies supplying staff for the ISG must ensure that the representative(s) have the authority to commit resources and/or direct tasks.

Frequency of Meetings

The frequency of meetings will be determined by the Incident Controller and will generally depend on the nature and complexity of the incident. As a minimum, there should be at least one meeting per incident. Coordination is achieved through clear identification of priorities and objectives by agencies sharing information and resources.



Location of ISG Meetings

The Incident Support Group meets during an emergency and provides a focal point for a coordinated approach. The following table identifies suitable locations where it can meet within the District.

Table 13 provides a list of buildings that would be fit for use as an ISG meeting point.

[Table 13 - Possible ISG Meeting Locations](#)

Building Name	Address	Suitable Meeting Size	Equipment Available
City of Cockburn Administration Building	9 Coleville Crescent Spearwood	100+	Projector and conference facilities
City of Cockburn Operations Centre	52 Wellard Street Bibra Lake	40	Projector and conference facilities
Cockburn Volunteer Emergency Services Complex	91 Buckley street Cockburn Central	50	Presentation facilities
Cockburn ARC Function Room	31 Veterans Parade, Cockburn Central	25	

Entry into these building for ISG meeting will be facilitated by the City's Emergency Management Coordinator.



MEDIA MANAGEMENT AND PUBLIC INFORMATION

Communities threatened or impacted by emergencies have an urgent and vital need for information and direction. Such communities require adequate, timely information and instructions in order to be aware of the emergency and to take appropriate actions to safeguard life and property. The provision of this information is the responsibility of the Controlling Agency.

Public Warning Systems

During times of an emergency one of the most critical components of managing an incident is getting information to the public in a timely and efficient manner. This section highlights local communication strategies.

Media Holding Statements

The City of Cockburn Media and Communications service unit has prepared a number of all hazard media holding statements that may be used by the Council spokesperson or designated media officer.

These statements are part of the City of Cockburn Crisis Communications Plan.

Local Systems

The City of Cockburn has the below local based systems in place;

- FFRS App for mobilisation of volunteer SES and BFB units;
- Disaster Aware App for Cockburn Residents;
- City of Cockburn Facebook Page;
- City of Cockburn Twitter Account.

Within the City, all Perth Commercial radio channels are received, in addition to this there is are two local radio station Sport 91.3 FM and Radio Fremantle 107.9 FM which are both located at 153 Rockingham Rd, Hamilton Hill.





FINANCE AND SPONTANEOUS VOLUNTEERING ARRANGEMENTS

Management of Funds

State EM Policy Section 5.12, State EM Plan Section 5.4 and 6.10 and State EM Recovery Procedures 1-2) outlines the responsibilities for funding during multiagency emergencies. While recognising the above, the City of Cockburn is committed to expending such necessary funds within its current budgetary constraints as required to ensure the safety of its residents and visitors. The Chief Executive Officer should be approached immediately as an emergency event requiring resourcing by the City occurs to ensure the desired level of support is achieved

Public Appeals & State/Federal Support

The primary responsibility for safeguarding and restoring public and private assets affected by an emergency rests with the owner. Additional support for communities and individuals may be available through defined State/Commonwealth government assistance schemes including -

- Western Australian Natural Disaster Relief and Recovery Arrangements (WANDRRA);
- Commonwealth Natural Disaster Relief and Recovery Arrangements (NDRRA).

Government assistance schemes are not provided as an alternative to commercial insurance or other mitigation strategies.

Requests from individuals for relief aid over and above assistance available through defined State/Commonwealth government schemes may be referred to the LMDRF for consideration (See State Emergency Management Policy - State EM Recovery Procedure 1).

Donation of Goods

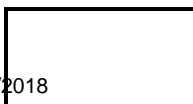
The City has entered into a Memorandum of Understanding with GIVIT. GIVIT offers all West Australian Local Governments a free Emergency Recovery Service that supports charities, front-line services, agencies and governments by coordinating the deluge of donations that commonly occurs post-emergency and ensures offers of good quality goods and services are allocated to meet specific need.

GIVIT's unique online portal allows the public and corporates to see exactly what is required by communities and enables people to pledge items and services to meet these needs.

GIVIT's virtual warehouse removes the need for front-line services to physically collect, sort and store donations. This significantly reduces the administrative and financial burden for recovery agencies and relieves the need to redirect valuable resources away from critical response and recovery activities.

Working with the City of Cockburn and frontline services, GIVIT will identify and, if necessary, broker donations to meet specific community needs.

Further Information on the activation of GIVIT is attached as appendix 3 of these Arrangements.





Spontaneous Volunteering

Potential spontaneous volunteers can be highly skilled and may have local knowledge, an understanding of available resources and the trust of the affected community. Using local spontaneous volunteers can aid with community recovery and help build community resilience.

Effective management of potential spontaneous volunteers offers an opportunity to direct individuals towards affiliation with agencies involved in response and recovery.

Volunteer Coordination

The City's Community Development Service area will oversee the coordination and enrolling spontaneous volunteers. This will include;

- liaising with the Recovery Coordinator to ascertain skills/capacity needs
- accepting referrals and conducting initial screening
- conducting spontaneous volunteer induction training
- incorporating the spontaneous volunteer into the agency's normal rostering system
- conducting spontaneous volunteer performance management.

Volunteer Insurance

Any registered volunteers (whether that be one-off or long term volunteers), inducted and acting under the direct control of the City are covered under the Volunteer Personal Accident policy.

The following policy benefits may apply in the event of a claim:

- Lump sum payment of up to \$1,000,000 for a permanent disablement;
- Weekly injury benefit of up to \$6,500 per week for up to 104 weeks– an income supplement if the volunteer is unable to undertake their usual employment;
- Broken bones benefit of up to \$5,000 – a lump sum payment if the person suffers a broken bone; and
- Non-Medicare medical expenses of up to \$20,000 – medical expenses incurred that are not eligible for any full or partial Medicare rebate. This expense cover does not include gap payment following a Medicare rebate.

Volunteer Reception Centres

The City will utilise the existing Cockburn Volunteer Resources Centre to register spontaneous volunteers.

The Resources centre is located at the City of Cockburn Senior's Centre 9 Coleville Crescent Spearwood. Should this facility not be appropriate, an alternative location will be designated by the Recovery Coordinator.



Registration Requirements

The minimal registration requirements for City support spontaneous volunteers will include;

- name
- age
- gender
- address
- contact details
- emergency contact details
- availability, both immediate and long term
- current occupation
- details of skills and previous expertise, particularly tasks performed recently
- details of previous emergency management experience
- languages spoken
- details of checks, licences etc
- details of any limitations (e.g. health)

Rostering

There is a duty of care to the spontaneous volunteer, the community in which they are working and the organisation that is deploying them. It is important to consider what an acceptable shift length is and how many shifts a volunteer can work before taking a break. Australian Red Cross guidelines, for example, state that staff and volunteers can be deployed for a maximum of five days before taking a two-day break. Each individual must have a minimum of 10 hours off between shifts.

Supervision

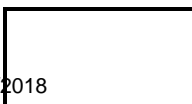
The level of supervision that is appropriate will depend on the task the spontaneous volunteer is being asked to complete and the level of previous experience they have. Regardless, it is important to buddy the spontaneous volunteer with someone who is more experienced. Avenue's to supervise volunteers via appropriate City staff should be considered. This ensures that they have someone to go to if they have questions about the task, their role or working with affected people.

Support

Some spontaneous volunteers may be affected by their volunteering experiences and require ongoing support. Ongoing support should be provide and depending on the scale of the emergency a specific plan is created to deal with ongoing support of volunteers is added to the Operation Recovery Plan.

Standing Down of Volunteers

Once the need for spontaneous volunteers is reduced and there is a normalisation of services, reaming volunteers will need to be stood down. The ending of spontaneous volunteers should happen at the earliest convenience and volunteers wishing to continue assisting the community should be directed to regular volunteer groups still assisting with the recovery effort.





Finance Arrangements and Donation of Goods Media Statement

The City has a number of media holding statements available within the appendix 3 of these Arrangements and the City's Crisis Communications Plan.

The following media statement may be used in the relation to the donation of goods, money or spontaneous volunteering if other preformed media statements are not relevant.

The City of Cockburn is not collecting physical donations. This may change in the future. At present our advice is to wait and see if physical donations are needed in the coming hours/days/weeks/months or to make a financial donation to the Lord Mayor's Distress Fund above. We will update our website as we hear more.

Please DO NOT take donations to the evacuation centre.

Community members may wish to register with Volunteering WA to assist in possible clean up and recovery activities. For further information on volunteering please visit <https://volunteeringwa.org.au/> or (08) 9482 4333



EVACUATION AND WELFARE

Evacuation

Comprehensive emergency management planning should involve planning for community evacuations. Although the actual act of evacuating a community is the responsibility of the Controlling Agency, the City with the assistance of its LEMC has clear responsibilities to undertake pre emergency evacuation planning. A comprehensive evacuation plan is of considerable value to all agencies with a role in evacuation and can be very effective in assisting the controlling agency to make timely and informed decisions.

Consideration also needs to be given to receiving evacuees from other local governments.

To assist with emergency evacuation planning, the Office of Emergency Management has endorsed the Western Australian Community Evacuation in Emergencies Guideline which has a section on pre emergency evacuation planning for local governments and LEMCs and dot point items for consideration.

Special Needs Groups

Due to the complexity of welfare for special needs groups, the City has created a Vulnerable Communities Plan.

The Vulnerable Communities Plan identifies a number of at risk communities such as schools, nursing homes, child care centres and caravan parks.

Routes & Maps

Access within the City of Cockburn is primary by the extensive bituminised road network, major entry's into the City are by the Kwinana Freeway and Roe Highway. Stock/Rockingham Road provided the main transport corridor for trucks moving to the Fremantle Port area and coastal industrial estates in the suburbs south of Perth.

The City would actively encourage all first responders to use the UBD mapping currently available.

Image 2 shows main arterial roads used by the community.

The City has two main rail lines within its municipal boundaries. Firstly, the passenger Perth to Mandurah network, running alongside the Kwinana Freeway, managed and maintained by the Public Transport Authority. The second line is runs across the City in an East to West direction, this rail network is primarily used for the transportation of bulk commodities, this occasionally includes lead concentrate from mining operations. The commercial rail network is managed by Brookfield Rail.

Jandakot Airport (Image 3) is located in the North Eastern corner of the City of Cockburn. Jandakot Airport is one of the busiest airports within the Australia, primarily supporting pilot training academies' and some smaller regional flights for the mining industry. A number of air transport companies provide dangerous goods aerial transportation from Jandakot Airport on a regular basis. Jandakot airport has three runways currently in use, with a fourth commencing construction. The existing runways are;





- 06L/24R - 1,392m × 30m;
 - 06R/24L - 1,150m × 18m; and
 - 12/30 - 990 m × 30 m.

The Largest aircraft flown into Jandakot to date is a Boeing 737. The Largest aircraft regularly flown from Jandakot is the Fairchild Metro II operated by Casair and Lear Jet 35A turbine aircraft. The Fairchild Metro II can hold up to 19 passengers, however due to Jandakot Runway length normally, holds 14 for mine site transfers. The Lear Jet 35A has a heavier maximum take-off weight but normally holds fewer passengers.

Within the City of Cockburn there are two jetties and the Port Coogee Marina complex. The jetties located at Woodman Point (historically referred to as Ammunition Jetty) and Coogee Beach. Both Jetties have restricted vehicle access.

The GPS coordinates are;

Coogee Beach Jetty – 383286 X - 6446519 Y

Woodman Point/Ammunition Jetty – 382899 X – 6445136 Y

The Port Coogee Marina Complex - 383047 - 6447613 Y

The Port Coogee Marina has six public berths. The public jetty (Jetty F) has a longer berthing face, but approximately 0.5 m shallower depths and the gate is locked between 8 pm and 8 am each night, the City's staff identified within *Activation of City Staff – figure 1* can assist with out of hours access.

Available depth, as of most recent 2012 survey: 3.4 m + tide (seabed level of -3.2 m Fremantle Low Water Mark).

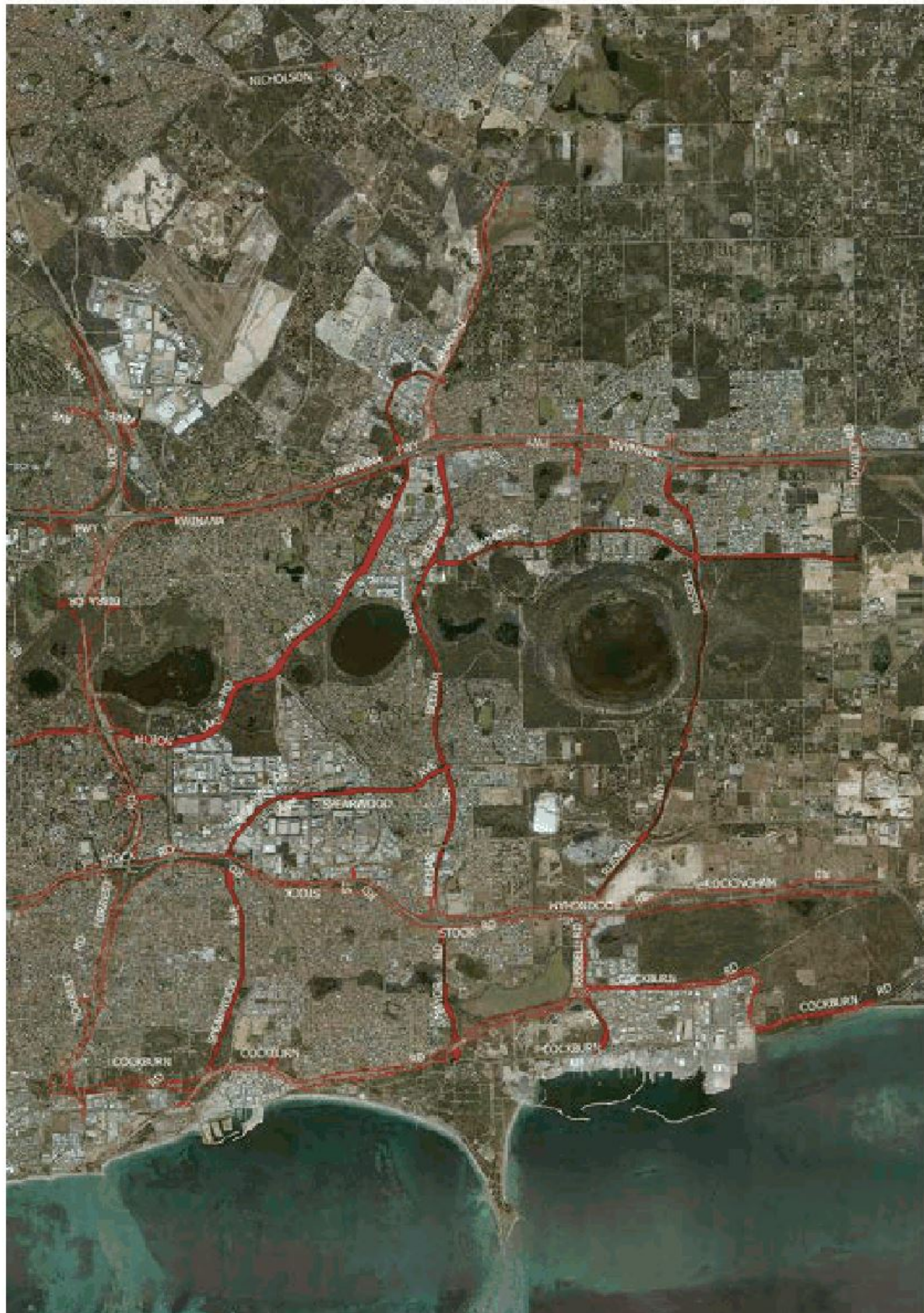
Maximum vessel length: 20 m is the maximum permitted length of any vessel entering Port Coogee, as per the City's Waterways Local Law. In an emergency situation a vessel of up to 30 m length could physical be accommodated at the fuel jetty with a suitably skilled skipper, depending on the vessel's draft and the tide level at the time.

See the attached hydrographic survey (image 6) for full information on depths and navigable areas within the Marina. Depths on this plan are expressed relative to Mean Sea Level – take away 0.55 m from depths to get depths relative to Lowest Astronomical Tide.

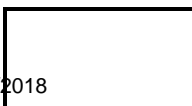
Maximum jetty loading: Jetties are not design for vehicle access. Maximum point load of 4.5 kN (460 kg)

Jetty access: The width of gangway and pathway ramps connecting to the carpark is 1.5 m

The Port Coogee Marina also has its own site specific Marina Emergency Plan that highlights evacuation details and the management of minor Marina specific emergencies.



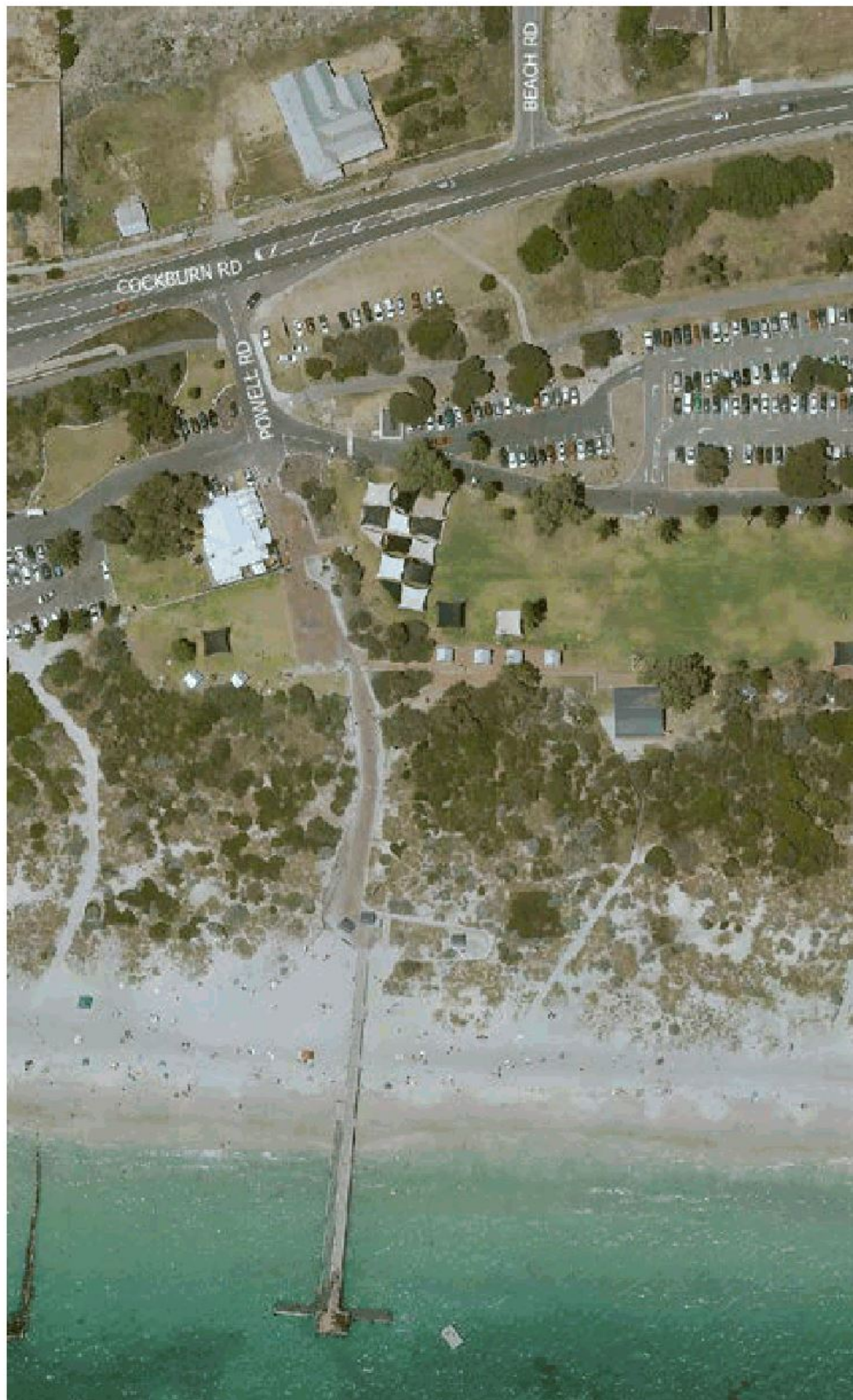
[Image 2 - Main Arterial Roads Within City of Cockburn](#)





[Image 3 – Overview of Jandakot Airport](#)





[Image 4 - Coogee Beach Jetty](#)



[Image 5 - Woodman Point Jetty](#)



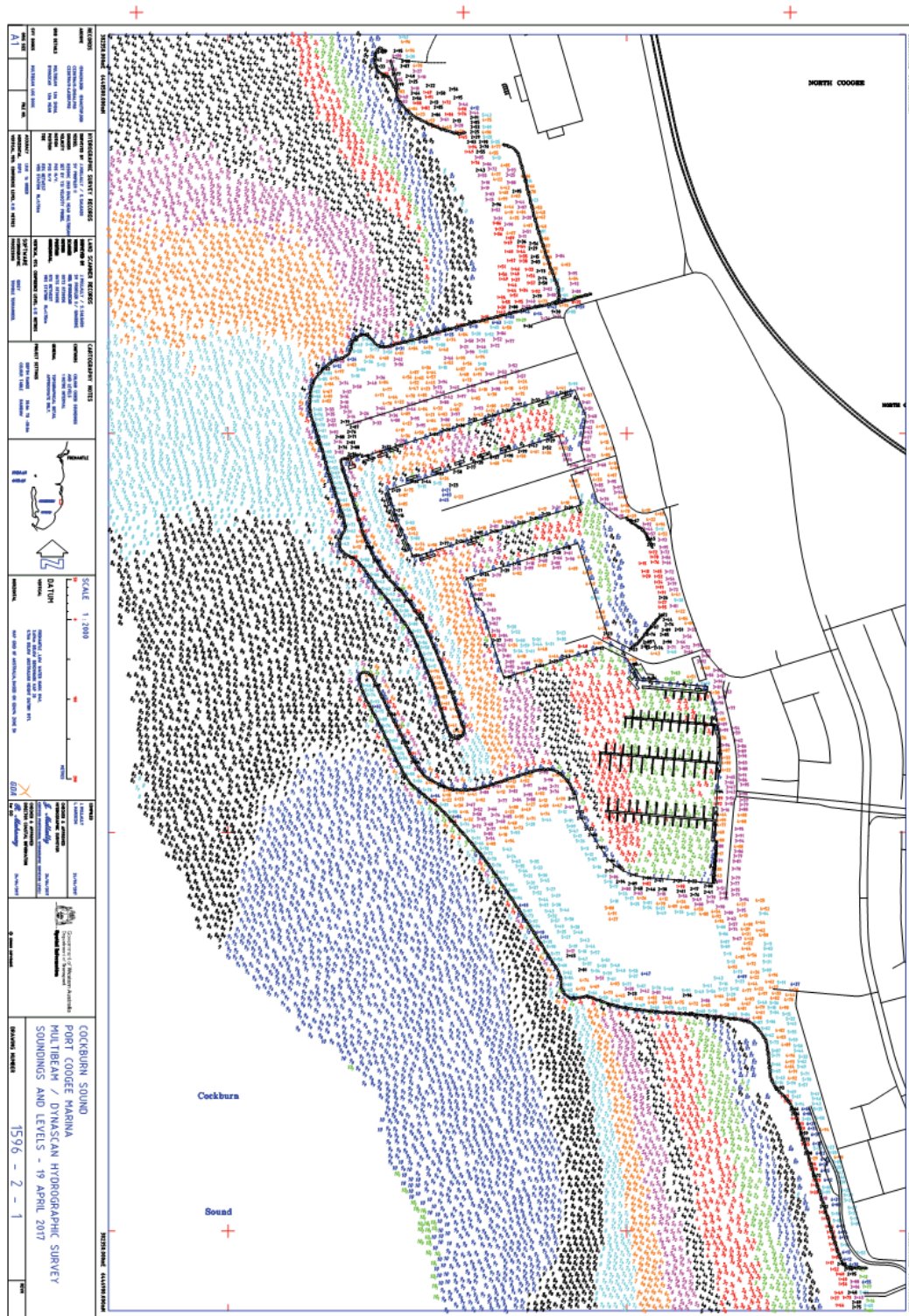


Image 6 - Hydrographic survey for Port Coogee Marina

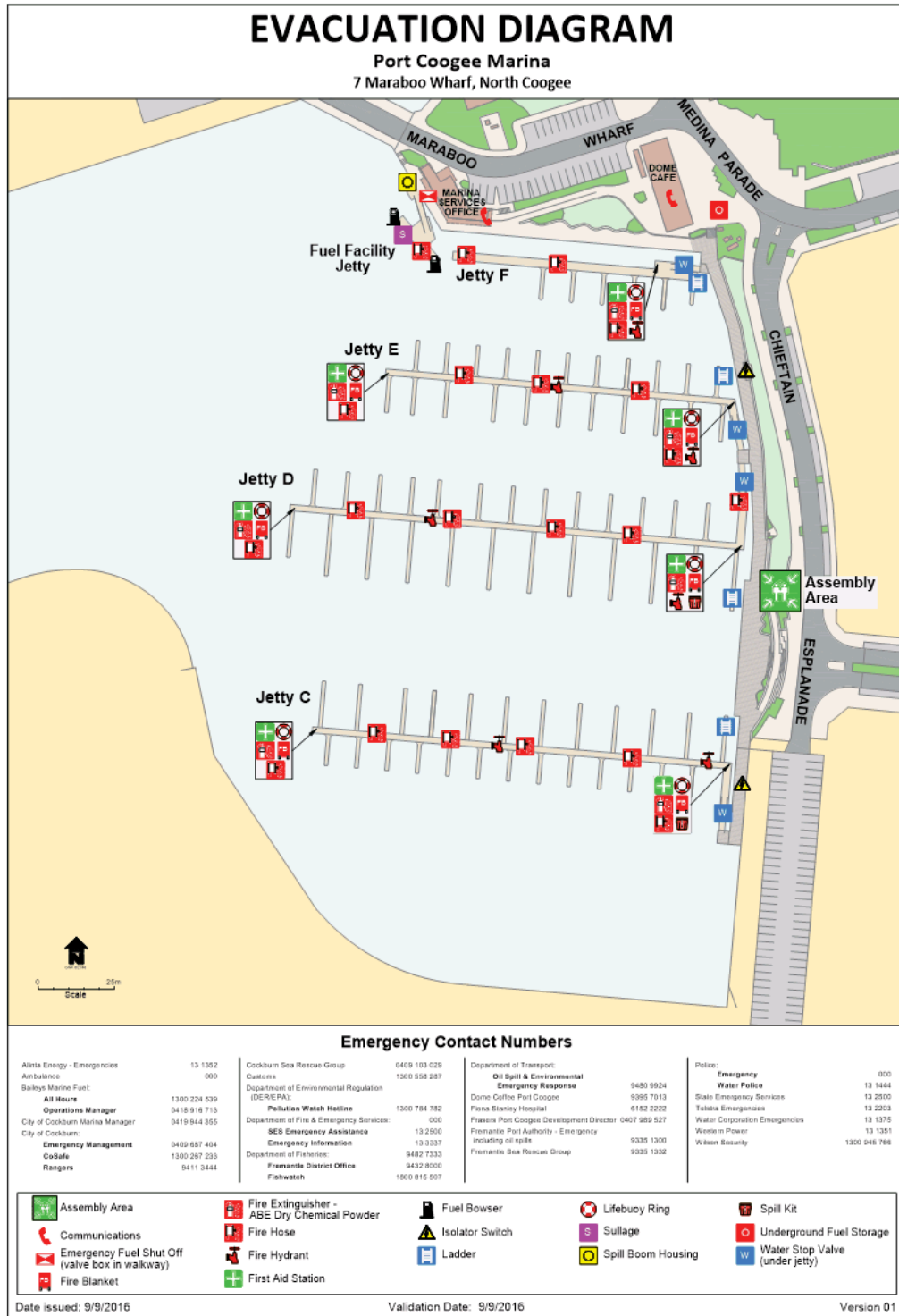


Image 7 - Port Coogee Marina





Evacuation and Welfare Roles

Local Welfare Coordinator

The Local Welfare Coordinator is appointed by the Department of Communities Child Protection and Family Support services (CPFS) District Director to

- a. Establish, chair and manage the activities of the Local Welfare Emergency Committee (LWEC), where determined appropriate by the District Director;
- b. Prepare, promulgate, test and maintain the Local Welfare Plans;
- c. Represent the department and the emergency welfare function on the LEMC and LRC;
- d. Establish and maintain the Local Welfare Emergency Coordination Centre;
- e. Ensure personnel and organisations are trained and exercised in their welfare responsibilities;
- f. Coordinate the provision of emergency welfare services during response and recovery phases of an emergency; and
- g. Represent the department on the ISG when required

Local Welfare Liaison Officer

The Local Welfare Liaison Officer is nominated by the City to coordinate welfare response during emergencies and liaise with the Local Welfare Coordinator.

The City should appoint a liaison officer. This role will provide assistance to the Local Welfare Centre, including the management of emergency evacuation centres such as building opening, closing, security and maintenance.

It is important to identify the initial arrangements for welfare to occur, particularly in remote areas, where it may take some time for CPFS to arrive.

Register.Find.Reunite

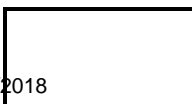
When a large scale emergency occurs and people are evacuated or become displaced, one of the areas CPFS has responsibility for is recording who has been displaced and placing the information onto a National Register. This primarily allows friends or relatives to locate each other. Because of the nature of the work involved CPFS have reciprocal arrangements with the Red Cross to assist with the registration process.

Animals

Due to the complexity of welfare for animals, the City has created an Animal Welfare Plan specifically for this purpose.

Welfare Centres

Welfare centres that are available for use have been identified in the *Resources Schedule – Facilities* of these arrangements.



RECOVERY





RECOVERY

The Recovery Process

Recovery should be seen as a community development process, which should seek to develop the community rather than just return it to the previous level. This can be achieved with a well-managed recovery process.

Disaster recovery includes physical, environmental and economic elements, as well as psychosocial wellbeing.

Recovery can provide an opportunity to improve these aspects beyond previous conditions, by enhancing social and natural environments, infrastructure and economies – contributing to a more resilient community.

Successful recovery relies on the utilisation of the National Principles for Disaster Recovery:

- Understanding the context;
- Recognising complexity;
- Using community-led approaches;
- Ensuring coordination of all activities;
- Employing effective communication; and
- Acknowledgment and building capacity.

General Information

The City of Cockburn Local Recovery Management Plan 2015 was developed in accordance with the Local Recovery Planning Guide and is consistent with State-level arrangements.

Aim of Recovery

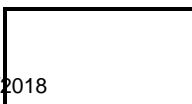
In accordance with the Emergency Management Act 2005, Recovery management is the, coordinated process of supporting emergency affected communities in the reconstruction and restoration of physical infrastructure, the environment and community, psychosocial, and economic wellbeing.

Transition from Response to Recovery

The Controlling Agency will liaise with the City of Cockburn to prepare for a transition from response to recovery and at an agreed point will transfer responsibility for the recovery activity to the City. The “handover” arrangements will be appropriately documented.

Where the City of Cockburn is the Controlling Agency it will undertake all responsibilities in transitioning from response to recovery as detailed in section 6 of the State Recovery Policy;

- Liaise with the Local Recovery Coordinator appointed by the City of Cockburn and include them in the incident management arrangements including the ISG and Operations Area Support Group;





- Undertake an initial impact assessment for the emergency and provide that assessment to the Local Recovery Coordinator and the State Recovery Coordinator;
- Undertake a needs assessment in relation to the impact of the emergency on the local community including the identification of damage to or disruption of electricity, gas, water supplies, telecommunications, transport/road infrastructure and services, and liaise with the Local Recovery Coordinator, SRC and the providers of those services in relation to restoration; and
- Conduct a formal “handover” of control of the emergency to a designated recovery controller.

To aid the transition to recovery all Hazard Management Agencies should complete an impact assessment on the affect area of the emergency. The Office of Emergency Management Impact Assessment form has been added as appendix 4 of these Arrangements.

Local Recovery Coordinator

The City of Cockburn has nominated the following (in no particular order) City officers to fulfil the role of LRC:

1. Manager Community Development
2. Emergency Management Coordinator
3. Manager of Recreation and Community Safety
4. Ranger & Community Safety Manager

The City will use the above-nominated staff in numerical order of superiority. Three (3) staff have been selected to ensure continuity during leave and ordinary business arrangements.

Nomination of a Recovery Coordinator will be mutually agreed to by a decision of the nominated Recovery Coordinators or by the City’s CEO.

Role

The LRC is responsible for the development and implementation of recovery arrangements for the City, in conjunction with the LRCG. Image 6, provides a graphical representation of this structure.

Functions

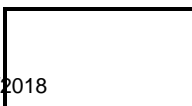
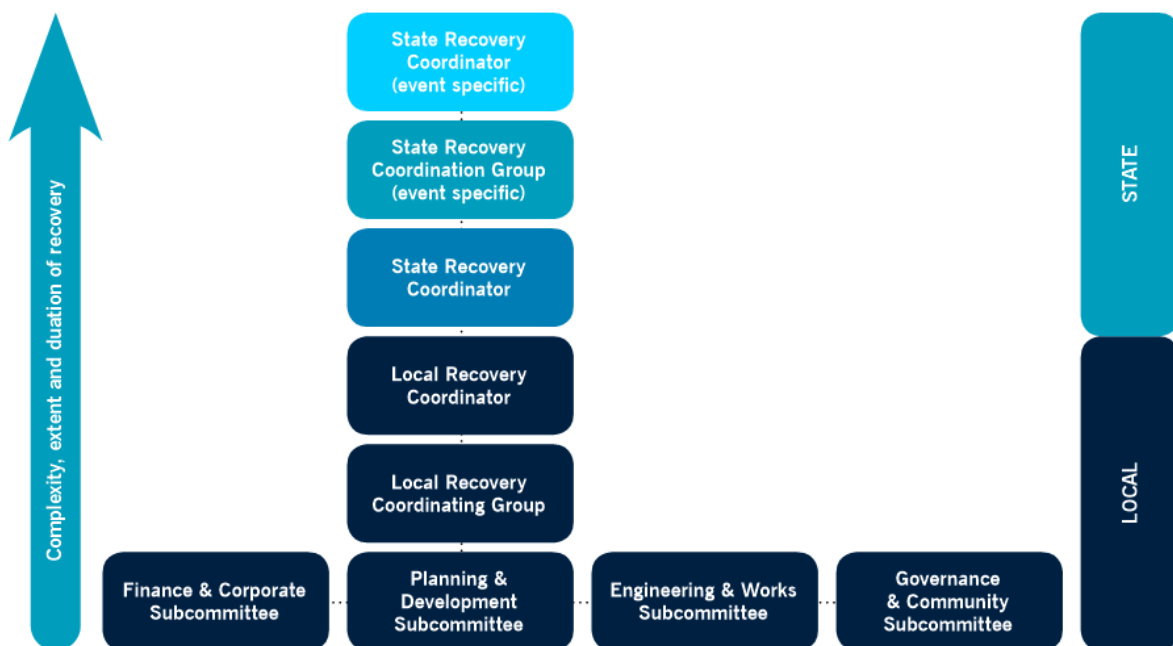
- Ensure the Local Recovery Plan is established;
- Liaise with the Controlling Agency, including attending the ISG and Operations Area Support Group meetings where appropriate;
- Assess the community recovery requirements for each event, in conjunction with the HMA, Local Emergency Coordinator (LEC) and other responsible agencies;
- Provide advice to the Mayor/Shire President and CEO on the requirement to convene the LRCG and provide advice to the LRCG if convened;
- Ensure the functions of the Executive Officer are undertaken for the Local Recovery Coordination Group;



- Assess for the LRCG requirements for the restoration of services and facilities with the assistance of the responsible agencies where appropriate;
- Determine the resources required for the recovery process in consultation with the LRCG;
- Coordinate local level recovery activities for a particular event, in accordance with plans, strategies and policies determined by the LRCG;
- Monitor the progress of recovery and provide periodic reports to the LRCG and State Recovery Coordination Group, if established;
- Liaise with the State Recovery Coordinator on issues where State level support is required or where there are problems with services from government agencies locally;
- Facilitate the acquisition and appropriate application of the resources necessary to ensure an effective recovery;
- Ensure the recovery activities are consistent with the principles of community engagement;
- Arrange for the conduct of an operational debriefing of all participating agencies and organisations as soon as possible after cessation of the arrangements; and

Arrange for an evaluation of the effectiveness of the recovery activities in relation to the recovery plan, within 12 months of the emergency.

Figure 5 - Relation Of Recovery Coordinator





Local Recovery Coordination Group (LRCG)

The role of the LRCG is to coordinate and support local management of the recovery processes within the community subsequent to a major emergency in accordance with State emergency management policy and the Local Recovery Management Plan.

Function of the Local Recovery Coordination Group

The LRCG responsibilities may include any or all of the following:

- Appointment of key positions within the committee and, when established, the subcommittees;
- Establishing subcommittees, as required and appointing appropriate chairpersons for those subcommittees;
- Assessing the requirements for recovery activities with the assistance of the responsible agencies, where appropriate;
- Develop strategic plans for the coordination of the recovery processes;
- Develops a timetable and identifies responsibilities for completing significant recovery activities;
- Providing advice to State Government agencies, to ensure that recovery programs and services meet the community;
- Activation and coordination of the recovery coordination centre, if required;
- Negotiating the most effective use of available resources, whether State, Commonwealth or private;
- Ensuring a coordinated multi-agency approach to community recovery; and
- Making appropriate recommendations based on lessons learned, to the LEMC to improve the community's recovery preparedness.

Priorities for Recovery

The LRCG should consider the following areas when recommending priorities and ensuring work is completed.

- Health and Safety of individuals and the Community
- Social recovery
- Economic recovery
- Physical recovery
- Environmental recovery



LRCG Composition

The LRCG is an operational group and its composition may vary depending on the nature, location(s) and complexity of an emergency event and its subsequent recovery. Members may be co-opted in accordance with the identified recovery needs of the community.

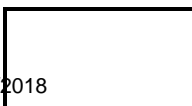
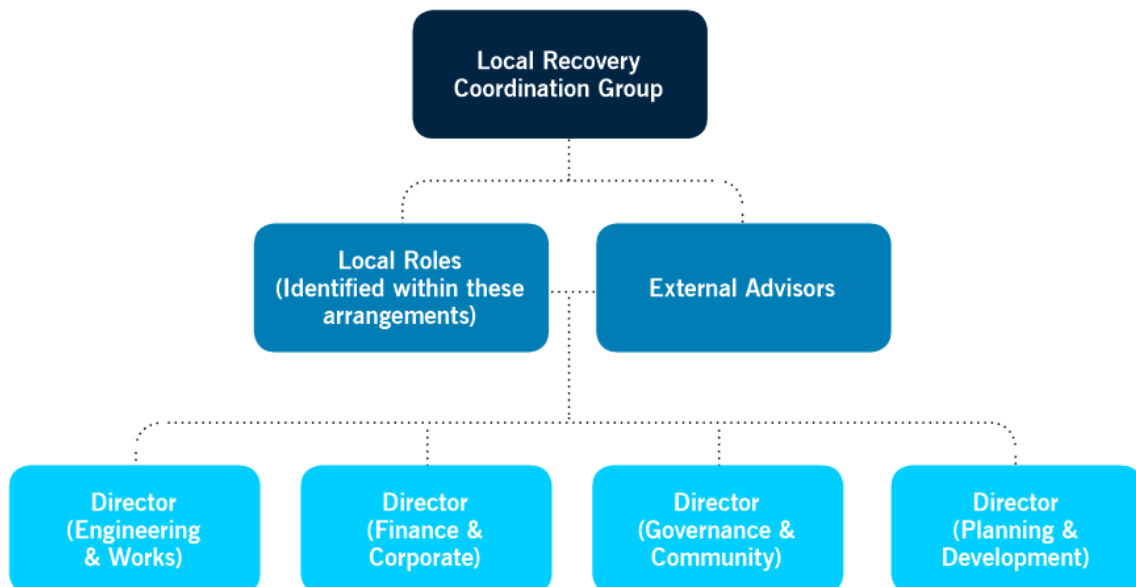
Membership to be considered for the LRCG includes the identified local roles from *Table 7 - City of Cockburn Appointed Roles* of these Arrangements. Further to the identified roles, the LRCG will comprise of the Directors of each service area for the City of Cockburn.

The proposed structure will allow for high level input whilst maintaining direct contact with the key roles identified within Figure 6 (below) of these Arrangements. Directors of each relevant service area can then ensure adequate staff are available to assist as required and not unnecessarily affect business continuity on the unaffected community.

The LRCG will be chaired by the designated Recovery Coordinator, who will report to the City's CEO. The Recovery Coordinator will advise the CEO on the performance of the LRCG, and any impasses.

External Advisors may be part of the LRCG composition. Depending on the nature of emergency and size, key external advisors may be able to assist in specific recovery roles.

Figure 6- Local Recovery Coordination Group (LRCG)





LRCG Subcommittee Role Statements

Governance & Community Subcommittee

Objectives

- To provide advice and guidance to assist in the restoration and strengthening of community well-being post the event;
- To facilitate understanding on the needs of the impacted community in relation to community wellbeing;
- To assess and recommend priority areas, projects, and events to assist with the recovery process in the immediate and short-term regarding the restoration and strengthening of community wellbeing;
- To assess and recommend medium and long term priority areas to the City for consideration to assist in the restoration and strengthening of community wellbeing; and
- To ensure the affected community is informed and involved in the recovery processes so actions and programs match their needs.

Engineering & Works Subcommittee

Objectives

- To provide advice and guidance to assist in the restoration of the natural environment post the event;
- To assess and recommend medium and long term priority areas to the City of Cockburn for consideration to assist in the restoration of the natural environment in the medium to long term;
- Assist in assessing requirements for the restoration of services and facilities in conjunction with the responsible agencies where appropriate;
- To provide advice and assist in the coordination of the restoration of infrastructure assets and essential services damaged or destroyed during the emergency; and
- To assess and recommend priority infrastructure projects to assist with the recovery process in the immediate and short, medium and long term.

Planning & Development Subcommittee

Objectives

- To provide advice and guidance to assist in the restoration of the natural environment post the event;
- To facilitate understanding of the needs of the impacted community in relation to environmental restoration;
- To assess and recommend priority areas, projects and community education to assist with the recovery process in the immediate and short-term regarding the restoration of the environment including weed management and impacts on wildlife;
- Assist in assessing requirements for the restoration of services and facilities in conjunction with the responsible agencies where appropriate;



Finance & Corporate Subcommittee

Role

To make recommendations to the LMDRF on the orderly and equitable disbursement of donations and offers of assistance to individuals having suffered personal loss and hardship as a result of the event.

Objectives

- the development of eligibility criteria and procedures by which payments from the LMDRF will be made to affected individuals which:
 - ensure the principles of equity, fairness, simplicity and transparency apply;
 - ensure the procedures developed are straightforward and not onerous to individuals seeking assistance;
 - recognise the extent of loss suffered by individuals;
 - complement other forms of relief and assistance provided by government and the private sector;
 - recognise immediate, short, medium and longer term needs of affected individuals; and
 - ensure the privacy of individuals is protected at all times
- facilitate the disbursement of financial donations from the corporate sector to affected individuals, where practical; and
- Ensure Business Continuity is considered at all times during the recovery.

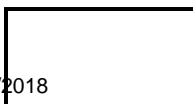
Lord Mayor Distress Relief Fund (LMDRF) Eligibility Criteria and Levels of Financial Assistance

To simplify monetary donations, these arrangements have implemented five levels of varying assistance provided, for LMDRF.

Owners/Owner Occupiers

For Owners/Owner Occupiers of properties impacted by the event, there are three levels of LMDRF grant assistance available as follows:

- Level One – shall apply in those instances where the house/house and contents have been totally destroyed;
- Level Two – shall apply in those instances where the house/house and contents have been damaged but the house remains habitable; and
- Level Three – shall apply in those instances where there has been other property damage/loss, eg sheds, shed contents, pergolas, outdoor furniture etc.





Occupiers

For Occupiers (those renting) of properties impacted by the event, there are two levels of LMDRF grant assistance available as follows:

- Level Four – shall apply in those instances where the house contents have been totally destroyed as a consequence of the house being totally destroyed; and
- Level Five – shall apply in those instances where there has been partial damage/ loss of house contents and other personal effects.

External Representation on the Local Recovery Coordination Group

The following list details the assigned and/or potentiation roles and responsibilities of organisations that may be participants in the recovery phase of an emergency.

Department of Communities - Child Protection and Family Support

- Provide a representative to the LRCG;
- Coordinate emergency welfare services as part of the recovery process, including emergency accommodation, catering, clothing and personal effects, personal services, registration and reunification, financial assistance (State EM Plan Section 5.4); and
- Manage the provision of the Personal Hardship and Distress measures under the WA Natural Disaster Relief Arrangements, including counselling, emergency assistance and temporary accommodation (State EM Plan Section 6.10 and WANDRA).

Department of Agriculture and Food WA

- Provide a representative to the LRCG;
- Provide technical support to primary producers and industry groups for recovery from animal or plant pest or disease emergencies; and
- Manage the provision of assistance to farmers, particularly in relation to the Primary Producer Package under the WANDRA (State EM Plan Section 6.10 and WANDRA).

Main Roads Western Australia

- Provide a representative to the LRCG;
- Assess and report on damage to State/Federal road infrastructure that may impact on the community;
- In conjunction with the City assist with the assessment of damage to local roads and issue of advice of roads closure/alternate transport route; and
- Assist the City with the reopening and restoration of damage to local roads including providing access to funding where available through the MRWA Flood Damage to Local Roads Special Funding Assistance Program and/or the WANDRRA.





Essential Services (Including Power, Telecommunications, Water and Gas Western Power/ Horizon Power, Telstra, Water Corporation, Alinta Gas)

- Provide a representative to the LRCG (co-opted as required);
- Assess and report on damage to essential services and progress of restoration of services; and
- Facilitate restoration of priority services as requested by the LRCG. Regional Development Commission/ Business Enterprise Centre (if available)/ Small Business Development Corporation
- Provide a representative to the LRCG (co-opted as required);
- Assist with the assessment of the impact of the emergency on small business; and
- Provide advice on and facilitate access to available business support services/ funding support, e.g. WANDRA small business support measures.

Department of Education (or Local School Representative)

- Provide a representative to the LRCG (co-opted as required); and
- Advice on issues affecting normal operation of schools, e.g. restrictions on student access or damage to school premises.

Local Health Services Provider (Department of Health or Local Health Officer)

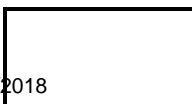
- Provide a representative to the LRCG;
- Advise on health, environmental health and medical issues arising from the emergency; and
- Coordinate the local health components of the recovery process.

Department of Environment Regulation

- Provide advice on environmental protection, clean up and waste management.

Lord Mayor's Distress Relief Fund

- Liaise with the LRCG to assess the requirement for public donations and if required initiate "Calls for Public Donations" in accordance with the State Policy on "Appeals and Donations during Emergencies";
- As required set up a local appeals committee in conjunction with the LRCG; and
- Provide advice to the LRCG on criteria for, and assessment of, requests for financial assistance.





Possible Locations of LRCG Meetings

Table 14 - Possible Locations Of LRCG Meetings

Building Name	Address	Suitable Meeting Size	Equipment Available
City of Cockburn Administration Building	9 Coleville Crescent Spearwood	100+	Projector and conference facilities
City of Cockburn Operations Centre	52 Wellard Street Bibra Lake	40	Projector and conference facilities
Cockburn Integrated Health Facility	11 Wentworth Parade Success	30	Presentation facilities

LRCG Financial Arrangements

The City has arrangements in place to insure its assets are adequately insured. In addition to insurance, the City has;

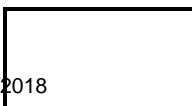
- Natural hazards cash reserve;
- Identified bushfire response account; and
- If needed, borrowing arrangements.

The State EM Policy Section 6 and State EM Plan Section 6 outlines the States recovery funding arrangements. Relief programs include:

- WANDRRA;
- Centrelink; and
- LMDRF. Information on these relief arrangements can be found in State EM Plan Section 6.10.



REVIEW OF ARRANGEMENTS





REVIEW OF ARRANGEMENTS

The LEMA shall be reviewed and amended in accordance with State EM Preparedness Procedure 7 or 8 and replaced whenever the City considers it appropriate (S.42 of the EM Act).

According to State EM Preparedness Procedure 7 the LEMA (including recovery plans) are to be reviewed and amended:

- After an event or incident requiring the activation of an Incident Support Group or after an incident requiring a significant recovery co-ordination;
- After training or drills that exercises the arrangements;
- Every five years; and
- Whenever the City considers it appropriate.

The Aim of Exercising

Testing and exercising are essential to ensure that the emergency management arrangements are workable and effective for the LEMC. The testing and exercising is also important to ensure that individuals and organisations remain appropriately aware of what is required of them during an emergency response situation.

The exercising of a HMAs response to an incident is the responsibility of the HMA, however, it could be incorporated into the LEMC exercise.

Exercising the emergency management arrangements will allow the LEMC to:

- Test the effectiveness of the local arrangements
- Bring together members of emergency management agencies and give them knowledge of, and confidence in, their roles and responsibilities
- Help educate the community about local arrangements and programs
- Allow participating agencies an opportunity to test their operational procedures and skills in simulated emergency conditions
- Test the ability of separate agencies to work together on common tasks, and to assess effectiveness of co-ordination between them.

Types of Exercises

Some examples of exercises types include:

- Desktop/Discussion
- A phone tree recall exercise
- Opening and closing procedures for evacuation centres or any facilities that might be operating in an emergency
- Operating procedures of an Emergency Coordination Centre



- Locating and activating resources on the Emergency Resources Register

Exercise Frequency

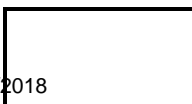
The State Emergency Management Policy Preparedness Procedure 7, 8 and 19 requires the LEMC to exercise their arrangements on an annual basis.

Annual Local Emergency Management Arrangements (LEMA) Review

The LEMA shall be reviewed and amended in accordance with SEMP Policy Preparedness Procedure 7, 8 and 19 and replaced whenever the City considers it appropriate (S.42 of the EM Act).

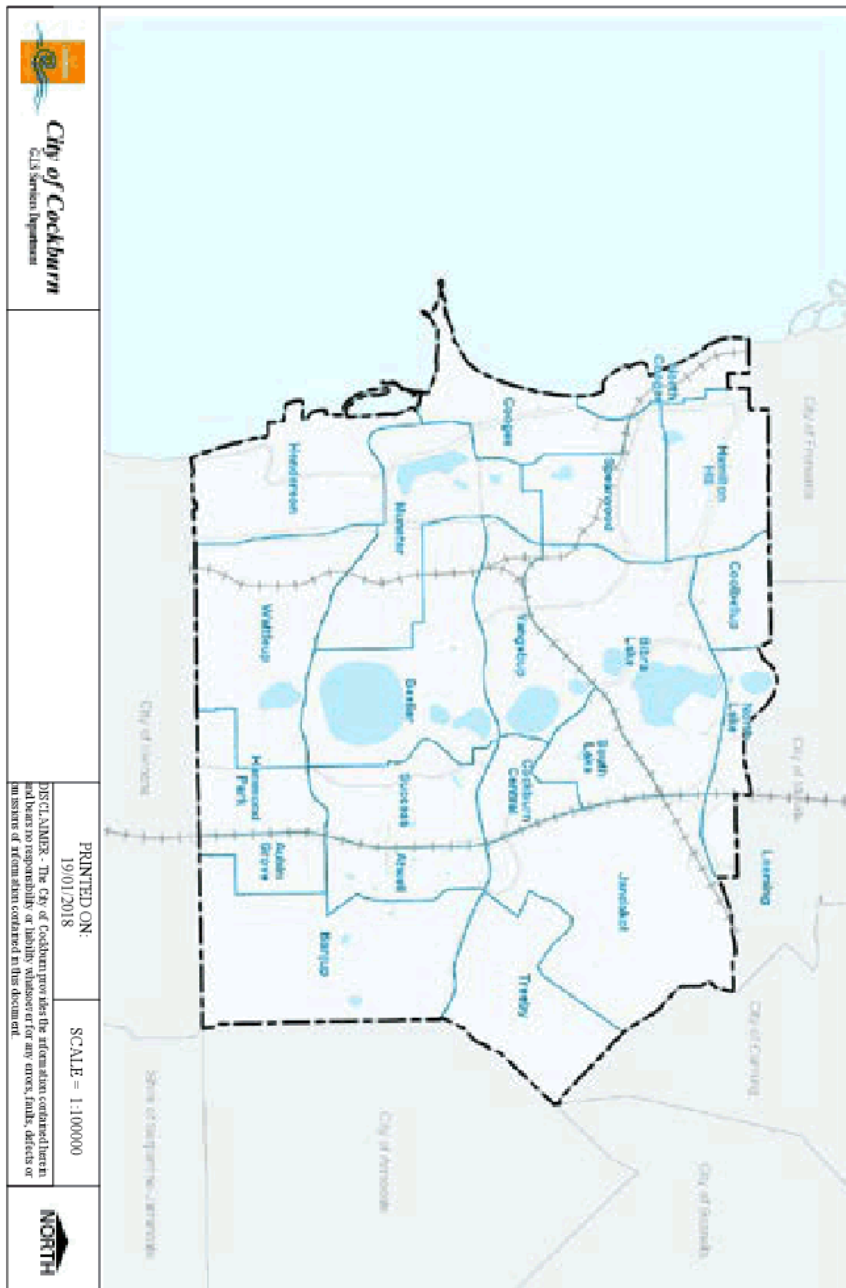
According to State EM Preparedness Procedure 7 the LEMA (including recovery plans) are to be reviewed and amended:

- After an event or incident requiring the activation of an ISG or after an incident requiring a significant recovery co-ordination;
- After training or drills that exercises the arrangements;
- Every five years; and
- Whenever the City considers it appropriate.





APPENDIX 1 – MAP OF THE CITY OF COCKBURN





APPENDIX 2 - LEMA CONTACTS REGISTER

THIS DOCUMENT IS RESTRICTED TO POLICE AND LEMC MEMBERS USE ONLY

Organisation	Rank/Title	Name	Phone	Email
LEMC MEMBERS				
CITY OF COCKBURN	Mayor	LOGAN HOWLETT	9411 3577 0407 337 650	lknowlett@cockburn.wa.gov.au
CITY OF COCKBURN	Deputy Mayor	LEE-ANNE SMITH	0416 753 305	lsmith@cockburn.wa.gov.au
CITY OF COCKBURN	Councillor	CAROL REEVE FOWKES	9434 9437 0404 111 526 (Private - 0406 099 409)	creevefowkes@cockburn.wa.gov.au
CITY OF COCKBURN	Ranger & Community Safety Manager	MIKE EMERY	9411 3745 0409 687 404 (Private – 0408 004 098)	memery@cockburn.wa.gov.au
CITY OF COCKBURN	Fire & Emergency Management Coordinator	position vacant	9411 3386 0457 563 368	
CITY OF COCKBURN	Fire & Emergency Management Officer	JANAYA MENEGHINI	9411 3741 0437 769 773	j.meneghini@cockburn.wa.gov.au
CITY OF COCKBURN	Environmental Health Manager	NICK JONES	9411 3443 0417 955 830	njones@cockburn.wa.gov.au
CITY OF COCKBURN	Environmental Health Coordinator	PHIL OORJITHAM	9411 3450 0417 959 332	poorjitham@cockburn.wa.gov.au
CITY OF COCKBURN	3rd Contact - CoC	STEVEN ELLIOT	9411 3779 0417 172 716	sellriott01@cockburn.wa.gov.au
DFES	Chief Bushfire Control Officer	PAUL MADDERN	0429 996 446	Paul.maddern@dfes.wa.gov.au
DFES	District Officer COCKBURN	ANDREW SEUREN (Acting)	6595 2112 0409 682 818	docockburnsound@dfes.wa.gov.au
DFES - SES	District Officer (SES)	WILLIAM BLACKSHAW	9395 9474 0407 961 819	William.blackshaw@dfes.wa.gov.au



Organisation	Rank/Title	Name	Phone	Email
South Coogee Volunteer Bush Fire Brigade	Captain	BRAD BRIERLEY	0427 439 000	captain@southcoogeebfb.org.au
Jandakot Volunteer Bush Fire Brigade	Captain	JARRAD FOWLER	0433 215 837	captain@jandakotvbf.org.au
SES COCKBURN SES	Unit Manager	STEVE WELLS	0409 688 973	manager@cockburnses.org.au stevewells55@yahoo.com.au
SES COCKBURN SES	Deputy Unit Manager	ALLISON LAMB	0450 150 256	allilamb@hotmail.com
SS&R COCKBURN	Commander	BRAD NICHOLAS	0404 378 700 9410 1544	commander@cockburnsearescue.org.au
Dept. of Biodiversity, Conservation and Attractions	Regional Parks Unit Manager	SHAWN DEBONO	9442 0329 0412 053 909	Shawn.Debono@DPaW.wa.gov.au
Dept. of Biodiversity, Conservation and Attractions	Regional Parks Unit Manager	ROBBIE CAMPBELL	0457 417 242	Robert.campbell@dbca.wa.gov.au
Dept. Environmental Regulation	Pollution Response	24 hour number	1300 784 782 (24 hours)	N/A
Dept. of Communities	24 Hour Activation Number	24 Hour Number	0418 943 835	N/A
Dept. of Communities	Senior District Emergency Services Officer	TERRY SILLITTO	9431 8818 0427 389 375	Terry.sillitto@communities.wa.gov.au
Dept. of Communities	Senior Practice Development Officer	SALLY KIRK	0417 489 243 9431 8848	Sally.Kirk@cpfs.wa.gov.au
Fiona Stanley Hospital	Emergency Management Officer	JEREMY RICHARDSON	0427 451 862	FSH.EMU@health.wa.gov.au Jeremy.richardson@health.wa.gov.au
Fiona Stanley Hospital	Senior OSHE Specialist	KEITH SATIE	0437 582 040	Keith.satie@serco-ap.com



Organisation	Rank/Title	Name	Phone	Email
Jandakot Airport Holdings	Operations Manager	KEVIN SMITH	9417 0914 0438 921 918	ksmith@jandakotairport.com.au
Jandakot Airport Holdings	Operations Coordinator	JAQUI GILL	9417 0981	operations@jandakotairport.com.au
SEMC	District Advisor	MERVEEN CROSS	0427 996 676	Merveen.Cross@oem.wa.gov.au
WA POLICE	OIC Cockburn	S/SGT JAMES BRADLEY	6174 9666 6174 9787(fax)	James.bradley@police.wa.gov.au
WA POLICE	OIC Murdoch			
Water Corporation		TBD		
Australian Red Cross	Duty Officer/Es Coordinator	HARRY DELUXE	0408 930 811 0437 989 602	hdeluxe@redcross.org.au
St. John Ambulance Service		STEVE HALL		steve.hall@stjohnambulance.com.au

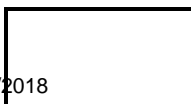


Name	Contact Number	Position	After Hours Availability	
EMERGENCY MANAGEMENT TRAINED				
Samantha Seymour –Eyles		Manager Corporate Communications		
Sophie Row		Communications & Marketing Coordinator		
Antonia Santich		Media and Communications Officer		
Michele Nugent		Media and Communications Officer		
Colleen Miller		Customer Service Coordinator		
Nathan Johnston		Recreation Development Officer		
Gail Bowman		Manager Community Development		
Jill Zumach		Child Care & Seniors Manager		
Barbara Freeman		Family & Community Development Manager		
Simone Sieber		Community Development Coordinator		
Deanie Carbon		Community Engagement Officer		
James Ngoroyemoto		Governance & Risk Management Coordinator		





Name	Contact Number	Position	After Hours Availability	
Gemma Dix		Senior Administration Officer		
Doug Vickery		Manager Infrastructure Services		
Nelson Mauricio		Manager Financial Services		
Sinta Ng		Accounting Services Manager		
Keith Fitzpatrick		Manager Information Services		
Samantha Baron		Safety & Injury Management Coordinator		
Patricia Orr		Senior Environmental Health Officer		
Phil O.		Environmental Health Coordinator		
Margot Tobin		Executive Manager Strategy & Civic Support		





Names	Contact Number	Availability	Languages	Proficiency
STAFF WITH A SECOND LANGUAGE				
Ada Wong	0437 778 208		Cantonese (Chinese)	Fluent
Sylvia Hanna	0413 365 073	After hours	Arabic	Average
Celina da Costa	043 336 6177	After hours	Portuguese	Fluent
Cenette Cadafalch	0447838538	After hours	Spanish	Fluent
Jennifer Perez	0451 662 608	After hours	French	Fluent
Sandra Swann	0401 415 422 or 9527 2987	After hours	Indonesian & Javanese	Fluent
Pardeep Chouhan	0481363453	After hours	Hindi, Punjabi & Urdu	Fluent
Gary Singh	0422 036 383	After hours	Punjabi or Hindi	Fluent

LOCAL WELFARE LIAISON OFFICER				
Logan Howlett				
Mandy Symons				
Nick Jones				
Phill Oorjitham				
Gurdeep (Gary) Singh				
Karen Russell				
Michael Emery				
Steve Elliott				
Clare Brown				
Janaya Meneghini				
Stephen Atherton				



APPENDIX 3 – ACTIVATION OF GIVIT

**MEMORANDUM OF UNDERSTANDING**

GIVIT Listed Ltd
and
[PARTY]

This Memorandum of Understanding is made between GIVIT Listed of Level 2B, 300 Murray Street Perth and [PARTY] of [ADDRESS] to manage the donation of goods in times of emergency and is not legally binding on either party.

1. Background

GIVIT offers all West Australian Local Governments a free Emergency Recovery Service that supports charities, front-line services, agencies and governments by coordinating the deluge of donations that commonly occurs post-emergency and ensures offers of good quality goods and services are allocated to meet specific need.

GIVIT is supported by its Founding National Partner IAG, and by the Bankwest Foundation in Western Australia to coordinate offers of assistance during times of emergency.

GIVIT's unique online portal allows the public and corporates to see exactly what is required by communities and enables people to pledge items and services to meet these needs.

GIVIT's virtual warehouse removes the need for front-line services to physically collect, sort and store donations. This significantly reduces the administrative and financial burden for recovery agencies and relieves the need to redirect valuable resources away from critical response and recovery activities.

Working with local government emergency management committees and front-line services, GIVIT will identify and, if necessary, broker donations to meet specific community needs.

2. Rationale/Scope

GIVIT will manage all offers of donated goods including corporate offers of assistance for [PARTY] in the event of a emergency.

3. Goals and Objectives

PO Box 3061
Newstead, QLD 4006
Australia
ABN: 21 137 408 201

givit.org.au



Goals of the partnership

- To reduce the amount of unsolicited donations received by [PARTY] in times of an emergency.
- To meet the immediate material needs of the local community in times of an emergency.

Objectives of the partnership

- During emergencies, all goods are to be donated through the GIVIT online platform (givit.org.au) and distributed to those in need via local emergency management committees and/or existing welfare agencies.
- During emergencies, council and local welfare agencies will request goods and services through the GIVIT online platform (givit.org.au) to meet the needs of affected members of the local community.
- During emergencies, GIVIT will broker donations on behalf of [PARTY] and local welfare agencies to meet specific community needs.

4. Contact Information

Organisation: GIVIT Listed LTD

Contact: Anna Presser

Title: WA State Manager

Address: Level 2B, 300 Murray Street Perth WA 6000

Telephone: 0401 175 229

Email: anna@givit.org.au

Organisation:

Contact:

Title:

Address:

Telephone:

Email:

5. Roles and Responsibilities

With respect to the management of donated goods in times of emergency, GIVIT will:

Prior to an emergency

- Raise awareness of GIVIT and GIVIT's online platform to prospective local donors to promote the matching of generosity to meet community need.

PO Box 3061
Newstead, QLD 4006
Australia
ABN: 21 137 408 201

givit.org.au



- Engage local community groups to encourage them to register with GIVIT, request items of need through the GIVIT website and reserve items pledged into the GIVIT virtual warehouse.
- Through ongoing media messages, educate the public about the need for targeted quality donations during times of emergency.

During an emergency

- Provide a reliable online platform to handle all donations.
- Receive spontaneous donations into GIVIT's virtual warehouse.
- Liaise with pre-determined council contact and key local welfare agencies to ensure needs of the local community are listed on the GIVIT website.
- Liaise with Local Emergency Coordinator or approved delegate and key local welfare agencies to ensure quality goods get to those in need within the local community.
- Utilise GIVIT's media and social media channels to inform the public of the correct channel for donating and the needs of the local community during and after an event.
- Provide [PARTY] with daily email of significant offers of assistance.
- Broker donations on behalf of [PARTY] and local welfare agencies to meet specific community needs.
- Purchase items from local businesses wherever possible.
- Arrange transportation of major donations.

With respect to the management of donated goods and services in times of emergency, [PARTY] will:

Prior to an emergency

- Integrate GIVIT into [PARTY]'s Local Emergency Management Arrangements
- Provide GIVIT WA State Manager a single point of contact in times of emergency.
- Promote that, if goods are to be donated, they should be directed via the GIVIT online platform (givit.org.au) to meet the needs of established welfare agencies, including but not limited to:
 - Directing people who want to donate from the Council website to the GIVIT website
 - Incorporating GIVIT messages into Call Centre scripts
 - Informing local welfare agencies of the GIVIT service
 - Including GIVIT key messages in Council newsletter

PO Box 3061
Newstead, QLD 4006
Australia
ABN: 21 137 408 201

givit.org.au



During an emergency

- Notify GIVIT WA State Manager of local emergency activation.
- Inform GIVIT WA State Manager of the material needs of the local community.
- Encourage council personnel, local agencies and council service providers to request items required by the local community through the GIVIT website.
- When required, provide logistics support to GIVIT to deliver needed items to affected members of the local community.
- Promote that, if goods are to be donated, they should be directed via the GIVIT online platform (givit.org.au) to meet the needs of established welfare agencies, including but not limited to:
 - Providing GIVIT key messages to key council spokespeople
 - Including GIVIT key messages in relevant media releases

6. Meetings

To accomplish these objectives, partners will meet at least annually for the purpose of planning, monitoring and evaluating outcomes. Following an emergency event, parties will meet to evaluate the effectiveness of the service. If required, due to geographic constraints, meetings will take place via telephone or video conference.

7. Communication, Information Sharing and Consultation Processes

During an emergency, GIVIT will provide [PARTY] regular donation status updates through a predetermined point of contact. As part of the evaluation of the program, GIVIT will provide [PARTY] with a summary of donation activity following an emergency.

8. Conflict Resolution

This agreement can be dissolved by any party at any time. Disputes, where possible and appropriate, will be resolved in the first instance by the persons involved. If [PARTY] is still dissatisfied with the outcome the matter should be elevated to GIVIT's CEO Juliette Wright at juliette@givit.org.au to discuss any unresolved issues.

9. Review and Evaluation

A three year review of the partnership will be undertaken to assess the effectiveness of the service to meet its goals and objectives.

If in the event of an emergency, a review will be conducted at the completion of the recovery phase.

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10. Resources

GIVIT will provide [PARTY] with:

- Access to GIVIT's online donation management portal.
- Access to GIVIT's volunteer base to help broker needs of the local community following an emergency.
- A single point of contact in times of emergency - Anna Presser, WA State Manager.
- Communication materials including:
 - Speaking notes
 - Media release
 - Call Centre scripts
 - Website content
 - Newsletter copy

[PARTY] will provide GIVIT with:

- A single point of contact in times of emergency.
- Access to [PARTY]'s media team to help promote the GIVIT service among local constituents prior to fire season.
- A list of local welfare agencies to ensure GIVIT is aware of the needs of the local community.
- Appropriate opportunities to promote the GIVIT service among key members of the council, welfare agencies and local community; including but not limited to an invitation to present at the Local Government Emergency Management Committee Meeting or Human Services Recovery Sub-committee; inclusion in Council newsletter, inclusion in Council's Get Ready activities.

11. Authorisation

This document is a statement of understanding and is not intended to create legal obligations on either party.

GIVIT

Name: Anna Presser

Title: WA State Manager

Date:

Signature _____

PO Box 3061
Newstead, QLD 4006
Australia
ABN: 21 137 408 201

givit.org.au



[PARTY]

Name:

Title:

Date:

Signature _____

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Attachment

GIVIT Key Messages

- GIVIT is established in Western Australia to help manage donated good and services during the recovery of an emergency.
- GIVIT is a national, innovative online not-for-profit connecting those who have with those who need. Its purpose is to ensure quality donated goods and services get to where they are needed most by connecting and inspiring an online network of givers.
- GIVIT's role is to support local charities, community groups and councils in the affected regions by helping them obtain exactly what is needed to assist those impacted. GIVIT's website and app allow everyday Australians to see exactly what is required and donate easily, safely and effectively to those who need it most.
- GIVIT's unique online virtual warehouse matches donated goods and services, thereby eliminating the need for organisations to physically collect, sort and store unsolicited donations. This significantly reduces the administrative and financial burden for governments and charities, saving valuable resources for critical recovery activities.
- 100% of funds received by GIVIT during an emergency are spent on urgently needed items and where ever possible, the items are purchased locally.
- GIVIT does not transport goods; however GIVIT will utilise its transport contacts during periods of emergency.
- To see what is needed or to donate, please visit givit.org.au.

PO Box 3061
Newstead, QLD 4006
Australia
ABN: 21 137 408 201

givit.org.au



GIVIT SPEAKING NOTES

- GIVIT is managing all offers of donated goods and services during this emergency. If you want to donate goods or services directly to communities affected by the emergency please register your offer at givit.org.au.
- Please visit the GIVIT website to see exactly what is urgently required. The list of needs will be continuously updated. Please do not send donations at this time unless requested.
- 100% of money donated via GIVIT's website will be used to purchase essential goods. GIVIT always, wherever possible, purchases goods from local providers to support the affected local economy.
- Please ensure all donated items are of a high quality. It is about giving exactly what is needed while respecting the dignity of the recipient by only giving quality donations.
- If you are a charity or front line service provider and want to access donated goods and services, register via GIVIT's website.
- GIVIT will be working with front-line services long-term to help residents rebuild their lives. We ensure that those in need get exactly what they need when they need it the most.





CALL CENTRE SCRIPT

Offer	Script
Person wanting to donate an item	"GIVIT is assisting with the management of donated goods during this emergency. Please go to givit.org.au to see exactly what is needed in the affected communities and offer your items.
Person wanting to donate item – with no internet access	"Unfortunately all GIVIT donations must be recorded online to ensure agencies working on the front line have access to details about your donation" **The telephone operator can fill in the online form on the callers behalf: givit.org.au/give-items or email GIVIT with the donors phone number and details: info@givit.org.au
Corporate offers of assistance.	"GIVIT is managing all corporate offers of assistance for this emergency. Please visit givit.org.au where you can pledge your items or see exactly what is needed in the affected communities."
Person requesting access to donated items	"All items have been donated through a not-for-profit organisation called GIVIT. Please contact one of your local charities such as the Australian Red Cross, St Vincent de Paul Society or the Salvation Army which will be able to access items generously donated on your behalf.
Charity wanting goods for their client.	GIVIT is working closing with council and frontline services to manage all offers of donated goods and services during this emergency. Please register at givit.org.au/charity-registration to request exactly what you require for your clients.

COMMUNITY SERVICE ANNOUNCEMENT

GIVIT has produced a 30 second radio CSA to use during times of emergency and peace, with different variations for each weather event.

For a copy, please contact info@givit.org.au and we will send it to you via Dropbox or a USB.



Comprehensive Impact Assessment

*APPENDIX 4 – COMPREHENSIVE IMPACT ASSESSMENT THE OFFICE OF EMERGENCY
MANAGEMENT IMPACT ASSESSMENT FORM*

THE OFFICE OF EMERGENCY MANAGEMENT IMPACT ASSESSMENT FORM

A comprehensive impact assessment is to be completed for all Level 2 and Level 3 incidents* prior to the withdrawal of responding agencies.

The Controlling Agency for the emergency is responsible for coordinating the comprehensive impact assessment in consultation with members of the Incident Support Group.

The draft comprehensive impact assessment is to be provided to all members of the Incident Support Group for comment and clarification prior to it being finalised.

At the point where the Controlling Agency considers it appropriate to transfer responsibility for management of the emergency to the affected local government/s, the Controlling Agency is to convene a meeting with the affected local government/s and the State Recovery Coordinator.

At this meeting, the comprehensive impact assessment and the status of the emergency situation will be discussed. A copy of the completed comprehensive impact assessment will be provided to the affected local governments and the State Recovery Coordinator for their consideration prior to this meeting.

* Please note that completion of a comprehensive impact assessment is not required in circumstances where there are no significant impacts requiring recovery activity. This will be determined through the initial impact assessment and in consultation with the State Recovery Coordinator. The indicators within the comprehensive impact assessment can be deleted/modified/added as appropriate to individual incidents.



Comprehensive Impact Assessment

TABLE OF CONTENTS

1. ASSESSMENT DETAILS	115
2. INCIDENT DETAILS	116
3. IMPACT SUMMARY	117
4. RISK ASSESSMENT SUMMARY	118
5. PUBLIC INFORMATION AND COMMUNICATIONS	119
6. SIGNATORIES	120
APPENDIX A – CONTRIBUTING AGENCIES	121
APPENDIX B – DETAILED IMPACT SUMMARY	122
Appendix B1 – Population Impacts	122
Appendix B2 – Property Impacts	124
Appendix B3 – Service Impacts	125
Appendix B4 – Infrastructure Impacts	130
Appendix B5 – Local Critical Industry Impacts	131
Appendix B6 – Environmental Impacts	132
Appendix B7 – Affected Local Government Impacts	133
APPENDIX C – RESIDENTIAL PROPERTY DAMAGE ASSESSMENT REPORT	134
APPENDIX D – RISK ASSESSMENT	135
APPENDIX E – RISK ASSESSMENT MATRIX AND DEFINITIONS	136
APPENDIX F – INDIVIDUAL CONTRIBUTING AGENCY REPORT	137
APPENDIX G – WANDRRA EXPENSES	138



Comprehensive Impact Assessment

LIST OF TABLES

TABLE 1.1: ASSESSMENT DETAILS	115
TABLE 2.1: INCIDENT DETAILS	116
TABLE 3.1: IMPACT SUMMARY	117
TABLE 4.1: RISK ASSESSMENT SUMMARY	118
TABLE 5.1: PUBLIC INFORMATION AND COMMUNICATIONS	119
TABLE 6.1: CONTRIBUTING AGENCIES	121
TABLE 6.2: POPULATION IMPACTS	122
TABLE 6.3: PROPERTY IMPACTS	124
TABLE 6.4: SERVICE IMPACTS	125
TABLE 6.5: INFRASTRUCTURE IMPACTS	130
TABLE 6.6: LOCAL CRITICAL INFRASTRUCTURE IMPACTS	131
TABLE 6.7: ENVIRONMENTAL IMPACTS	132
TABLE 6.8: AFFECTED LOCAL GOVERNMENT IMPACTS	133
TABLE 6.9: RESIDENTIAL PROPERTY DAMAGE ASSESSMENT REPORT	134
TABLE 6.10: RISK ASSESSMENT	135
TABLE 6.11: INDIVIDUAL CONTRIBUTING AGENCY REPORT	137
TABLE 6.12: WANDRRA EXPENSES	138



Comprehensive Impact Assessment

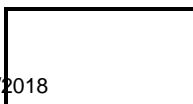
COMPREHENSIVE IMPACT ASSESSMENT

The information contained within this comprehensive impact assessment has been prepared based on the best information available at the time and date listed below. The information could become out of date without notice as further assessments are undertaken and new information becomes available. It has been prepared to facilitate local recovery management. A list of agencies contributing to this assessment, and their contact details, is located at Appendix A.

1. ASSESSMENT DETAILS

Table 1.1: Assessment details

Assessment date:	
Assessment time:	
Version/sequence number:	
Assessment Coordination Officer:	Name: Position: Agency: Phone: Email:





Comprehensive Impact Assessment

2. INCIDENT DETAILS

Table 2.1: Incident details

Incident name:	
Incident number:	
Incident address/location:	
Incident type/description:	
Date commenced:	
Controlling Agency:	
Local Government(s) affected:	
Maps attached:	YES / NO
Additional information attached? (describe)	
Has the ISG been stood down?	YES / NO





Comprehensive Impact Assessment

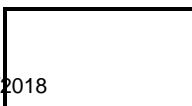
3. IMPACT SUMMARY

The following provides an overall summary of the key high-level issues arising from this emergency. More detailed information regarding the impacts and issues arising from this emergency are provided in **Appendix B**.

(Instruction: Delete examples. Complete the table below using the significant/high-level issues identified at **Appendix B – Detailed Impact Assessment**)

Table 3.1: Impact summary

Issue	Agency	Current Status	Comment (including support required, estimated time to completion)
<i>e.g. number of people evacuated</i>			
<i>e.g. road blocks in place</i>			
<i>e.g. depleted local govt staff</i>			
<i>e.g. number of customers without power</i>			





Comprehensive Impact Assessment

6. SIGNATORIES

As a minimum, the following personnel must be present at the 'transfer of responsibility' meeting to discuss the content of this comprehensive impact assessment and, if in agreement to do so, transfer management of the event from the Controlling Agency to the relevant Local Government/s for full recovery efforts. If required, the provision of specific recovery support to the local governments can be negotiated and documented at this time.

PREPARED BY:

Incident Controller	
Name:	
Agency	
Time and Date:	
Signature:	

AGREED BY: *(Instruction: Complete one table for each receiving Local Government)*

Local Government	
Name:	
Position:	
Local Government:	
Time and Date:	
Signature:	

COPY TO:

State Recovery Coordinator/State Recovery Controller	
Name:	
Agency:	
Time and Date:	
Signature:	





Comprehensive Impact Assessment

APPENDIX A – CONTRIBUTING AGENCIES

The below agencies contributed information to this comprehensive impact assessment.

(Instruction: add/delete agencies as applicable to the emergency)

Table 6.1: Contributing agencies

Agency	Point of Contact and details		Consulted (Yes/No/N/A)	ISG/OASG member (Yes/No/NA)
	In hours	Out of hours		
Aqwest (water supplier in Bunbury)				
Assoc. of Independent Schools of WA				
ATCO Gas				
Australian Red Cross				
ARC Infrastructure				
Busselton Water				
Catholic Education WA				
Dampier Bunbury Pipeline (gas)				
Dept of Agriculture and Food WA				
Dept for Child Protection and Family Support				
Dept of Defence				
Dept of Education				
Dept of Environment Regulation				
Dept of Fire and Emergency Services				
Dept of Health				
Dept of Parks and Wildlife				
Dept of Planning				
Dept of Transport Marine Safety				
Horizon Power				
Local Government (specify)				
Main Roads WA				
NBN Co.				
Public Transport Authority				
Telstra				
Verve Energy				
WA Housing Authority				
WA Police				
Watercorp				
Western Power				



Comprehensive Impact Assessment

APPENDIX B – DETAILED IMPACT SUMMARY

The following provides a detailed summary of the impacts arising from this emergency and their current status.

Note: The organisation/s listed in the ‘agency/source’ column are suggested and may not be exhaustive. The Controlling Agency may need to approach alternative or additional data sources in some circumstances (for example, CPFS may be able to provide additional information on people unaccounted for using the Register.Find.Reunite. database).

Appendix B1 – Population Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAMI indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

The LEMA may identify additional assets to be included.

Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.2: Population impacts

B1. POPULATION IMPACTS				
Category	Agency/ Source	Impact	Current Status	Comments
*Number of deaths	WA Police			
*Number injured	Health			
Number of exacerbations of existing illness	Health/SJA			
Number exposed to hazardous materials	DER/DFES			
Number of vulnerable people requiring assistance	Health (incl HACC) / Disability Services / LG / CPFS			
Number of evacuation centres open and their locations	CPFS			
*Number of people currently in each evacuation centre	CPFS			

¹ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.



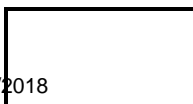


Comprehensive Impact Assessment

B1. POPULATION IMPACTS				
Category	Agency/ Source	Impact	Current Status	Comments
Number of people in temporary accommodation and their location	CPFS			
Number of people requiring intermediate or long term accommodation	CPFS			
*Number of people unaccounted for	Controlling Agency ²			
*Number of people isolated	DFES			
Communities closed	DFES			
Community outreach activities underway	CPFS / Red Cross / LG			
Significant issues with pets and/or assistance animals ³	RSPCA / LG / CPFS (evac centres)			
Contamination / exposures:				
Asbestos	DER / Health			
CCA treated timber	DER / Health			
Marine hydrocarbons (including oil)	DoT Marine Safety			
Chemicals/other hazardous materials (specify)	DER			
Potable water	Health/ LG / Water Corp			
Diseases (specify)	Health			
Number of people contaminated	Health			
Number of people in quarantine	Health			

² CPFS (via the Register.Find.Reunite. database) and WA Police may also be able to provide additional information on the number of people unaccounted for.

³ Livestock impacts are covered under 2. Property Impacts.





Comprehensive Impact Assessment

Appendix B2 – Property Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAM⁴ indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

The LEMA may identify additional assets to be included.

Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.3: Property impacts

B2. PROPERTY IMPACTS				
Category	Agency/ Source	Impact	Current Status	Comments
*Residential buildings	DFES USAR (refer to Appendix C) / LG	# destroyed:		
		# damaged and uninhabitable:		
		# damaged but habitable:		
		# no damage:		
*Community buildings ⁵	DFES / LG	# destroyed:		
		# damaged:		
*Heritage/ cultural buildings and sites ⁴	DFES / LG	# destroyed:		
		# damaged:		
*Business buildings, including commercial and industrial (excludes rural)	DFES / LG	# destroyed:		
		# damaged:		
		# closed:		
Parks & Wildlife visitor sites / infrastructure	P&W			
*Rural buildings	DFES / LG	# destroyed:		
		# damaged:		
Fencing	DAFWA	km destroyed:		
*Livestock	DAFWA / RSPCA	# fatalities:		
		# missing:		

⁴ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.

⁵ Together these two categories constitute the NIAM category of 'other buildings'





Comprehensive Impact Assessment

Appendix B3 – Service Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAM⁶ indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

The LEMA may identify additional assets to be included.

Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.4: Service impacts

B3. SERVICE IMPACTS (ensure local providers/services are included in the table)					
Category	Agency/ Source	Impact	Current Status	Comments	
Essential Services					
Electricity	Western Power / Horizon Power / PUO	# customers impacted*:			
		Impact on critical infrastructure:			
Gas	ATCO / Dampier Bunbury Pipeline	# customers impacted*:			
		Impact on critical infrastructure:			
Fuel / oil companies	PUO ⁷ (as the first point of contact)	# customers impacted:			
		Impact on critical infrastructure:			
Water supply	Water Corp / LG	# customers impacted*:			
		Impact on critical infrastructure:			

⁶ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.

⁷ PUO will act as the contact point for fuel/oil companies in WA, including BP Australia, Caltex, Motor Trades Association WA, Puma, Viva Energy and Woolworths.



Comprehensive Impact Assessment

B3. SERVICE IMPACTS (ensure local providers/services are included in the table)					
Category	Agency/ Source	Impact		Current Status	Comments
Sewerage (including waste water and re-use schemes)	Water Corp / LG	# customers impacted*:			
		Impact on critical infrastructure:			
Waste management	Local government	Impact on critical infrastructure:			
Telecommunications	Telstra / NBN Co	# customers impacted*:			
		Impact on critical infrastructure:			
Emergency Services					
Police ⁶	WA Police	# police buildings destroyed*:			
		# police buildings damaged*:			
		Significant capability losses e.g. staff, vehicles, infrastructure			
Fire ⁷	DFES / P&W / LG	# fire buildings destroyed*:			
		# fire buildings damaged*:			
		Significant capability losses e.g. staff, vehicles, infrastructure			

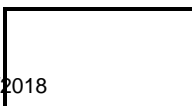
⁶ Together these categories constitute the NIAM category of 'emergency services'.





Comprehensive Impact Assessment

B3. SERVICE IMPACTS (ensure local providers/services are included in the table)				
Category	Agency/ Source	Impact	Current Status	Comments
Ambulance ⁷	SJA	# SJA buildings destroyed*:		
		# SJA buildings damaged*:		
		Significant capability losses e.g. staff, vehicles, infrastructure		
Aviation emergency services ⁷	Perth Airport Emergency Planning Manager	# aviation buildings destroyed*:		
		# aviation buildings damaged*:		
		Significant capability losses e.g. staff, aircraft, vehicles, infrastructure		
Other emergency services ⁷ (e.g. SES facilities, EM HQs)	DFES / LG	# other emergency services buildings destroyed*:		
		# other emergency services buildings damaged*:		
		Significant capability losses e.g. staff, vehicles, infrastructure		





Comprehensive Impact Assessment

B3. SERVICE IMPACTS (ensure local providers/services are included in the table)				
Category	Agency/ Source	Impact	Current Status	Comments
Community Services				
Hospitals ⁹	Health	% destroyed*:		
		% functional*:		
		Closed:		
		Significant capability losses e.g. staff, vehicles, infrastructure		
Primary care facilities ⁸	Health	% destroyed*:		
		% functional*:		
		Closed:		
		Significant capability losses e.g. staff, vehicles, infrastructure		
Residential group home and aged care facilities	Health / CPFS / LGs	# destroyed*:		
		# damaged*:		
		Closed:		
Home And Community Care (HACC)	LG / Health (Aged and Community Care Directorate)	Impact on service provision and/or clients?		
*Correction centres / prisons	Corrective Services	# destroyed:		
		# damaged:		

⁹ Together these categories constitute the NIAM category of 'hospitals & primary care facilities'.

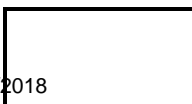




Comprehensive Impact Assessment

B3. SERVICE IMPACTS (ensure local providers/services are included in the table)					
Category	Agency/ Source	Impact	Current Status	Comments	
Educational Services					
*Childcare centres ¹⁰	Dept Local Govt and Communities/ Local Govt / Education	# destroyed:			
		# damaged:			
		# closed:			
Schools ⁹	Education / Catholic Education / Assoc. of Independent Schools of WA	# destroyed*:			
		# damaged*:			
		# closed*:			
		# students impacted:			
*Training centres / universities	Dept Training	# destroyed:			
		# damaged:			
		# closed:			

¹⁰ Together these categories constitute the NIAM category of 'educational/child care facilities'.





Comprehensive Impact Assessment

Appendix B4 – Infrastructure Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAM¹¹ indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

The LEMA may identify additional assets to be included.

Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.5: Infrastructure impacts

B4. INFRASTRUCTURE IMPACTS					
Category	Agency/ Source	Impact		Current Status	Comments
Main roads ¹²	MRWA	# closed*:			
		Other impacts?			
Local roads ¹¹	LG / P&W	# closed*:			
		Other impacts?			
Bridges ¹¹	MRWA / P&W	# closed*:			
Rail – passenger	PTA	# lines closed*:			
		Speed restrictions?			
Rail – freight	Brookfield	# lines closed*:			
		Speed restrictions?			
Ports	Port Auth / DoT Marine Safety	# destroyed*:			
		# damaged*:			
		# ships impacted*:			
Airfields (including heliports)	DFES / LG / private operators	# destroyed*:			
		# damaged*:			
		% functional*:			
Major drainage	Main Roads / LGs / DoW / Water Corp	Significant impacts:			

¹¹ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.

¹² Together these categories constitute the NIAM category of 'roads/bridges'.





Comprehensive Impact Assessment

Appendix B5 – Local Critical Industry Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAM¹³ indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

The LEMA may identify additional assets to be included.

Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.6: Local critical infrastructure impacts

B5. LOCAL CRITICAL INDUSTRY IMPACTS (include affected local industries e.g. agriculture, mining, fisheries, forest products industry, tourism, wineries, retail, other large employers)					
Category	Agency/ Source	Impact	Current Status	Comments	
*Agricultural land	DAFWA	# hectares destroyed:			
		# hectares damaged:			
*Agricultural production	DAFWA	% total agric production lost:			
Major irrigation	LG	Significant impacts:			

¹³ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.



Comprehensive Impact Assessment

Appendix B6 – Environmental Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAM¹⁴ indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

The LEMA may identify additional assets to be included. Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.7: Environmental impacts

B6. ENVIRONMENTAL IMPACTS					
Category	Agency/ Source	Impact		Current Status	Comments
*Water catchments	Water Corp / DER	# km ² contaminated:			
Wetlands	P&W	# hectares affected:			
*Coastline	DoT Marine Safety / LG	# km affected:			
Marine area	P&W / DoT Marine Safety	# km ² affected:			
		Impact & recovery monitoring			
*National parks	P&W	# hectares affected:			
Declared fauna	P&W	# fatalities* (estimated ¹⁵):			
		# injured* (estimated ¹⁴):			
		Species endangerment?			
Declared flora	P&W	Species endangerment?			
Reserves and parks	LG	# hectares affected:			
Is mosquito control required?	Health				
Issues with environment contamination?	DER				

¹⁴ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.

¹⁵ Note: in the majority of cases, P&W will be unable to provide this information.





Comprehensive Impact Assessment

Appendix B7 – Affected Local Government Impacts

Instructions: Information must be provided against all impacts marked with * even if it is a NIL response as these are the NIAM¹⁶ indicators.

Add/delete/modify the remaining categories and agency/source as appropriate to this emergency.

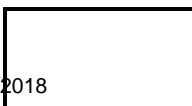
The LEMA may identify additional assets to be included.

Wherever possible, maps indicating the location of impacts are to be attached.

Table 6.8: Affected local government impacts

B7. AFFECTED LOCAL GOVERNMENT IMPACTS (complete one table per local government)					
Local Government:					
Category	Agency/ Source	Impact		Current Status	Comments
Local gov't staff affected	LG	% of staff available:			
		key personnel impacts:			
Critical LG buildings impacted	LG	# destroyed:			
		# damaged:			
		# closed:			
Core services affected	LG				
MoUs activated	LG				
Insurances	LG				
Sufficient recovery infrastructure available? (e.g. offices, ablution facilities)	LG				

¹⁶ National Impact Assessment Model indicators. Used by the State to negotiate emergency relief funding with the Commonwealth.





Comprehensive Impact Assessment

APPENDIX D – RISK ASSESSMENT

The following risks have been identified as a result of this emergency. An assessment of these risks has determined that they have been reduced sufficiently to allow the community to return with appropriate controls in place, however residual risks remain that require treatment.

(Instructions: Delete examples provided. Complete the below table for identified risks using the risk assessment matrix at **Appendix E**. Transfer relevant information from the table below to the *Risk Assessment Summary* table in section 4 above)

Table 6.10: Risk assessment

Risk	Context / description	Likelihood	Consequence	Level of Risk
e.g. exposure to asbestos	Asbestos has been located throughout the emergency area. The age of buildings and fencing indicates a high prevalence. There is a risk that agency personnel and/or members of the community may handle the disposal of asbestos incorrectly.	Likely	Major	Extreme
e.g. debris	There is still loose debris that has not been removed during the response phase. There is a risk of further injury or damage from this debris in high winds.	Likely	Moderate	High
e.g. fatigue of local gov't staff	The majority of local government staff have either been directly impacted by the emergency or involved in responding to the emergency. There is a risk of staff fatigue, which in turn will impact the local government's ability to function and recover.	Almost certain	Major	Extreme
e.g. power supply restoration	Horizon Power is restoring power supplies however impacted residents will need to be certified by an electrician prior to grid reconnection. There is a risk of properties not being suitable for reconnection to the power supply network.	Possible	Moderate	Medium
e.g. poor hygiene	Due to the loss of water and power there are potential health risks associated with poor hygiene.	Likely	Moderate	High



Comprehensive Impact Assessment

APPENDIX E – RISK ASSESSMENT MATRIX AND DEFINITIONS

The following definitions and risk assessment matrix should be used to inform completion of **Appendix D – Risk Assessment**.

Likelihood Rating

Likelihood Level	Description
Almost certain	Expected to occur in most circumstances
Likely	Will probably occur in most circumstances
Possible	Might occur at some time
Unlikely	Not expected but could occur at some time
Rare	May occur in exceptional circumstances

Consequence Rating

Likelihood Level	Description
Insignificant	No injuries, no damage
Minor	Small number of injuries, some damage
Moderate	Medical treatment required, localised damage
Major	Death or extensive injuries, significant damage
Catastrophic	Multiple persons affected by death/severe injury, extensive damage

Risk Assessment Matrix

Risk assessment matrix		Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Almost certain	Low	Medium	High	Extreme	Extreme
	Likely	Low	Medium	High	Extreme	Extreme
	Possible	Very low	Low	Medium	High	High
	Unlikely	Very low	Low	Low	Medium	Medium
	Rare	Very low	Very low	Very low	Low	Low





Comprehensive Impact Assessment

APPENDIX F – INDIVIDUAL CONTRIBUTING AGENCY REPORT

Individual agencies who are contributing information to this comprehensive impact assessment can use this form to provide their information to the Controlling Agency, if desired.

Table 6.11: Individual contributing agency report

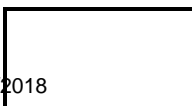
Agency:		
Issue/Current Status and Interdependencies	Actions Required	Estimated time of completion

Signature:

Name:

Position:

Date:





Comprehensive Impact Assessment

APPENDIX G – WANDRRA EXPENSES

The following information is required to enable the Executive Director of the Office of Emergency Management to resolve whether to activate the assistance measures available under the Western Australia Natural Disaster Relief and Recovery Arrangements (WANDRRA).

Table 6.12: WANDRRA expenses

Information to be attached by the Controlling Agency				
List of affected Local Governments:				<input type="checkbox"/>
Map of affected area:				<input type="checkbox"/>
Category of Expenditure ¹⁷	Estimated eligible WANDRRA cost \$	Responsible Agency	Contact Details	Comments
Personal Hardship and Distress assistance to individuals and families		Dept for Child Protection and Family Support		
Road Infrastructure (State and Local)		Main Roads WA		
Road Infrastructure within National Parks		Dept of Parks and Wildlife		
Damaged State housing stock		WA Housing Authority		
Interstate assistance costs (fire and emergency services)		Dept of Fire and Emergency Services		
Repair of uninsurable local government assets other than roads		Affected local governments		
Hazards created as a direct result of the event which local government is responsible for addressing (e.g. asbestos, mosquito control)		Affected local governments		
Total	\$			

¹⁷ Additional WANDRRA eligible costs (e.g. agricultural assistance) can be added to the table if deemed appropriate for a specific incident.





APPENDIX 5 – OPERATIONAL RECOVERY PLAN TEMPLATE

Local Recovery Coordination Group Operational Recovery Plan Emergency: (type and location)

Date of Emergency:

Section 1 Introduction

- Background on the nature of the emergency or incident;
- Aim or purpose of the plan; and
- Authority for plan.

Section 2 Assessment of Recovery Requirements

- Details of loss and damage to residential, commercial and industrial buildings, transport, essential services (including State and City infrastructure);
- Estimates of costs of damage;
- Temporary accommodation requirements (includes details of evacuation centres);
- Additional personnel requirements (general and specialist);
- Human services (personal and psychological support) requirements; and
- Other health issues.

Section 3 Organisational Aspects

Details the composition, structure and reporting lines of the groups/committees and subcommittees set up to manage the recovery process.

Details the inter-agency relationships and responsibilities

Details the roles, key tasks and responsibilities of the various groups/committees and those appointed to various positions including the Recovery Coordinator.

Section 4 Operational Aspects

Details resources available and required;

- Redevelopment Plans (includes mitigation proposals);
- Reconstruction restoration programme and priorities, (including estimated timeframes);
- Includes programs and strategies of government agencies to restore essential services and policies for mitigation against future emergencies;
- Includes the City's program for community services restoration;
- Financial arrangements (assistance programs (NDRRA), insurance, public appeals and donations; and
- Public information dissemination.

Section 5 Administrative Arrangements

- Administration of recovery funding and other general financial issues;
- Public appeals policy and administration (including policies and strategies for office and living accommodation, furniture and equipment details for additional temporary personnel).

Section 6 Conclusion Summarises goals, priorities and timetable of plan.



APPENDIX 6 – LRCG ACTION CHECKLIST

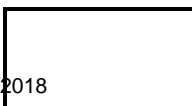
TASK DESCRIPTION	COMPLETE
WITHIN 48 HOURS	
Local Recovery Coordinator to contact and alert key local contacts	
Local Recovery Coordinator to liaise with the Controlling Agency and participate in the incident management arrangements, including the Incident Support Group and Operations Area Support Group where appropriate	
Local Recovery Coordinator to receive initial impact assessment from the Controlling Agency	
Local Recovery Coordinator to determine the need for the Local Recovery Coordination Group to be convened and its members briefed, in conjunction with the City.	
Local Recovery Coordinator and the City to participate in the determination of state involvement in conjunction with the State Recovery Coordinator	
Meet with specific agencies involved with recovery operations to determine actions	
Further develop and implement event specific Communication Plan, including public information, appointment of a spokesperson and the City's internal communication processes.	
Consider support required, for example resources to maintain a record of events and actions	
WITHIN 1 WEEK	
Participate in consultation on the coordination of completion of a Comprehensive Impact Assessment by the Controlling Agency	
Activate a recovery coordination centre if required	
Identify special needs groups or individuals.	
Determine the need to establish subcommittees, and determine functions and membership if necessary	
Develop an Operational Recovery Plan which determines the recovery objectives and details the recovery requirements, governance arrangements, resources and priorities	
Confirm whether the event has been proclaimed an eligible natural disaster under the WA Natural Disaster Relief Arrangements and if so what assistance measures are available	
Manage offers of assistance, including volunteers, material aid and donated money.	
Report to organisational hierarchy on likely costs/impact of involvement in recovery activities.	
Activate outreach program to meet immediate needs and determine ongoing needs. Issues to be considered should include the need for specialist counselling, material aid, accommodation, financial assistance and social, recreational and domestic facilities.	
Establish a system for recording all expenditure during recovery (includes logging expenditure, keeping receipts and providing timesheets for paid labour)	
Consider establishing a call centre with prepared responses for frequently asked questions	
Establish a 'one-stop shop' recovery centre to provide the affected community with access to all recovery services.	





TASK DESCRIPTION	COMPLETE
WITHIN 1 WEEK	
Manage restoration of essential infrastructure/utilities.	
Brief media on the recovery program.	
WITHIN 12 MONTHS	
Determine longer-term recovery strategies	
Debrief recovery agencies and staff	
Implement transitioning to mainstream services	
Evaluate effectiveness of recovery within 12 months of the emergency	

*Descriptions and timeframes are only indicative.





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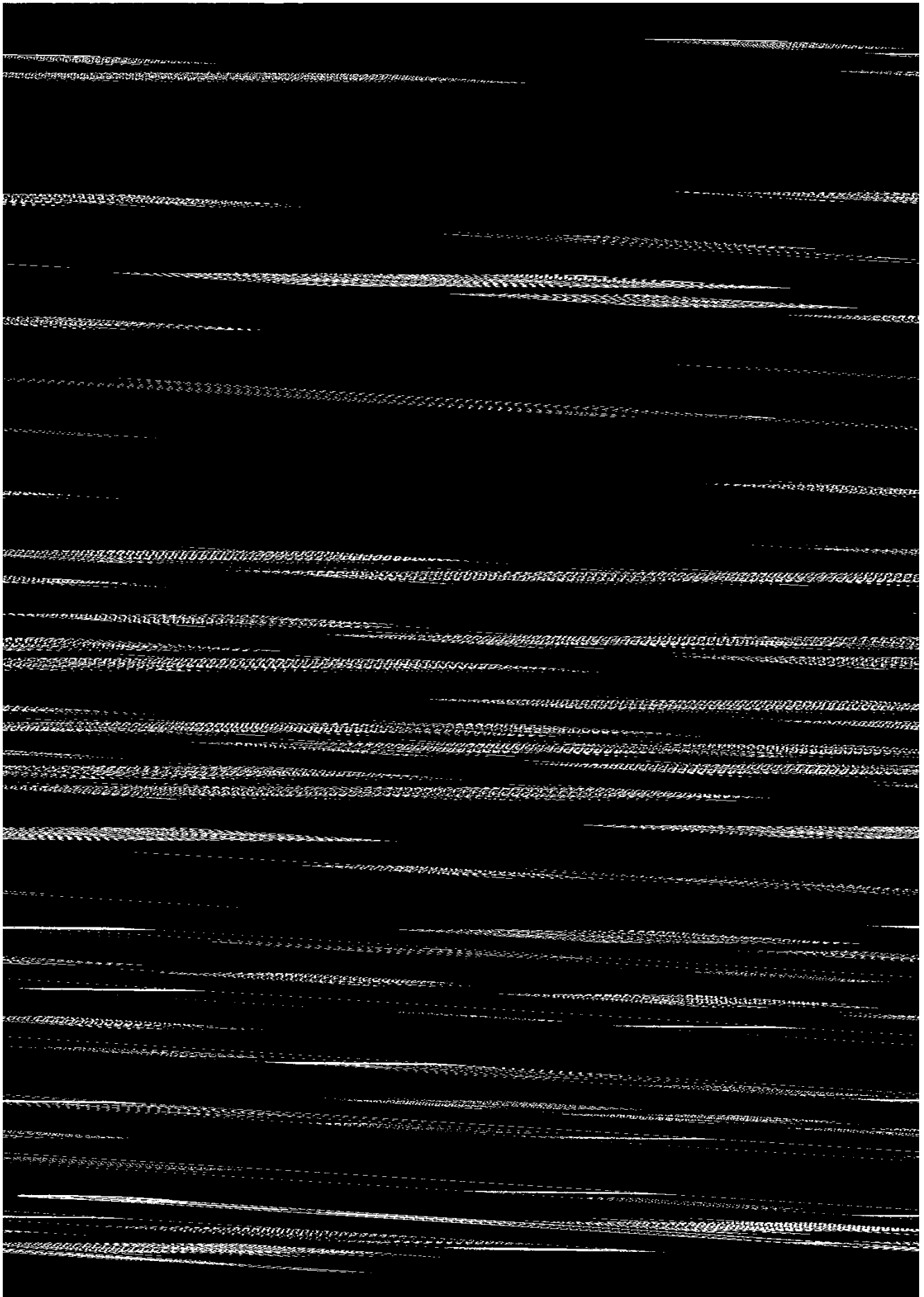


This information is available in alternative formats upon request



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18. EXECUTIVE DIVISION ISSUES

Nil

19. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

20. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil

21. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY MEMBERS OR OFFICERS

Nil

22. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

23. CONFIDENTIAL BUSINESS

Nil

24. (2018/MINUTE NO 0048) RESOLUTION OF COMPLIANCE

RECOMMENDATION

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

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



COUNCIL DECISION

MOVED Cr K Allen SECONDED Cr P Eva

That the recommendation be adopted.

CARRIED 7/0

25. CLOSURE OF MEETING

The meeting closed at 8.37pm.

