



City of Cockburn
Ordinary Council Meeting
Agenda Paper

For Thursday, 9 April 2020



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

Cnr Rockingham Road and
Coleville Crescent, Spearwood

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NOTICE OF MEETING

Pursuant to Clause 2.4 of Council's Standing Orders, an Ordinary Meeting of Council has been called for Thursday 9 April 2020. The meeting is to be conducted at 7:00 PM by video conferencing in accordance with the *Local Government (Administration) Amendment Regulations 2020*.

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

A handwritten signature in black ink, appearing to read 'Stuart Downing', is written over a faint, light-colored signature line.

Stuart Downing
ACTING CHIEF EXECUTIVE OFFICER

CITY OF COCKBURN

SUMMARY OF AGENDA TO BE PRESENTED TO THE ORDINARY COUNCIL MEETING TO BE HELD ON THURSDAY, 9 APRIL 2020 AT 7:00 PM

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CITY OF COCKBURN

**AGENDA TO BE PRESENTED TO THE ORDINARY
COUNCIL MEETING
TO BE HELD ON THURSDAY, 9 APRIL 2020 AT 7:00 PM**

- 1. DECLARATION OF MEETING**
- 2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED)**
- 3. DISCLAIMER (TO BE READ ALOUD BY PRESIDING MEMBER)**

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

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

- 5. APOLOGIES & LEAVE OF ABSENCE**

Chief Executive Officer Stephen Cain - Leave of Absence

- 6. WRITTEN REQUESTS FOR LEAVE OF ABSENCE**

Nil

- 7. RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE**

Nil

- 8. PUBLIC QUESTION TIME**

9. CONFIRMATION OF MINUTES

9.1 MINUTES OF THE SPECIAL COUNCIL MEETING - 11/3/2020

RECOMMENDATION

That Council confirms the Minutes of the Special Council Meeting held on Wednesday, 11 March 2020 as a true and accurate record.

9.2 MINUTES OF THE ORDINARY COUNCIL MEETING - 12/3/2020

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Council Meeting held on Thursday, 12 March 2020 as a true and accurate record.

10. DEPUTATIONS

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

Nil

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

13. COUNCIL MATTERS

13.1 MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 19 MARCH 2020

Author(s)	J Fiori
Attachments	<ol style="list-style-type: none">1. Minutes - Audit and Strategic Finance Committee - 19 March 2020 ↓2. Confidential Attachments - Audit and Strategic Finance Committee Meeting - 19 March 2020 (CONFIDENTIAL)

RECOMMENDATION

That Council receive the Minutes of the Audit and Strategic Finance Committee Meeting held on the 19 March 2020 and adopt the recommendations contained therein, as attached to the agenda.

Background

Pursuant to Regulations 14 and 15 of the *Local Government Act 1995*, completion of the Local Government Audit Return (CAR) has been mandatory for all local governments in Western Australia since 2000.

Submission

N/A

Report

At the Audit and Strategic Finance Committee Meeting held on 19 March 2020, the following report was presented:

- Local Government Act Compliance Audit Return 2019.

Pursuant to Regulation 14(3A) of the *Local Government (Audit) Regulations 1996* the Annual CAR is to be presented to, and reviewed, by a meeting of the Audit and Strategic Finance Committee, and the result of that review reported to a meeting of Council for adoption.

Following its adoption by Council, and pursuant to Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996*, the City's Governance and Risk Services will submit a certified copy of the CAR, signed by the Mayor and the Chief Executive Officer, along with a copy of the relevant section of the Council Minutes, to the Director General, Department of Local Government, Sports and Cultural Industries (DLGSC) via the DLGSC's *Smart Hub* file upload facility by 31 March 2020. The CAR indicates a conformity rating of 99 % for the year.

Strategic Plans/Policy ImplicationsLeading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

Regulations 14 and 15 of the *Local Government (Audit) Regulations 1995* refer.

Community Consultation

N/A

Risk Management Implications

Failure to adopt the recommendation will result in non-compliance with meeting the 31 March 2020 deadline for the CAR statutory reporting requirements to the regulator DLGSC.

Advice to Proponent(s)/Submitters

N/A

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

Nil



City of Cockburn
Audit and Strategic Finance Committee
Minutes

For Thursday, 19 March 2020

These Minutes are subject to confirmation

Presiding Member's signature

Date: 16 July 2020

ASFC 19/03/2020

CITY OF COCKBURN
SUMMARY OF MINUTES OF THE AUDIT AND STRATEGIC FINANCE
COMMITTEE MEETING HELD ON THURSDAY, 19 MARCH 2020 AT 6.00 PM

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CITY OF COCKBURN
MINUTES OF AUDIT AND STRATEGIC FINANCE COMMITTEE HELD
ON THURSDAY, 19 MARCH 2020 AT 6.00PM

PRESENT:**ELECTED MEMBERS**

Mr L Howlett	-	Mayor
Mr K Allen	-	Councillor
Mr M Separovich	-	Councillor (Deputy)
Ms S Smith	-	External Member

IN ATTENDANCE

Mr S Downing	-	Acting Chief Executive Officer
Mr D Green	-	Director Governance and Community Services
Mr D Arndt	-	Director Planning and Development
Mr C Sullivan	-	Director Engineering and Works
Mr N Mauricio	-	Acting Director Finance and Corporate Services
Mrs G Bowman	-	Executive Manager, Strategy and Civic Support
Mr J Fiori	-	Risk and Governance Advisor
Mrs S D'Agnone	-	Council Minute Officer

1. DECLARATION OF MEETING

The Presiding Member declared the meeting open at 6.00pm.

“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.

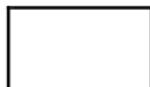
2. APPOINTMENT OF PRESIDING MEMBER (IF REQUIRED)

Nil

3. DISCLAIMER (TO BE READ ALOUD BY PRESIDING MEMBER)

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

Nil

5. APOLOGIES AND LEAVE OF ABSENCE

Dr C Terblanche - Councillor
 Mr T Widenbar - Councillor
 Mr Stephen Cain, CEO - Leave of Absence

6. PUBLIC QUESTION TIME

Nil

7. CONFIRMATION OF MINUTES

7.1 (2020/MINUTE NO 0001) MINUTES OF THE AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 21/11/2019

RECOMMENDATION

That Committee confirms the Minutes of the Audit and Strategic Finance Committee Meeting held on Thursday, 21 November 2019 as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Cr M Separovich SECONDED Cr K Allen

That the recommendation be adopted.

CARRIED 4/0

7.2 (2020/MINUTE NO 0002) MINUTES OF THE SPECIAL AUDIT AND STRATEGIC FINANCE COMMITTEE MEETING - 11/12/2019

RECOMMENDATION

That Committee confirms the Minutes of the Special Audit & Strategic Finance Committee Meeting held on Wednesday, 11 December 2019 as a true and accurate record.

COMMITTEE RECOMMENDATION

MOVED Mayor L Howlett SECONDED External Member Susan Smith

That the recommendation be adopted.

CARRIED 4/0

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8. DEPUTATIONS

Nil

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

Nil

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

Nil

(2020/MINUTE NO 0003) MEETING TO PROCEED BEHIND CLOSED DOORS

COMMITTEE RECOMMENDATION

MOVED Cr M Separovich SECONDED Cr K Allen

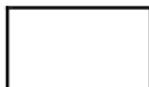
That, pursuant to Section 5.23(2)(a) of the Local Government Act 1995, Council proceeds behind closed doors to consider Item 11.1.

CARRIED 4/0

Reason for Decision

Item 11.1 contains Confidential Attachments.

NOTE: Meeting went behind closed doors at 6.24pm.



Item 11.1

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11. COUNCIL MATTERS

11.1 (2020/MINUTE NO 0004) LOCAL GOVERNMENT ACT COMPLIANCE AUDIT RETURN 2019

- Author(s)** J Fiori
- Attachments**
1. Compliance Audit Return 2019 [↓](#)
 2. Compliance Audit Return – Committee Amendment (**CONFIDENTIAL**)
 3. Letter to Public Sector Commission (**CONFIDENTIAL**)
 4. DLGSCI Response (**CONFIDENTIAL**)

RECOMMENDATION
 That the Committee adopts the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019, as attached to the Agenda, for adoption by Council.

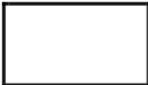
COMMITTEE RECOMMENDATION
 MOVED Mayor L Howlett SECONDED Cr K Allen
 That the Committee:

1. adopts the Local Government Compliance Audit Return for the period 1 January 2019 to 31 December 2019, subject to amending 'Disclosure of Interest', Item 17, page 3 of 12, provided under confidential cover and attached to the minutes, with the additional amendment that the attached comment from the officer be reported to the Department as a confidential attachment;
2. amends 'Tenders for Providing Goods and Services' Item 20, page 10 of 12, from "yes" to "N/A" (not applicable);
3. requires an audit of the Compliance Audit Return for 2020 be undertaken and reported to the Audit and Strategic Finance Committee meeting;
4. notes the conformity rating for the year is reduced to 99% as a result.

CARRIED 3/1

Reason for Decision

The response 'Disclosure of Interest' Item 17 on page 3 of 12 of the Compliance Audit Return (CAR) incorrectly indicated that this requirement had been adhered to, when clearly this is not the case. The associated commentary provides the details of the non-compliance and this matter should be clarified by the Director General of the Department of Local Government, Sport and Cultural Industries. Further, there is a minor change recommended to 'Tenders for Providing Goods and Services' Item 20 on page 10 of 12. As a result of the change to the CAR for Item 17, the level of conformity



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Item 11.1

has been reduced to 99%. Also, it is recommended that the CAR for the current year (2020) be independently audited to ensure a necessary level of compliance can be validated.

Background

Pursuant to Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996*, completion of the Local Government Compliance Audit Return (CAR) has been mandatory for all local governments in Western Australia since 2000.

Submission

N/A

Report

Pursuant to Regulation 14(3A) of the *Local Government (Audit) Regulations 1996* the CAR is to be presented to, and reviewed by, a meeting of the Audit and Strategic Finance Committee, and the result of that review reported to a meeting of Council for adoption.

Following its adoption by Council, and pursuant to Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996*, the City's Governance and Risk Services submit a certified copy of the CAR, signed by the Mayor and Chief Executive Officer, along with a copy of the relevant section of the Council Minutes, to the Director General, Department of Local Government, Sports and Cultural Industries (DLGSC) via the DLGSC's *Smart Hub* file upload facility by 31 March each year. The CAR indicates a conformity rating of 100% for the year.

Strategic Plans/Policy ImplicationsLeading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

Regulations 14 and 15 of the *Local Government (Audit) Regulations 1996* refer.

Community Consultation

N/A

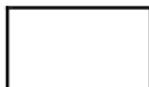
Risk Management Implications

Failure to adopt the recommendation will result in non-compliance with meeting the 31 March 2020 deadline for the CAR statutory reporting requirements to the regulator, DLGSC.

Advice to Proponent(s)/Submitters

N/A

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

Nil



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(2020/MINUTE NO 0005) REOPEN MEETING TO PUBLIC

COMMITTEE RECOMMENDATION

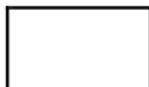
MOVED Cr M Separovich SECONDED Mayor L Howlett

That the Committee reopen the meeting to the public, the time being 6.53.

CARRIED 4/0

Reason for Decision

Opening the meeting to the public will allow the Presiding Member to inform the public of the Committee's decision.



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Item 11.1 Attachment 1

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

Cockburn - Compliance Audit Return 2019**Certified Copy of Return**

Please submit a signed copy to the Director General of the Department of Local Government, Sport and Cultural Industries together with a copy of section of relevant minutes.

Commercial Enterprises by Local Governments					
No	Reference	Question	Response	Comments	Respondent
1	s3.59(2)(a)(b)(c) F&G Reg 7,9	Has the local government prepared a business plan for each major trading undertaking in 2019?	N/A	No Major Tradings from a land perspective were undertaken.	Joseph Fiori
2	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan for each major land transaction that was not exempt in 2019?	N/A	No Major Tradings from a land perspective were undertaken.	Joseph Fiori
3	s3.59(2)(a)(b)(c) F&G Reg 7,10	Has the local government prepared a business plan before entering into each land transaction that was preparatory to entry into a major land transaction in 2019?	N/A	No Major Tradings from a land perspective were undertaken.	Joseph Fiori
4	s3.59(4)	Has the local government complied with public notice and publishing requirements of each proposal to commence a major trading undertaking or enter into a major land transaction for 2019?	N/A	No Major Tradings from a land perspective were undertaken.	Joseph Fiori
5	s3.59(5)	Did the Council, during 2019, resolve to proceed with each major land transaction or trading undertaking by absolute majority?	N/A	No Major Tradings from a land perspective were undertaken.	Joseph Fiori

Delegation of Power / Duty					
No	Reference	Question	Response	Comments	Respondent
1	s5.16, 5.17, 5.18	Were all delegations to committees resolved by absolute majority?	Yes		Joseph Fiori
2	s5.16, 5.17, 5.18	Were all delegations to committees in writing?	Yes		Joseph Fiori
3	s5.16, 5.17, 5.18	Were all delegations to committees within the limits specified in section 5.17?	Yes		Joseph Fiori
4	s5.16, 5.17, 5.18	Were all delegations to committees recorded in a register of delegations?	Yes		Joseph Fiori
5	s5.18	Has Council reviewed delegations to its committees in the 2018/2019 financial year?	Yes		Joseph Fiori
6	s5.42(1),5.43 Admin Reg 18G	Did the powers and duties of the Council delegated to the CEO exclude those as listed in section 5.43 of the Act?	Yes		Joseph Fiori
7	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO resolved by an absolute majority?	Yes		Joseph Fiori
8	s5.42(1)(2) Admin Reg 18G	Were all delegations to the CEO in writing?	Yes		Joseph Fiori
9	s5.44(2)	Were all delegations by the CEO to any employee in writing?	Yes		Joseph Fiori

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Item 11.1 Attachment 1

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

10	s5.45(1)(b)	Were all decisions by the Council to amend or revoke a delegation made by absolute majority?	Yes	Joseph Fiori
11	s5.46(1)	Has the CEO kept a register of all delegations made under the Act to him and to other employees?	Yes	Joseph Fiori
12	s5.46(2)	Were all delegations made under Division 4 of Part 5 of the Act reviewed by the delegator at least once during the 2018/2019 financial year?	Yes	Joseph Fiori
13	s5.46(3) Admin Reg 19	Did all persons exercising a delegated power or duty under the Act keep, on all occasions, a written record as required?	Yes	Joseph Fiori

Disclosure of Interest					
No	Reference	Question	Response	Comments	Respondent
1	s5.67	If a member disclosed an interest, did he/she ensure that they did not remain present to participate in any discussion or decision-making procedure relating to the matter in which the interest was disclosed (not including participation approvals granted under s5.68)?	Yes		Joseph Fiori
2	s5.68(2)	Were all decisions made under section 5.68(1), and the extent of participation allowed, recorded in the minutes of Council and Committee meetings?	N/A	Not Applicable	Joseph Fiori
3	s5.73	Were disclosures under section 5.65 or 5.70 recorded in the minutes of the meeting at which the disclosure was made?	N/A	Not Applicable	Joseph Fiori
4	s5.73	Where the CEO had an interest relating to a gift under section 5.71A(1), was written notice given to the Council?	N/A	Not Applicable	Joseph Fiori
5	s5.73	Where the CEO had an interest relating to a gift in a matter in respect of a report another employee is providing advice on under section 5.71A (3), was the nature of interest disclosed when the advice or report was provided?	N/A	Not Applicable	Joseph Fiori
6	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly elected members within three months of their start day?	Yes		Joseph Fiori
7	s5.75(1) Admin Reg 22 Form 2	Was a primary return lodged by all newly designated employees within three months of their start day?	Yes		Joseph Fiori
8	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all continuing elected members by 31 August 2019?	Yes		Joseph Fiori
9	s5.76(1) Admin Reg 23 Form 3	Was an annual return lodged by all designated employees by 31 August 2019?	Yes		Joseph Fiori

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Item 11.1 Attachment 1

Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



Department of
Local Government, Sport
and Cultural Industries

10	s5.77		On receipt of a primary or annual return, did the CEO, (or the Mayor/ President in the case of the CEO's return) on all occasions, give written acknowledgment of having received the return?	Yes		Joseph Fiori
11	s5.88(1)(2) Admin Reg 28		Did the CEO keep a register of financial interests which contained the returns lodged under section 5.75 and 5.76?	Yes		Joseph Fiori
12	s5.88(1)(2) Admin Reg 28		Did the CEO keep a register of financial interests which contained a record of disclosures made under sections 5.65, 5.70 and 5.71, in the form prescribed in Administration Regulation 28?	Yes		Joseph Fiori
13	s5.89A Admin Reg 28A		Did the CEO keep a register of gifts which contained a record of disclosures made under section 5.71A, in the form prescribed in Administration Regulation 28A?	N/A	Not Applicable	Joseph Fiori
14	s5.88 (3)		Has the CEO removed all returns from the register when a person ceased to be a person required to lodge a return under section 5.75 or 5.76?	Yes		Joseph Fiori
15	s5.88(4)		Have all returns lodged under section 5.75 or 5.76 and removed from the register, been kept for a period of at least five years, after the person who lodged the return ceased to be a council member or designated employee?	Yes		Joseph Fiori
16	s5.103 Admin Reg 34C & Rules of Conduct Reg 11		Where an elected member or an employee disclosed an interest in a matter discussed at a Council or committee meeting where there was a reasonable belief that the impartiality of the person having the interest would be adversely affected, was it recorded in the minutes?	Yes		Joseph Fiori
17	s5.70(2)		Where an employee had an interest in any matter in respect of which the employee provided advice or a report directly to the Council or a Committee, did that person disclose the nature of that interest when giving the advice or report?	No	Refer Confidential Attachment 2	Joseph Fiori

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Item 11.1 Attachment 1

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Department of Local Government, Sport and Cultural Industries - Compliance Audit Return



					
18	s5.70(3)	Where an employee disclosed an interest under s5.70(2), did that person also disclose the extent of that interest when required to do so by the Council or a Committee?	N/A	Not Applicable	Joseph Fiori
19	s5.103(3) Admin Reg 34B	Has the CEO kept a register of all notifiable gifts received by Council members and employees?	Yes		Joseph Fiori

Disposal of Property					
No	Reference	Question	Response	Comments	Respondent
1	s3.58(3)	Was local public notice given prior to disposal for any property not disposed of by public auction or tender (except where excluded by Section 3.58(5))?	Yes		Joseph Fiori
2	s3.58(4)	Where the local government disposed of property under section 3.58(3), did it provide details, as prescribed by section 3.58(4), in the required local public notice for each disposal of property?	Yes		Joseph Fiori

Elections					
No	Reference	Question	Response	Comments	Respondent
1	Elect Reg 30G (1)(2)	Did the CEO establish and maintain an electoral gift register and ensure that all 'disclosure of gifts' forms completed by candidates and received by the CEO were placed on the electoral gift register at the time of receipt by the CEO and in a manner that clearly identifies and distinguishes the candidates?	Yes		Joseph Fiori
2	Elect Reg 30G(3) &(4)	Did the CEO remove any 'disclosure of gifts' forms relating to an unsuccessful candidate or a successful candidate that completed the term of office from the electoral gift register, and retain those forms separately for a period of	N/A	Not Applicable	Joseph Fiori

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at least 2 years?

Finance					
No	Reference	Question	Response	Comments	Respondent
1	s7.1A	Has the local government established an audit committee and appointed members by absolute majority in accordance with section 7.1A of the Act?	Yes	Special Council Meeting dated 24 October 2019.	Joseph Fiori
2	s7.1B	Where a local government determined to delegate to its audit committee any powers or duties under Part 7 of the Act, did it do so by absolute majority?	Yes	Special Council Meeting dated 24 October 2019.	Joseph Fiori
3	s7.3(1)	Was the person(s) appointed by the local government under s7.3(1) to be its auditor, a registered company auditor?	N/A	Auditor General of WA appointed by Local Government Act 1995.	Joseph Fiori
4	s7.3(1), 7.6(3)	Was the person or persons appointed by the local government to be its auditor, appointed by an absolute majority decision of Council?	N/A	Auditor General of WA appointed by Local Government Act 1995.	Joseph Fiori
5	Audit Reg 10	Was the Auditor's report(s) for the financial year(s) ended 30 June received by the local government within 30 days of completion of the audit?	Yes	Audit report signed by Auditor General 13 Dec and received 20 Dec.	Joseph Fiori
6	s7.9(1)	Was the Auditor's report for the financial year ended 30 June 2019 received by the local government by 31 December 2019?	Yes	Received by 20 December.	Joseph Fiori
7	S7.12A(3)	Where the local government determined that matters raised in the auditor's report prepared under s7.9(1) of the Act required action to be taken, did the local government, ensure that appropriate action was undertaken in respect of those matters?	N/A	No action required to be taken.	Joseph Fiori
8	S7.12A (4)	Where the auditor identified matters as significant in the auditor's report (prepared under s7.9(1) of the Act), did the local government prepare a report stating what action had been taken or it intended to take with respect to each of the matters and give a copy to the Minister within 3 months after receipt of the audit report?	Yes	OAG Audit Report received by the City 13 Dec 2019 and letter sent to the Minister 27 February 2020.	Joseph Fiori
9	S7.12A (5)	Within 14 days after the local government gave a report to the Minister under s7.12A(4)(b), did the CEO publish a copy of the report on the local government's official website?	N/A	No significant matters identified.	Joseph Fiori
10	Audit Reg 7	Did the agreement between the local government and its auditor include the objectives of the audit?	Yes	Comprehensive audit plan agreed with the OAG contract auditor.	Joseph Fiori
11	Audit Reg 7	Did the agreement between the local	Yes	Comprehensive audit	Joseph Fiori

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		government and its auditor include the scope of the audit?		plan agreed with the OAG contract auditor.	
12	Audit Reg 7	Did the agreement between the local government and its auditor include a plan for the audit?	Yes	Comprehensive audit plan agreed with the OAG contract auditor.	Joseph Fiori
13	Audit Reg 7	Did the agreement between the local government and its auditor include details of the remuneration and expenses to be paid to the auditor?	Yes	OAG wrote to the City advising the audit fees prior to the audit.	Joseph Fiori
14	Audit Reg 7	Did the agreement between the local government and its auditor include the method to be used by the local government to communicate with, and supply information to, the auditor?	Yes	Comprehensive audit plan agreed with the OAG contract auditor.	Joseph Fiori

Integrated Planning and Reporting					
No	Reference	Question	Response	Comments	Respondent
1	s5.56 Admin Reg 19DA (6)	Has the local government adopted a Corporate Business Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	9 June 2016.	Joseph Fiori
2	s5.56 Admin Reg 19DA (4)	Has the local government reviewed the Corporate Business Plan in the 2018-2019 Financial Year. If Yes, please provide date of Council meeting the review was adopted at?	Yes	13 June 2019.	Joseph Fiori
3	s5.56 Admin Reg 19C	Has the local government adopted a Strategic Community Plan. If Yes, please provide adoption date of the most recent Plan in Comments?	Yes	14 June 2016.	Joseph Fiori
4	s5.56 Admin Reg 19C (4)	Has the local government reviewed the current Strategic Community Plan. If Yes, please provide date of most recent review by Council in Comments. Note: If the current Strategic Community Plan was adopted after 1/1/2016, please respond N/A and provide adoption date in Comments?	N/A	14 June 2016.	Joseph Fiori
5	S5.56 Admin Reg 19DA (3)	Has the local government developed an Asset Management Plan(s) that covers all asset classes. If Yes, please provide the date of the most recent Plan adopted by Council in Comments?	Yes	An Asset Management Strategy was adopted by Council on 8 February 2018. Asset Management Plans were initially adopted by Council with subsequent reviews by Executive.	Joseph Fiori
6	S5.56 Admin Reg 19DA (3)	Has the local government developed a Long Term Financial Plan. If Yes, please provide the adoption date of the most recent Plan in Comments?	Yes	13 June 2019.	Joseph Fiori
7	S5.56 Admin Reg	Has the local government developed a	Yes	14 June 2016.	Joseph Fiori

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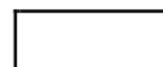
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19DA (3)	Workforce Plan. If Yes, please provide adoption date of the most recent Plan in comments?
----------	-------------------------------------------------------------------------------------------

Local Government Employees					
No	Reference	Question	Response	Comments	Respondent
1	Admin Reg 18C	Did the local government approve the process to be used for the selection and appointment of the CEO before the position of CEO was advertised?	N/A	There was no appointment of CEO in 2019.	Joseph Fiori
2	s5.36(4) s5.37(3), Admin Reg 18A	Were all vacancies for the position of CEO and other designated senior employees advertised and did the advertising comply with s.5.36(4), 5.37(3) and Admin Reg 18A?	N/A	There was no appointment of CEO in 2019.	Joseph Fiori
3	Admin Reg 18F	Was the remuneration and other benefits paid to a CEO on appointment the same remuneration and benefits advertised for the position of CEO under section 5.36(4)?	N/A	There was no appointment of CEO in 2019.	Joseph Fiori
4	Admin Regs 18E	Did the local government ensure checks were carried out to confirm that the information in an application for employment was true (applicable to CEO only)?	N/A	There was no appointment of CEO in 2019.	Joseph Fiori
5	s5.37(2)	Did the CEO inform Council of each proposal to employ or dismiss a designated senior employee?	N/A	No designated employees were dismissed in 2019.	Joseph Fiori

Official Conduct					
No	Reference	Question	Response	Comments	Respondent
1	s5.120	Where the CEO is not the complaints officer, has the local government designated a senior employee, as defined under s5.37, to be its complaints officer?	N/A	CEO is the Complaints Officer.	Joseph Fiori
2	s5.121(1)	Has the complaints officer for the local government maintained a register of complaints which records all complaints that result in action under s5.110(6)(b) or (c)?	Yes		Joseph Fiori
3	s5.121(2)(a)	Does the complaints register maintained by the complaints officer include provision for recording of the name of the council member about whom the complaint is made?	Yes		Joseph Fiori
4	s5.121(2)(b)	Does the complaints register maintained by the complaints officer include provision for recording the	Yes		Joseph Fiori

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		name of the person who makes the complaint?		
5	s5.121(2)(c)	Does the complaints register maintained by the complaints officer include provision for recording a description of the minor breach that the standards panel finds has occurred?	Yes	Joseph Fiori
6	s5.121(2)(d)	Does the complaints register maintained by the complaints officer include the provision to record details of the action taken under s5.110(6)(b) or (c)?	Yes	Joseph Fiori

Optional Questions					
No	Reference	Question	Response	Comments	Respondent
1	Financial Management Reg 5(2)(c)	Did the CEO review the appropriateness and effectiveness of the local government's financial management systems and procedures in accordance with Local Government (Financial Management) Regulation 5(2)(c) within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	OCM 8 August 2019.	Joseph Fiori
2	Audit Reg 17	Did the CEO review the appropriateness and effectiveness of the local government's systems and procedures in relation to risk management, internal control and legislative compliance in accordance with Local Government (Audit) Regulation 17 within the 3 years prior to 31 December 2019? If yes, please provide date of Council resolution in comments?	Yes	The City contracted Riskwest to undertake an independent risk maturity review on October 2018. The report was presented to the July 2019 Audit and Strategic Finance Committee meeting, and subsequently to the August 2019 OCM Council meeting, where Council adopted and committed to undertake opportunities for improvement.	Joseph Fiori
3	Financial Management Reg 5A.	Did the local government provide AASB 124 related party information in its annual report(s) tabled at an electors meeting(s) during calendar year 2019?	Yes	AGM 5 February 2019.	Joseph Fiori
4	S6.4(3)	Did the local government submit to its auditor by 30 September 2019 the balanced accounts and annual financial report for the year ending 30 June 2019?	Yes	Draft set of financials provided to auditor on 16 August 2019 and audit commenced on 23 September 2019.	Joseph Fiori

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Tenders for Providing Goods and Services					
No	Reference	Question	Response	Comments	Respondent
1	s3.57 F&G Reg 11	Did the local government invite tenders on all occasions (before entering into contracts for the supply of goods or services) where the consideration under the contract was, or was expected to be, worth more than the consideration stated in Regulation 11(1) of the Local Government (Functions & General) Regulations (Subject to Functions and General Regulation 11(2))?	Yes		Joseph Fiori
2	F&G Reg 12	Did the local government comply with F&G Reg 12 when deciding to enter into multiple contracts rather than inviting tenders for a single contract?	Yes		Joseph Fiori
3	F&G Reg 14(1) & (3)	Did the local government invite tenders via Statewide public notice?	Yes		Joseph Fiori
4	F&G Reg 14 & 15	Did the local government's advertising and tender documentation comply with F&G Regs 14, 15 & 16?	Yes		Joseph Fiori
5	F&G Reg 14(5)	If the local government sought to vary the information supplied to tenderers, was every reasonable step taken to give each person who sought copies of the tender documents or each acceptable tenderer, notice of the variation?	Yes		Joseph Fiori
6	F&G Reg 16	Did the local government's procedure for receiving and opening tenders comply with the requirements of F&G Reg 16?	Yes		Joseph Fiori
7	F&G Reg 18(1)	Did the local government reject the tenders that were not submitted at the place, and within the time specified in the invitation to tender?	Yes		Joseph Fiori
8	F&G Reg 18 (4)	In relation to the tenders that were not rejected, did the local government assess which tender to accept and which tender was most advantageous to the local government to accept, by means of written evaluation criteria?	Yes		Joseph Fiori
9	F&G Reg 17	Did the information recorded in the local government's tender register comply with the requirements of F&G Reg 17 and did the CEO make the tenders register available for public inspection?	Yes		Joseph Fiori
10	F&G Reg 19	Did the CEO give each tenderer written notice advising particulars of the successful tender or advising that no tender was accepted?	Yes		Joseph Fiori
11	F&G Reg 21 & 22	Did the local governments advertising and expression of interest documentation comply with the requirements of F&G Regs 21 and 22?	Yes		Joseph Fiori
12	F&G Reg 23(1)	Did the local government reject the expressions of interest that were not submitted at the place and within the time specified in the notice?	Yes		Joseph Fiori

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13	F&G Reg 23(4)	After the local government considered expressions of interest, did the CEO list each person considered capable of satisfactorily supplying goods or services?	Yes		Joseph Fiori
14	F&G Reg 24	Did the CEO give each person who submitted an expression of interest, a notice in writing in accordance with Functions & General Regulation 24?	Yes		Joseph Fiori
15	F&G Reg 24AC (1) & (2)	Has the local government established a policy on procurement of goods and services from pre-qualified suppliers in accordance with the regulations?	Yes		Joseph Fiori
16	F&G Reg 24AD(2)	Did the local government invite applicants for a panel of pre-qualified suppliers via Statewide public notice?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
17	F&G Reg 24AD(4) & 24AE	Did the local government's advertising and panel documentation comply with F&G Regs 24AD(4) & 24AE?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
18	F&G Reg 24AF	Did the local government's procedure for receiving and opening applications to join a panel of pre-qualified suppliers comply with the requirements of F&G Reg 16 as if the reference in that regulation to a tender were a reference to a panel application?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
19	F&G Reg 24AD(6)	If the local government sought to vary the information supplied to the panel, was every reasonable step taken to give each person who sought detailed information about the proposed panel or each person who submitted an application, given notice of the variation?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
20	F&G Reg 24AH(1)	Did the local government reject the applications to join a panel of pre-qualified suppliers that were not submitted at the place, and within the time specified in the invitation for applications?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
21	F&G Reg 24AH(3)	In relation to the applications that were not rejected, did the local government assess which application(s) to accept and which application(s) were most advantageous to the local government to accept, by means of written evaluation criteria?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
22	F&G Reg 24AG	Did the information recorded in the local government's tender register about panels of pre-qualified suppliers, comply with the requirements of F&G Reg 24AG?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
23	F&G Reg 24AI	Did the CEO send each person who submitted an application, written notice advising if the person's application was accepted and they are to be part of a panel of pre-qualified suppliers, or, that the application was not accepted?	N/A	No panel of pre-qualified suppliers were invited by the City.	Joseph Fiori
24	F&G Reg 24E	Where the local government gave a regional price preference, did the local government comply with the requirements of F&G Reg 24E including the preparation of a regional price preference policy?	N/A	No regional price reference available or accepted within the City Policy.	Joseph Fiori

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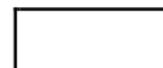
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25	F&G Reg 24F	Did the local government comply with the requirements of F&G Reg 24F in relation to an adopted regional price preference policy?	N/A	No regional price reference available or accepted within the City Policy.	Joseph Fiori
26	F&G Reg 11A	Does the local government have a current purchasing policy that comply with F&G Reg 11A(3) in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$150,000 or less?	Yes		Joseph Fiori
27	F&G Reg 11A	Did the local government comply with it's current purchasing policy in relation to the supply of goods or services where the consideration under the contract is, or is expected to be \$150,000 or less or worth \$150,000 or less?	Yes		Joseph Fiori

I certify this Compliance Audit return has been adopted by Council at its meeting on _____

Signed Mayor / President, Cockburn

Signed CEO, Cockburn



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12. PLANNING & DEVELOPMENT DIVISION ISSUES

Nil



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13. FINANCE AND CORPORATE SERVICES DIVISION ISSUES

13.1 (2020/MINUTE NO 0006) 2019 FINANCIAL MANAGEMENT REVIEW - PROGRESS REPORT

Author(s) N Mauricio
Attachments 1. City of Cockburn Financial Management Review June 2019 [↓](#)

<p>RECOMMENDATION That Council receive the Financial Management Review (FMR) Progress Report.</p>
<p>COMMITTEE RECOMMENDATION MOVED Cr M Separovich SECONDED External Member Susan Smith That the recommendation be adopted.</p> <p style="text-align: right;"><u>CARRIED 4/0</u></p>

Background

Under Local Government (Financial Management) Regulation 5(2)(c), the Chief Executive Officer is required to undertake a Financial Management Review (FMR) once every three years. The main purpose of a FMR is to examine the appropriateness and effectiveness of the financial management systems and procedures of the City on behalf of the CEO.

At its July 2019 meeting, the Audit and Strategic Finance Committee (AFSC) received the FMR completed in 2019 by Moore Stephens auditors (attached). The recommendation adopted by Council included the requirement to bring a future progress report to Council on the completion of outstanding actions from the review agreed to by management.

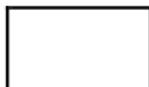
Submission

N/A

Report

22 areas were examined in total during the FMR with the following summarised results:

- 13 areas were deemed as having effective controls and procedures appropriate for the City’s current scope of operations (no issues raised for these areas); and
- Nine areas had 16 specific matters identified and noted, requiring a management response and action where applicable.



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The 16 matters noted were risk assessed by the auditor in the review as follows:

- Nine matters deemed minor;
- Five matters deemed moderate; and
- Two matters deemed significant.

10 of these 16 matters had been actioned and completed at the time of reporting the review to the July 2019 AFSC meeting. The progress made since in completing outstanding actions for the remaining six matters is presented in the following table:

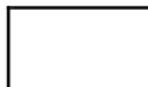
1. Purchases, Payments and Payables	
Matter Raised (1): Purchase orders raised after services rendered.	Rating: Minor
Action: The City will use this review finding to further reinforce procurement compliance (ETA: by Sep 2019)	
Status: Procurement compliance has been reinforced with more focused monitoring and reporting. Audit findings were also highlighted during mid-year supplier reviews. The reporting is showing a declining level of non-compliance over the past year. The City's two year mandatory procurement training is also being revamped. (Completed)	
2. Receipts and Receivables	
Matter Raised (4): Whilst the City's current process of following up outstanding sundry debtors is adequate, there are no formal documented procedures.	Rating: Minor
Management Comment: Agreed	
Action: The current process will be documented within the City's procedure template and approved. (ETA: by 30 September 2019)	
Status: A documented procedure has been written and approved by management. (Completed)	
Matter Raised (5): Re-Use Shop at Henderson Waste Recovery Park	Rating: Moderate
a) Installation of security cameras positioned over the POS systems should be considered to help ensure cash collections are adequately safeguarded and secured.	
b) Accept the risk – there is a plan to install EFTPOS at the Re-Use Shop in 2019-20, which will significantly reduce cash handling. The EFTPOS will be integrated with the cash receipting system, making reconciliations easier and more visible. (ETA: by March 2020)	
Status: Integrating an EFTPOS machine with a cash receipting system is proving challenging in the Re-Use Shop environment (dust and heat issues). As a first step, a mobile EFTPOS terminal will be trialed. (ETA: March 2020)	



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3. Rates	
Matter Raised (9): A review of the City's rate notices noted various (minor) disclosures required by the Local Government (Financial Management) Regulations were missing.	Rating: Minor
Action: City will modify the interim rates notice template to include the rate in the dollar used for the rates levied. (ETA: by Sep 2019)	
Status: A specific rate notice template created for interims displaying the rate in the dollars on the back and other required disclosures. (Completed)	
4. Trust Funds	
Matter Raised (10): All bona fide trust money should be transferred from the municipal bank account into the trust bank account in a timely manner after receipt to ensure compliance with the <i>Local Government Act 1995</i> .	Rating: Moderate
Action: The City will however explore options for a more timely transfer of cash between bank accounts eg: review daily transaction reports for any material Trust receipts or payments. (ETA: by August 2019)	
Status: A review of Trust transactions for 2019-20 reveals these to be infrequent, as they only relate to POS cash in lieu monies (One receipt and three payments). Given this infrequency, a monthly process is appropriate for funds balancing between Trust and Municipal funds. (Completed)	
5. IT Controls	
Matter Raised (16): The City's documented Information Services Disaster Recovery Plan specifies a review of the plan should be carried out annually but last occurred in 2017.	Rating: Minor
Action: The City is planning a full disaster recovery plan test during 2019-2020 and will review the plan beforehand. A full test is a big exercise for the City to coordinate, as it requires shutting down some services and operations. Timing is therefore a critical consideration. An annual review of the plan will be made a priority going forward. (ETA: by Dec 2019)	
Status: A full shutdown test was not possible due to the DR building works being delayed as part of the wider Depot works (now due for completion by October 2020) and the limited capacity of existing DR IT infrastructure. In the meantime, the City has successfully completed partial disaster recovery testing by shutting down individual systems and restoring services in DR. Future DR plan reviews will now target partial shutdowns (vs full shutdown) due to business impacts. (Completed)	



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The above demonstrates that outstanding actions from the FMR have been satisfactorily progressed since the last AFSC meeting and it is considered there is no need to provide further updates.

Strategic Plans/Policy ImplicationsLeading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

There is an obligation under Section 5(2) (c) of the *Local Government (Financial Management) Regulations 1996* for the CEO to undertake a review of the appropriateness and effectiveness of the financial management systems and procedures of the local government at least once in every three financial years and report to Council the results of those reviews. The completed review and implemented actions ensures statutory compliance and assists the CEO to mitigate risks associated with the financial management of the City.

Advice to Proponent(s)/Submitters

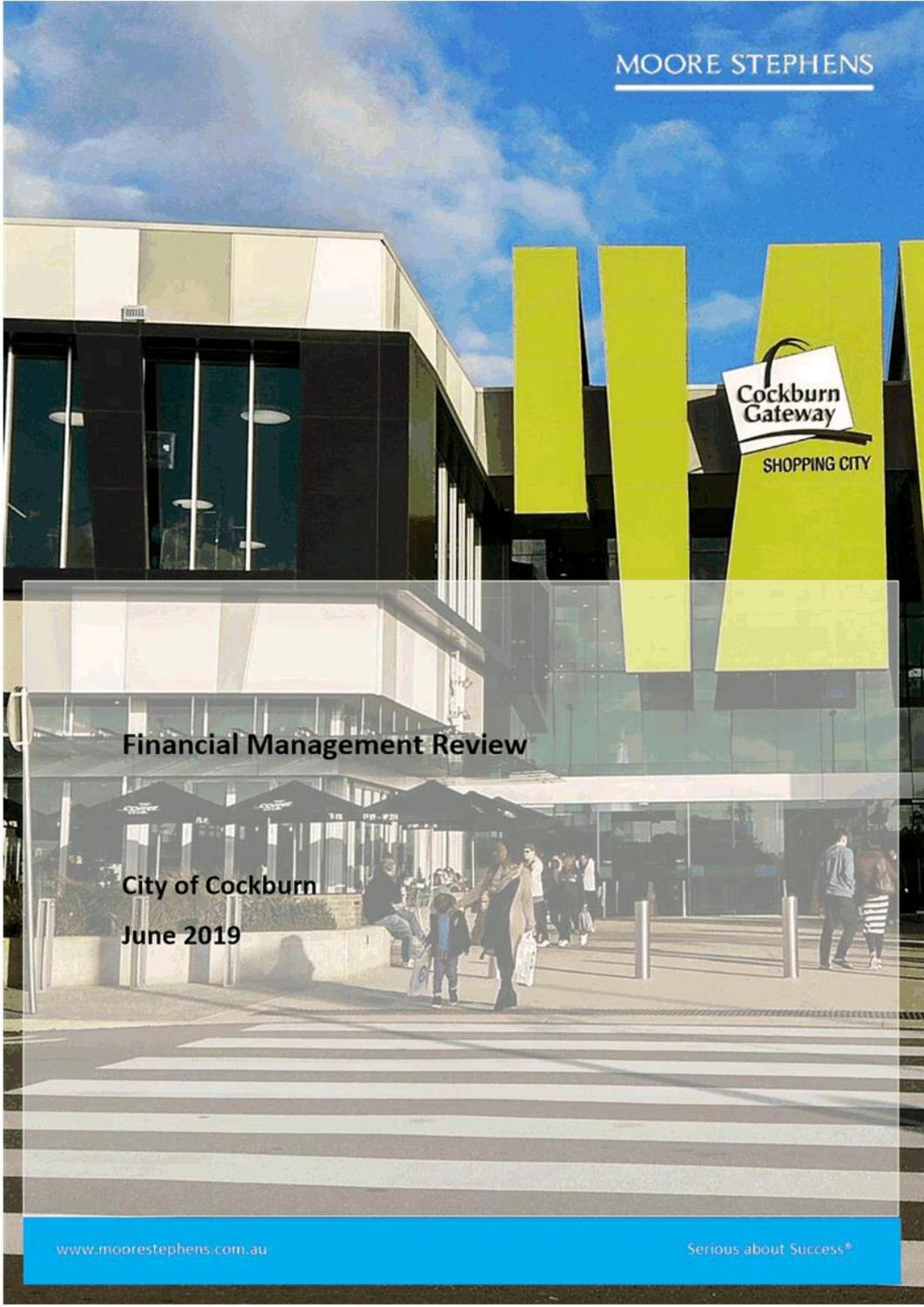
N/A

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

Nil



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Disclaimer

The objective of this review as outlined in greater detail in Part 1.0 of this report as presented, is to assist the Chief Executive Officer of the City of Cockburn discharge responsibilities in respect to Regulation 5(2)(c) of the Local Government (Financial Management) Regulations 1996 (as amended).

It has been prepared by Moore Stephens (WA) Pty Ltd for this sole purpose.

It is not intended to be used by any other individual or organisation.

Confidential – this document and the information contained in it are confidential and should not be used or disclosed in any way without our prior consent.

Moore Stephens (WA) Pty Ltd carries on business separately and independently from other Moore Stephens member firms around Australia and worldwide. Services provided under this engagement are provided by Moore Stephens (WA) Pty Ltd and not by any other independent Moore Stephens member firm. No other independent Moore Stephens member has any liability for services provided by other members.



1.0 Executive Summary

The objective of our review as outlined in our engagement letter dated 29 April 2019 is to provide a report, based on our understanding of the City and associated risks, to assist the CEO to report to the local government on the appropriateness and effectiveness of the City’s financial management systems and procedures as required by local government(Financial Management) Regulation 5(2)(c).

The review covered the period 1 July 2018 to 31 March 2019.

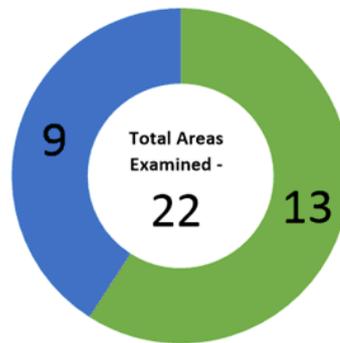
Financial systems and processes examined

Areas where controls and procedures are effective and appropriate for the City’s current scope of operations

- Bank Reconciliations
- Fees and Charges
- Cost and Administration Allocations
- Minutes and Meetings
- Financial Reports
- Plan for the Future
- Registers
- Delegations
- Audit Committee
- Insurance
- Storage of Documents / Record Keeping
- Investments
- General Journals

Areas where matters were noted

- Purchases, Payments and Payables
- Receipts and Receivables
- Payroll
- Rates
- Trust Funds
- Budget
- Fixed Assets
- Credit Card Procedures
- IT Controls



Our review included a high-level understanding of the key financial systems that support the financial processes undertaken by the City and the performance of review procedures designed to evaluate the appropriateness and effectiveness of the control environment of the City’s financial management system.

The procedures performed for each area in respect of the review have been included in **Appendix A**.

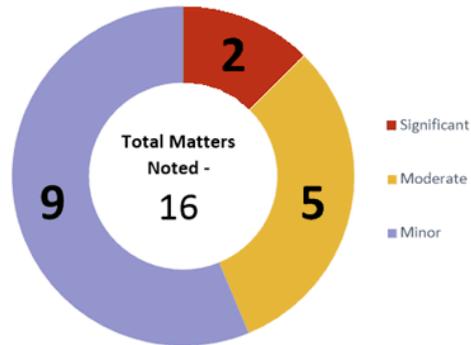
We did not necessarily examine compliance with provisions of the Act or Regulations which were not financial in nature.

The review constitutes an advisory engagement which is not subject to assurance or other standards issued by the Australian Auditing and Assurance Standard Board and, consequently no opinions or conclusions are intended to convey assurance, either expressed or implied.

1.0 Executive Summary (continued)

Matters noted summarised by risk rating

Details of the specific areas with matters noted, together with our risk ratings, recommendations and management comments can be found in part 2 commencing on page 6.



Addressing the issues highlighted will help to ensure the controls and procedures established are not compromised in the future and the integrity of the financial management system is maintained.

We trust this report will assist in the ongoing review and improvement of the City's financial management practices and procedures.



2.0 Matters Noted

Please Note: The rating assessment as detailed below is our assessment based on the circumstances surrounding the procedures performed. They are intended to be read in the context of our rating assessment to the organisation as a whole. They are provided solely to assist you understand the nature of the matters raised and to prioritise any remedial action.

Key for Rating Assessment:

<p>Significant Issue represents a weakness which may have an adverse effect on the ability to achieve business objectives. Requires immediate management action.</p>	
<p>Moderate Issue represents a weakness which may become more serious if not addressed. Requires management action within a reasonable time period.</p>	
<p>Minor Issue represents an opportunity for improvement. Management should consider cost benefit analysis within a reasonable time period.</p>	

Area	Rating	Matters Identified / Recommendations / Management Comments
Purchases, Payments and Payables		<p>During our testing of purchases we noted one instance where a purchase order was raised after the supplier invoice and one instance where a purchase order was raised after the service had been rendered.</p> <p>Recommendation: Whilst we note the City has detected and managed the above mentioned instances, to help prevent further occurrences, all authorising officers should be reminded that purchasing delegations are lawful instructions under their contract of employment and therefore the importance of the need to ensure purchase orders are raised and authorised prior to goods being received or the services rendered. This will help to ensure goods/services have been appropriately ordered and authorised and also helps ensure budget responsibility.</p> <p>Management Comments: The City has developed a comprehensive compliance and training framework around procurement activities, which specifically identifies and targets these types of non-compliance occurrences. In the two instances identified by the review, one of the officers no longer works at the City following previous procurement breaches. The other one involves an officer with a high volume of procurement transactions, who has previously been detected by the City's non-compliance reporting process and escalated to senior management for a response and action. As a consequence, additional training and resources have been provided to this officer to assist them with the high workload. Additionally, all of the City's officers' assigned delegated financial authority must first successfully complete a procurement training induction course developed by the City. For more senior, high responsibility roles, this training is provided one on one by the procurement manager.</p>

2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Purchases, Payments and Payables		<p>Management Comments (continued):</p> <p>The City acknowledges that the best monitoring and compliance systems can never totally eliminate this risk, just manage and control it better (speeding on our roads is a case in point). The City believes it has sufficiently strong controls in place for this risk but will use this review finding to further reinforce procurement compliance.</p>
Purchases, Payments and Payables		<p>Whilst we found the City's current process of changing supplier banking details to be adequate, there are no formal documented procedures in place.</p> <p>Recommendation:</p> <p>To assist relief or new officers with verifying changes of supplier details the required process should be documented and provided to officers.</p> <p>Management Comments:</p> <p>The Manager Financial Services previously issued a directive by email to the AP Coordinator, requiring all supplier bank account changes to be followed up with phone calls and other checks. These checks and evidentiary documentation are recorded within the AP system against the supplier record. Additionally, a monthly exception report was put in place showing all supplier bank detail changes and acknowledged (in writing) by the AP Coordinator that all are in compliance with the established verification procedure. This report is provided to the City's delegated officers as part of the process to approve and transmit monthly supplier bank payment files. This procedure will be documented within an operational quick guide for future reference and training (ETA: June 2019).</p>
Purchases, Payments and Payables		<p>The creditor's ABA files are saved on a Drive which is accessible by all staff members of the City.</p> <p>Recommendation:</p> <p>To help ensure the ABA files are not tampered with after their creation, they should be kept in a secure location and access to these files should be limited to authorised personnel.</p> <p>Management Comments:</p> <p>The City acknowledges the ABA files are currently saved in a location accessible by all staff. Mitigating the risk of other staff tampering with or altering payment details, is the timely uploading of ABA files by AP staff into the banking system and verification of the amount being paid. The risk that other staff could access the file and make changes (without being detected) within a limited time window is considered relatively remote. The zero incidences during the 17 year period this payment procedure has been in operation supports this risk assessment. However, the City will lock down the file location to only authorised staff, thereby eliminating the risk (ETA: June 2019).</p>



2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Receipts and Receivables		<p>Whilst we found the City’s current process of following up outstanding sundry debtors to be adequate, there are no formal documented procedures in place.</p> <p>Recommendation: To assist relief or new officers with following up outstanding debtors the required process should be documented and provided to officers.</p> <p>Management Comments: The current process will be documented within the City’s procedure template and approved. (ETA: by 30 September 2019).</p>
Receipts and Receivables (Henderson Waste Recovery Park)		<p>From our review of the cash handling procedures at the “Re-Use Shop” at the Henderson Waste Recovery Park we noted the following:</p> <ul style="list-style-type: none"> a) No evidence that the end of day cash receipting reconciliation between the physical cash collected and the system receipting reports was verified and reviewed by a staff member independent of preparation; b) No security cameras are installed; and c) Whilst reviewing the end of day receipting report for the “Re-Use Shop” we noted that there was no supporting system receipt or documentation for two cancelled transactions. <p>Recommendations: To help ensure the completeness and accuracy of cash receipts at the “Re-Use Shop” we recommend the following:</p> <ul style="list-style-type: none"> a) The receipting reconciliations should be reviewed by another staff member independent of preparation. This review should be evidenced accordingly; b) Installation of security cameras positioned over the POS systems should be considered to help ensure cash collections are adequately safeguarded and secured. This will also help ensure all receipts are accounted for in the system; and c) To help ensure the integrity of cancelled receipts and hence refunds are bona fide, all cancelled transactions should be supported by appropriate documentary evidence. <p>Alternatively an EFTPOS system could be implemented.</p> <p>Management Comments:</p> <ul style="list-style-type: none"> a) The Reuse Shop “end of day” reconciliation is completed by the two employees working in that area. The end of day reconciliation will be completed by one staff member and verified by the other. The form will be amended to indicate “Prepared by;” and “Checked by;” with corresponding spaces for signatures.

2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Management Comments (continued):		
		<p>b) The issue of CCTV cameras has been reviewed previously and deemed to be ineffective. The City is willing to accept this risk of unauthorised activity at the cashier counter, as any potential dishonest, illegal or criminal acts would merely be completed away from the POS and the view of the camera. In addition, it would indicate that we do not trust our employees. Only one of the transactions at the time did not have the supporting documentation. It has since been attached and staff at the Reuse Shop has been reminded of the requirement. Cancelled transactions in the shop are extremely rare and are authorised by a Supervisor.</p> <p>c) Only one of the transactions at the time did not have the supporting documentation. It has since been attached and staff at the Reuse Shop has been reminded of the requirement. Cancelled transactions in the shop are extremely rare and are authorised by a Supervisor.</p> <p>A previous attempt to install an EFTPOS machine failed due to the expense and concerns the EFTPOS terminal could not operate effectively within the dusty environment.</p> <p>The City has existing plans to install EFTPOS at the Re-Use Shop in 2019-20 (included in budget), which will significantly reduce cash handling at this site. Additionally, the EFTPOS will be integrated with the City's online Enterprise Cash Receipting System (ECR), making reconciliations easier and more visible. Testing will occur to ensure reliability of operation. (ETA: by March 2020).</p>
Receipts and Receivables (Henderson Waste Recovery Park)		No security cameras are installed at the weighbridge.
		<p>Recommendation:</p> <p>Installation of security cameras positioned over the POS systems should be considered to help ensure cash collections are adequately safeguarded and secured. This will also help ensure all receipts are accounted for in the system.</p>
		<p>Management Comments:</p> <p>The City has previously accepted the risk of no CCTV cameras at the Weighbridge and will continue to do so. The City is willing to accept this risk of unauthorised activity at the cashier counter, as any potential dishonest, illegal or criminal acts would merely be completed away from the POS and the view of the camera. In addition, it would indicate that we do not trust our employees. We accept that the weighbridge operator works alone and undertakes the end of day transactions without direction supervision.</p>



2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
		<p>Management Comments (continued):</p> <p>The cash transactions are minimal now as most now opt for credit or account transaction. This is supported by the fact that there is now only one armed security collection per week, when previously there were two.</p>
Payroll		<p>We noted instances where changes to employee details were accepted via email without verbal confirmation with the employee before the change was processed, one instance resulted in a fraudulent payment being made. We also noted changes to the payroll Masterfile had not been independently reviewed.</p> <p>Whilst we found the City's revised process of changing employee banking details to be adequate, there was no formal documented procedures in place.</p> <p>Recommendation:</p> <p>Whilst we agree the City has changed its processes in light of the above instances, we emphasise to help ensure that changes to employee details are authentic, any requested changes should be verbally confirmed with the employee before the change is processed.</p> <p>To assist relief or new officers with verifying changes of employee details the required process should be documented and provided to officers.</p> <p>Management Comments:</p> <p>Changes are now verbally confirmed and the documented procedure will be put in place (ETA: by end of June 2019).</p>
Payroll		<p>The payroll ABA files are saved on a Drive which is accessible by all staff members of the City.</p> <p>Recommendation:</p> <p>To help ensure the ABA files are not tampered with after their creation, they should be kept in a secure location and access to these files should be limited to authorised personnel.</p> <p>Management Comments:</p> <p>The City acknowledges the ABA files are currently saved in a location accessible by all staff. Mitigating the risk of other staff tampering with or altering payment details, is the timely uploading of ABA files by payroll staff into the banking system and verification of the total amount being paid. The risk that other staff could access the file and make changes (without being detected) within a limited time window is considered relatively remote. The zero incidences during the 17 year period this payment procedure has been in operation supports this risk assessment. However, the City will lock down the file location to only authorised staff, thereby eliminating the risk (ETA: June 2019).</p>

2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Rates		<p>From review of the City's rate notices we noted the following:</p> <ul style="list-style-type: none"> a) Interim rate notices did not include the rate in the dollar as required by <i>Local Government (Financial Management) Regulation 56(3)(c)</i>; b) A brief statement of the objects/reasons for imposing differential rates was not included on the rate notice or information accompanying as required by <i>Local Government (Financial Management) Regulation 56(4)(a)</i>; and c) A brief statement advising that payment may not be made by instalments if at the date of payment of the first instalment any part of a rate or service charge imposed in a previous financial year remains unpaid was not included on the rate notice or information accompanying as required by <i>Local Government (Financial Management) Regulation 56(4)(i)</i>. <hr/> <p>Recommendation:</p> <p>To help ensure compliance with statutory provisions, these requirements should be correctly addressed in the future.</p> <hr/> <p>Management Comments:</p> <ul style="list-style-type: none"> a) Whilst the City always includes a copy of its annual rates brochure with the mail out of the interim notice (that shows the various rate in the dollars for the rating year), the City will modify the interim rates notice template to include the rate in the dollar used for the rates levied. (ETA: by Sep 2019). b) The City will amend its rates brochure that accompanies every rates notice to include the necessary details of the objects/reasons for imposing differential rates. (ETA: by Jul 2019). c) The City's rates notice does state that any arrears must be paid with the first instalment. It will be made clearer that the instalment method will be cancelled if any arrears are not paid. (ETA: by Jul 2019).
Trust Funds		<p>We noted trust transactions are processed through the municipal bank account with journals being processed to transfer the funds to the trust bank account monthly. The <i>Local Government Act Section 6.6(2)</i> requires the municipal fund to be kept separate and distinct from the trust fund. In processing trust transactions through the municipal bank account there is increased risk that the City may be utilising trust moneys as part of the municipal fund or earning interest on funds that the City is not entitled to do so.</p> <hr/> <p>Recommendation:</p> <p>To help ensure compliance with the <i>Local Government Act</i>, all bona fide trust money should be transferred from the municipal bank account into the trust bank account in a timely manner after receipt.</p>



2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Trust Funds		<p>Management Comments:</p> <p>The CEO's duties as to financial management under FM Reg 5.1 calls for efficient systems and procedures for the proper collection of all money owing, the safe custody and security of all money collected, maintenance and security of financial records and accounting for municipal or trust. Efficiency of systems is a key consideration for the City.</p> <ol style="list-style-type: none"> 1. The City accounts for municipal and trust fund monies separately within its accounting system. 2. The City has separate bank accounts for each fund. 3. Trust funds pass through the municipal bank account on the way to the trust bank account and vice versa. 4. The amount required to be held in Trust is reconciled monthly based on net transactions and funds at bank are adjusted accordingly. 5. Payments received are often a mixture of both trust and municipal funds. <p>Trust deposits account for a very minor proportion of the City's financial transactions and the existing banking arrangements are considered to be very efficient. Given the disparity in the City's municipal and trust cash holdings, there is minimal risk of utilising trust monies for municipal purposes. The City will however explore options for a more timely transfer of cash between bank accounts (e.g. review daily transaction reports for any material Trust receipts or payments) (ETA: by August 2019).</p>
Trust Funds	●	<p>We noted that interest earnings on short term bonds or deposits (trust fund moneys) are not retained in trust or provided back to the entitled recipient on return of their moneys. Rather the City keeps these earnings as their own in line with the legal advice they have obtained.</p> <p>The <i>Local Government Act Section 6.9(3)</i> specifies that where money is held in the trust fund, the local government is to pay it to the person entitled to it together with, if the money has been invested, any interest earned from that investment. In our opinion, in retaining interest earned on trust fund moneys, the City is keeping and utilising moneys that it is not entitled to under the Act.</p> <p>Recommendation:</p> <p>The City needs to account and manage trust fund moneys in accordance with the Local Government Act.</p> <p>The City should also undertake the necessary steps to identify any obligations it has to return moneys that it has incorrectly retained from the current and previous years.</p>

2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Trust Funds		<p>Management Comments:</p> <p>The City disputes the premise of this finding on a number of fronts. In 2016, the City’s previous auditor used their powers under S 7.10(1)(c) of the LG Act to obtain from the City’s solicitors a legal opinion on the treatment of various bonds and deposits and any requirements for holding these in trust. The City previously held these as liabilities in the municipal balance sheet. The City engaged Neil Douglas, Partner at McLeods being the City’s solicitors.</p> <p>The legal opinion received was that the various bonds and deposits paid to the City must be held in the City’s trust fund and unless the bond money is invested, the person entitled to the bond is not entitled to any interest. The City has discretion whether to invest all or part of the money held in trust where that money is not required for any other purpose at the time (S6.14 of LG Act). Indeed, the City chooses to invest POS cash in lieu monies in a term deposit, as these are long term funds not needed for any other purpose at the time.</p> <p>The legal opinion clearly stipulates that no interest is required to be paid on the bond when the funds are simply held in a bank account that is not properly classified as an investment (even though it may be interest bearing). The City’s trust funds for short term bonds and deposits are held in a transactional bank account that allows immediate withdrawal when required. That this account earns some nominal interest on the daily balance is irrelevant as per the legal advice.</p> <p>This legal advice was provided to the City’s previous auditor and the City implemented changes to its accounting and banking practices in accordance with the advice. The City has since been audited twice (including once under the auspices of the OAG) and has satisfied audit requirements both years with unqualified audit opinions.</p> <p>Given this finding appears to be based on opinion, and in the absence of any contrary legal advice, the City has confidence in continuing to follow its own legal advice. Accordingly, the City doesn’t believe it has any obligation to return monies as it has not illegally retained any from the current or previous years.</p>
Budgets		<p>Whilst reviewing the City’s 2018/2019 Statutory Budget we noted the document did not include the due dates of each rate instalment under each option as required by <i>Local Government (Financial Management) Regulation 27(c)(i)</i>.</p> <p>Recommendation:</p> <p>To help ensure compliance with statutory provisions, these requirements should be correctly addressed in the future.</p> <p>Management Comments:</p> <p>Council’s decision to adopt the 2018-19 annual budget included the instalment dates. However, whilst some information on the instalment option is included in the statutory budget document, this does not show the instalment due dates adopted by Council. This will be rectified when preparing future budget documents (ETA: June 2019).</p>



2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Fixed Assets		<p>Fixed asset reconciliations were not prepared from July to September 2018 and December 2018. We also noted that a \$2,000 discrepancy between the fixed asset register and general ledger control accounts has existed since 2013.</p> <hr/> <p>Recommendation: To help ensure fixed assets are completely and correctly posted in the general ledger, the corresponding general ledger control accounts should be reconciled on a monthly basis to the fixed asset register and reviewed by a senior staff member independent of preparation. Any variances should be investigated and rectified.</p> <hr/> <p>Management Comments: The period July to September each year is focused on end of financial year processing and audit for the fixed assets register. This includes final asset capitalisations and adjustments for the prior year (once accounting numbers are finalised), completing asset revaluation exercises and attaining audit approval. The City's fixed asset register is a perpetual register, meaning it cannot commence processing new year transactions until the prior year is completed. Once the asset register is rollover into the new financial year, it makes sense to reconcile it to the general ledger in one exercise for the whole period, rather than performing 3 separate exercises (for obvious efficiency reasons). The City's fixed asset reconciliations are indeed reviewed by a senior staff member, with the service unit manager signing these off each time. The \$2,000 discrepancy noted by audit is a known issue in reconciling the parks infrastructure assets between the general ledger and fixed asset register. This relates to a revaluation depreciation transaction that didn't post properly in 2013. Previous efforts to resolve this haven't been successful but it hasn't received any priority from the City or its auditors (given the parks assets have a gross value of \$71.5m, accumulated depreciation of \$29.0m and annual depreciation expense of \$3.77m). This discrepancy will now be resolved. (ETA: Jun 2019).</p>
Fixed Assets		<p>We noted the City's artwork had been grouped together and capitalised on the City's fixed asset register. The City does not currently have an asset policy encompassing group capitalisation of assets. If treated as individual assets, these artwork assets are worth less than \$5,000 and therefore should be expensed rather than capitalised as required by <i>Local Government (Financial Management) Regulation 17A(5)</i>.</p> <hr/> <p>Recommendation: The City should develop a policy regarding capitalisation of assets, including how grouped assets should be accounted for. To help ensure compliance with statutory provisions, any assets capitalised under the \$5,000 threshold should be expensed.</p>

2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
Fixed Assets		<p>Management Comments:</p> <p>Council adopts Significant Accounting Policies within its annual budget and annual financial report. These include guidance on capitalisation thresholds and set a minimum of at least \$5,000 for all asset classes in accordance with FM Reg 17A(5). The City has applied a \$5,000 capitalisation threshold to its assets for a number of years now (well ahead of the regulatory requirement gazetted in June 2018), deeming this to be best practice.</p> <p>The City does not usually group assets for capitalisation purposes and this is not part of the accounting policy. However, as the City's artworks were previously not recognised in the asset register, with agreement from its auditors, these were brought in as a grouped asset due to the high number of individual items (296 pieces with total value of \$204k). It is worth noting that this strategy was developed before the FM regulations were amended and that end of year audit did not raise an issue with it.</p> <p>The City will now individually capitalise those artworks valued at least \$5,000 and expense the remainder. A separate inventory of the City's artworks will be maintained and reviewed by the Arts & Cultural coordinator in order to satisfy the requirements of FM Reg 17B, being to prevent theft or loss of portable and attractive assets. (ETA: June 2019).</p>
Credit Card Procedures		<p>Whilst reviewing the City's credit card policy and credit card guidelines we noted they are inconsistent regarding the time allowed for submission of monthly credit card reconciliations.</p> <p>Recommendation:</p> <p>To help ensure the City's policy and procedures relating to credit cards are adhered to, the documents should be reviewed and any inconsistencies should be rectified.</p> <p>Management Comments:</p> <p>The City reported to its audit committee in March a review of the Office of Auditor General's audit on "Controls over Corporate Credit Cards" against the City's policies and practices. This found the City's credit card practices to be at a highly compliant and effective level, with monthly non-compliance reporting in place and measures dealing with non-compliance. An outcome of the review was to streamline and update the Council policy on credit cards, resulting in a new administrative policy being proposed and subsequently adopted by Council (June 2019). The new administrative policy requires the acquittal of credit card transactions within a reasonable time, being no longer than one month after statement issue. The City's existing operational guideline (which continues to be used with the new policy) asks cardholders to ensure their acquittals are processed within 5 working days of statement upload. This aims to allow them enough time to follow up any missing receipts and for line managers to complete their approvals within the one month policy limit.</p> <p>The operational guidelines will be reviewed and where necessary, updated to align with current practice. (ETA: June 2019).</p>



2.0 Matters Noted (continued)

Area	Rating	Matters Identified / Recommendations / Management Comments
IT Controls	●	<p>The City's documented Information Services Disaster Recovery Plan specifies a review of the plan should be carried out annually. We noted this review last occurred in 2017.</p> <hr/> <p>Recommendation: To help ensure the City's disaster recovery plan remains relevant to current circumstances, it should be reviewed on an annual basis.</p> <hr/> <p>Management Comments: The City is planning a full disaster recovery plan test during 2019-20 and will review the plan beforehand. A full test is a big exercise for the City to coordinate, as it requires shutting down some services and operations. Timing is therefore a critical consideration. An annual review of the plan will be made a priority going forward. (ETA: by Dec 2019).</p>

Appendix A – Review Procedures

The following procedures were undertaken in our evaluation of the financial management system controls:

System	Description of Procedures Performed
Purchases, payments and payables (including purchase orders)	A sample of payment transactions was selected and tested to determine whether purchases were authorised/budgeted, and payments were supported, certified/authorised and correctly allocated. The City's purchases, payments and payables system was also examined to determine if adequate controls were in place in ensuring liabilities are properly recorded and payments are properly controlled.
Receipts and Receivables	The City's end of day banking procedures were examined to determine if they are adequate in ensuring cash collections are being recorded and allocated properly to the general ledger. Detailed testing of a sample of receipts was performed. This included tracing to individual receipt detail, bank deposits, general ledger and bank statements to ensure banking was correctly performed.
Payroll	<p>Detailed testing of a sample of individual employees was selected from different pay runs and for each employee's pay the following tests were performed to help ensure:</p> <ul style="list-style-type: none"> - the employee existed; - the correct rate of pay was used; - non-statutory deduction authorities are on hand; - time sheets were properly completed and authorised; - hours worked were properly authorised; and - allocations were reasonable and correctly posted. <p>We also tested the first pay of a sample of new employees and the last pay of a sample of terminated employee. The City's payroll system was also reviewed to determine if adequate controls were in place to help ensure wages and salaries are properly processed and payments are properly controlled.</p>
Rates	<p>The City's rating procedures were examined to determine if they are adequate in ensuring rates are being imposed or raised correctly. This also included inspection of the rate record, rate notices, instalment notices, valuation reconciliations and general ledger.</p> <p>We selected a sample of rate notices, instalment rate notices and interim rate notices for the period under review. This included:</p> <ul style="list-style-type: none"> - re-performing the calculations on the rate notices; - ascertaining whether the valuations applied agree to Landgate's valuation roll/report and rate in the dollar imposed are as per adopted budget; - ensuring the rate system is properly updated; and - checking proper posting to the general ledger.
Bank Reconciliations	An examination of bank reconciliations and procedures was performed for the period under review to ensure they are up to date as well as being prepared regularly and promptly for all bank accounts. We also checked the bank reconciliations were reviewed by a senior staff member independent of preparation.



Appendix A –Review Procedures (continued)

System	Description of Procedures Performed
Trust Funds	Trust funds held by the City were examined through testing a sample of receipts and refunds to determine proper accountability in the City’s financial management system and compliance with regulatory requirements.
Fees and Charges	Fees and Charges imposed at the time of budget adoption were found to be in accordance with legislative requirements. Detailed testing of a sample of fees and charges was performed. This included tracing to receipts, the adopted fees and charges schedule and the general ledger to ensure they were correctly charged, and their allocation/posting was correctly performed.
Cost and Administration Allocations	The City’s cost and administration allocations system was examined to determine if indirect costs have been properly allocated to various jobs/programs. This included review of the allocation basis and rates used to ensure they are appropriate and regularly reviewed.
Minutes and Meetings	Council and Committee meeting minutes were reviewed to ensure compliance with procedures and protocols.
Financial Reports	A review of the City’s systems and procedures over the annual financial report and monthly financial reports was performed to determine if: <ul style="list-style-type: none"> - Structured reporting processes are in place and being properly managed; - Reports are properly constructed based balanced trial balances; - Reports include all relevant and necessary details as required for proper financial/management reporting purposes; - Monthly reports with variance analysis are presented to Council for adoption in a timely manner; and - The annual financial report has been prepared in accordance with the Local Government Act 1995. We also checked to ensure the annual financial report has been adopted by Council and lodged with the Department of Local Government, Sport and Cultural Industries within the statutory timeframes.
Budget	The City’s budgetary system and procedures was examined to determine if: <ul style="list-style-type: none"> - A structured process is in place and being managed properly; - The Budget includes all relevant and necessary details and was properly adopted; and - The Budget is subject to proper half yearly review and variances are properly dealt with. We also checked to ensure the annual budget and the budget review documents have been lodged with the Department of Local Government, Sport and Cultural Industries within the statutory timeframe.

Appendix A –Review Procedures (continued)

System	Description of Procedures Performed
Plan for the Future	Reviewed the Strategic Community Plan and Corporate Business Plan, which together comprise the Plan for the Future, to ensure they up to date and complied with legislative requirements.
Fixed assets (including depreciation, acquisition, and disposal of property)	<p>The fixed assets system including controls over acquisition and disposal of assets, updating of the fixed assets register, depreciation of fixed assets and reconciliation of the fixed assets register to the general ledger was examined.</p> <p>A sample of asset additions and disposals was selected and testing performed to ensure:</p> <ul style="list-style-type: none"> - tax invoices existed; - correct posting to the general ledger; - fixed assets register was promptly updated; and - classification of assets was correct. <p>In addition, a sample of assets was selected and testing performed to ensure the depreciation rates used are in line with the City's accounting policy.</p> <p>The City's asset register was also reviewed for assets acquired for less than \$5,000 due to the addition of Regulation 17A(5) to the Local Government (Financial Management) Regulations as of 1 July 2018.</p>
Registers	<p><u>Financial Interest Register</u></p> <p>The register was examined to ensure compliance with regulatory requirements.</p> <p><u>Tender Register</u></p> <p>The City's tender register was examined to ensure compliance with regulatory requirements.</p> <p>We also reviewed the City's tender process to determine if adequate controls were in place to ensure the tendering of goods and services is being managed properly. This included walking through a sample of tenders selected for review from inception through to award of tender against the tender register, minutes and relevant supporting documentation.</p>
Delegations	The register was examined to ensure compliance with regulatory requirements, including whether the register has been reviewed on an annual basis as required.
Audit Committee	The City's establishment of its audit committee and the constituted membership was examined by us and considered satisfactory.
Insurance	Discussions with staff and review of policy documents to ensure cover is current and is reviewed annually.
Storage of Documents / Record keeping and IT Controls	The City's record keeping / storage system and IT general control environment surrounding its information systems (such as access to the computer system, regular changes to passwords and data backup) were examined to determine if adequate controls and safeguards are in place.



Appendix A –Review Procedures (continued)

System	Description of Procedures Performed
Credit Card Procedures	<p>A review of the City’s credit card procedures was performed to determine if adequate controls are in place.</p> <p>We selected a sample of credit card transactions from 1 July 2018 to 31 March 2019 across all credit cards to determine whether they are legitimate and usual in the context of the City’s operations. This included:</p> <ul style="list-style-type: none"> - Sighting tax invoices; - Ascertaining whether the transactions are for bona fide City business, and - Determining whether transactions are in line with the credit card policy.
Investments	<p>A review of the City’s controls and procedures over investments was performed to determine if investments were properly recorded and managed in line with Local Government (Financial Management) Regulations.</p>
General Journals	<p>The City’s journal procedures were examined to determine if they were sufficiently reviewed / approved at each relevant staff level before and after processing.</p>



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ASFC 19/03/2020

14. ENGINEERING & WORKS DIVISION ISSUES

Nil

15. COMMUNITY SERVICES DIVISION ISSUES

Nil

16. EXECUTIVE DIVISION ISSUES

Nil

17. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

18. NOTICES OF MOTION GIVEN AT THE MEETING FOR CONSIDERATION AT NEXT MEETING

Nil

19. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY MEMBERS OR OFFICERS

Nil

20. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

Nil

21. CONFIDENTIAL BUSINESS

Nil

22. CLOSURE OF MEETING

The meeting closed at 7.06pm.



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14. PLANNING & DEVELOPMENT DIVISION ISSUES

14.1 DEVELOPMENT APPLICATION - PROPOSED CHILD CARE PREMISES - 39 AND 41 LAKEFRONT AVENUE, BEELIAR

Author(s)	D King
Attachments	<ol style="list-style-type: none"> 1. Location Plan ↓ 2. Development Plans ↓ 3. Bushfire Management Plan and Emergency Evacuation Plan ↓ 4. Traffic Impact Statement ↓ 5. Environmental Noise Assessment ↓
Location	39 (Lot 842) and 41 (Lot 841) Lakefront Avenue, Beeliar
Owner	Department of Communities
Applicant	Harley Dykstra
Application Reference	DA19/0729

RECOMMENDATION

That Council:

(1) approve the proposal subject to the following conditions:

Conditions

1. The development must be carried out in accordance with the details of this application herein, and any approved plans.
2. Hours of operation are restricted to 6:00am to 6:30pm Monday to Friday and not at all on public holidays.
3. A maximum of six staff and 58 children are permitted on site at any one time.
4. The outdoor play area is not to be utilised prior to 7am.
5. All stormwater must be contained and disposed of on-site, to the satisfaction of the City of Cockburn.
6. No building or construction activities shall be carried out before 7:00am or after 7:00pm, Monday to Saturday, and not at all on Sundays or public holidays.
7. Prior to the issue of a building permit, amended plans are to be submitted to and approved by the City to show a solid screen wall on the western boundary of the upper floor.
8. Prior to the issue of a building permit, a detailed landscaping plan shall be submitted to and approved by the City.
9. Landscaping shall be installed and reticulated in accordance with the approved landscape plan prior to the occupation of the development. Landscape areas are to be maintained

thereafter in perpetuity and in good order to the satisfaction of the City.

10. Prior to the issue of a building permit, a schedule of the materials, finishes and colours are to be submitted to and approved by the City. The schedule shall include details of the type of materials proposed to be used including their colour and texture. The development shall thereafter be maintained in accordance with the approved materials schedule.
11. All mechanical plant and related hardware shall be screened from view of adjoining properties and the respective street frontages. The details in respect of which are to be provided to the City's satisfaction/approval on updated plans prior to the issue of a building permit. The location of plant and equipment shall also minimise the impact of noise on future occupants of the development and adjoining residents.
12. Prior to the commencement of works, a Construction Management Plan (CMP) shall be submitted to and approved by the City. The CMP shall be implemented to the satisfaction of the City.
13. All waste and recycling materials must be contained within the bins. These bins must be stored in an internal enclosure within the building or within an external enclosure located and constructed to the satisfaction of the City.
14. The footpath adjacent to the car parking on Lakefront Avenue shall be adequately paved and drained to the satisfaction of the City.
15. The premises must clearly display the street numbers.
16. All outdoor lighting shall be installed and maintained in accordance with Australian Standard AS 4282-1997 "Control of the Obtrusive Effects of Outdoor Lighting".
17. All noise attenuation measures identified by the *Herring Storer Acoustic Report "Proposed Child Care Centre Lots 841 and 842 Lakefront Avenue, Beeliam"* (Ref -24841-3-19241; dated 28 October 2019) and a further acoustic report required under Condition 18, are to be implemented prior to the occupancy of the development and the requirements of the Acoustic Report/s are to be observed at all times.
18. Prior to the submission of a Building Permit application, a further Acoustic Report shall be submitted to and approved by the City and implemented thereafter to the satisfaction of the City.
19. The owner shall grant free of cost to the City of Cockburn (the City) a 'management' and also an 'air right' easement(s) in

gross for access over 49523R (the land) for the use and benefit of the public at large in accordance with any specifications of and to the satisfaction of the City. The easement(s) in gross shall be prepared by the City's solicitors to the satisfaction of the City and shall be registered over the Certificate of Title to the land prior to the issue of a building permit for the proposed development. The owner shall be responsible to pay all costs of and incidentals to the preparation of the easement(s) in gross (including the drafts), the preparation of an easement(s) only Deposited Plan and fees for the stamping and registration of the easement(s) in gross.

Footnotes

- a. This is a Planning Approval only and does not remove the responsibility of the applicant/landowner to comply with all relevant building, health and engineering requirements of the City, or with any requirements of the City of Cockburn Town Planning Scheme No. 3, or with the requirements of any external agency.
- b. The development shall comply with the requirements of the Building Code of Australia.
- c. In regard to Condition 5, drainage is to be contained at a rate of 1 in 100 year storm event for a 24 hour period.
- d. In regard to Condition 7, the landscape plan shall address the location, number, size and species type of existing and proposed trees and shrubs, including calculations for the landscaping area.
- e. In regard to Condition 11, the Construction Management Plan shall address the following items:
 - Access to and from the site;
 - Delivery of materials and equipment to the site;
 - Storage of materials and equipment on the site;
 - Parking arrangements for contractors and subcontractors;
 - Management of construction waste; and
 - Other matters likely to impact on surrounding properties.
- f. In regard to Condition 17, the acoustic report shall be prepared by a suitably qualified and recognised acoustic consultant and shall demonstrate that the design and location of plant and other sources of noise within the development (such as air conditioners) will not exceed the assigned noise levels set out in the *Environmental Protection (Noise) Regulations 1997* (as amended).
- g. In regard to Condition 12, the bin store area must be of an adequate size to contain all waste bins, at least 1.8m high, fitted with a gate and graded to a 100mm diameter industrial

- floor waste with a hose cock, all connected to sewer.
- h. All food businesses shall comply with the *Food Act 2008* and Chapter 3 of the Australia New Zealand Food Standard Code (Australia Only).
 - i. An “Application to Construct or Alter a Food Premises” is required to be submitted to Health Services prior to construction. This is to be accompanied by detailed plans and specifications of the food preparation and storage area (including mechanical ventilation and hydraulics), sanitary conveniences and garbage room, demonstrating compliance with mentioned legislation.
 - j. The proposal shall comply with the *Child Care Services Regulations 2007* and the requirements of the Department for Child Protection and the applicant is advised approval shall be obtained from the Department for Families, Housing, Community Services and Indigenous Affairs.
 - k. A sign permit is required in accordance with the City’s Local Laws (2000) prior to the erection of any signs on site. A permit is obtainable from the City’s Building Services Department.
2. notify the applicant and those who made a submission of Council’s decision.

Background

Nil

Submission

N/A

Report

The proposal is to develop a child care premises at Lot 842 (No. 39), Lot 481 (No. 41) and Lot 843 (Reserve 49523R) Lakefront Avenue, Beeliar, (refer Attachment 1). The subject site is currently vacant. The proposal includes;

- two storey building – 469m² total floor area (281m² ground floor and 188m² upper floor) (refer Attachment 2 – Development Plans);
- hours of operation 6:00am to 6:30pm, Monday to Friday;
- maximum of 58 children (aged between 2 years and above) and six staff members;

- landscaping; and
- 459m² outdoor play area.

The applicant has included within their submission an Acoustic report, Bushfire Management Plan and Traffic Impact Statement.

The subject site comprises two parcels of land, one being 415m² in area and the second being 266m² in area totalling 681m². The proposed building includes a 1.7m wide suspended walkway between these two parcels over Reserve 49523R connecting the two sections of the building. The subject site is a corner site with access to Lakefront Avenue and Bluebush Avenue. It abuts a local reserve (Beeliar Reserve) to the south, medium density residential to the west, Beeliar Village Local Centre to the north, and Beeliar Community Centre to the east.

The site has remained vacant since the development of Beeliar, except for an 8 year period from October 2005 to January 2013 when 41 Lakefront Avenue was developed for a Sales Centre to facilitate the sale of Residential lots within the Beeliar Estate. The site itself and off-street parking have been in existence prior to the Beeliar Village Local Centre.



Legislation and Policy

Metropolitan Region Scheme (MRS)

The site is zoned "Urban" under the MRS.

City of Cockburn Town Planning Scheme No. 3

The subject site is zoned "Development" under the TPS 3, the objective is as follows:

"To provide for future residential, industrial or commercial development to be guided by a comprehensive Structure Plan prepared under the Scheme."

On 24 March 2006 the Meve at Beeliar Structure Plan was adopted by the City of Cockburn. The Structure Plan identifies the subject site as “Local Centre”, which has the following objective:

“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”

Child Care Premises’ is a “P” use within the Local Centre Zone under TPS 3, which means the use is permitted by the Scheme providing the use complies with the relevant development standards and requirements of the Scheme.

State Planning Policy 3.7 – Planning in Bushfire Prone Areas (SPP 3.7)

A Bushfire Management Plan (BMP) has been submitted with the application as required under SPP 3.7, due to the subject lots being identified as bushfire prone (refer Attachment 3).

From a bushfire attack level perspective the proposal is classified as BAL 12.5 (the lowest/least risk rating in terms of radiant heat and ember attack). Typically, however, vulnerable uses are those that are considered to have occupants with a lesser capacity to respond (even if the bushfire risk is lower) in the event of a bushfire and that may present evacuation challenges. Such uses include hospitals, nursing homes and child care centres.

SPP 3.7 requires assessment against the bushfire protection criteria as well as an Emergency Evacuation Plan (EEP). As such, the BMP and EEP have been referred to DFES for their comment as required under SPP 3.7. On 5 March 2020 comments were received from DFES that the proposal complies with the above policy and the BMP and EEP adequately address the concerns related to bushfire and emergency evacuation.

Local Planning Policy 3.1 – Child Care Premises

This policy is to provide guidance for the location, siting and design of child care centres to ensure that such developments are compatible with, and avoid adverse impacts on, the amenity of surrounding areas. The proposal has been guided by and complies with this policy.

Consultation

Public consultation was undertaken for three weeks from 15 November 2019 to 6 December 2019, to 21 nearby lots, including residential and other lots within the Local Centre Zone and advertised in Comment on Cockburn for the same period.

In total, there were five submissions of which all were objections (two from nearby residents and three from nearby shop owners). The issues raised are summarised as follows:

- Traffic – the proposal will cause undue vehicular traffic;
- Parking – there are already parking issues within the area;
- Use – Child Care premises is not the most appropriate use of the site;
- Built Form – the proposal will impact upon the natural light received by nearby business owners; and
- Noise – concerns regarding the impact of noise.

Planning Assessment

The proposal varies the following policy requirements:

Framework	Section	Requirement	Proposal	Compliance
LPP 3.1 – Child Care Premises	Site Design	The site is to be regular in shape and have a minimum lot area of 1,000m ² .	The site is irregular in shape and has a total lot size of 681m ² .	Non-compliant – see Officer comments section of the report.
LPP 3.1 – Child Care Premises	Landscaping	The first 2m of the front boundary and 1m of the secondary street being landscaped.	Minimal to no landscaping on the street boundaries.	Non-compliant – see Officers comments section of the report.
LPP 3.1 – Child Care Premises	Parking and Traffic	One bay per one employee and one bay per 10 children. A total of 12 bays are required on-site.	There are no on-site parking bays. The applicant proposes to use existing on-street parking.	Non-compliant – see Officers comments section of the report.

Officer Comments

Site Design

The proposal varies the recommended minimum site area under LPP 3.1 as the site area is 681m² in lieu of a minimum 1,000m². The intent of the larger size is to cater for the landscaping, parking and outdoor play area that is required for Child Care premises. In this situation, the parking is not being proposed on-site, rather it proposes to utilise the existing on-street parking due to the specific nature of the lots.

The proposal does not meet the landscaping requirement for 2m of landscaping at the frontage and 1m at the secondary street. However, a thin landscaping strip of 0.32m has been provided abutting Bluebush Avenue and a 0.5m landscaping strip along Lakefront Avenue. The first metre along Lakefront Avenue is a proposed footpath to allow children being dropped off ample space to enter the building and a continuation of the existing pedestrian footpath from Bluebush Avenue. The plans do indicate landscaping is to be provided and this will be conditioned to ensure appropriate tree species and locations are selected.

Reserve 49523 Right of Way

The development itself is to be constructed between Reserve 49523, which is Unallocated Crown Land and thus under control of the State of Western Australia. The proposal was referred to the *Department of Planning, Lands and Heritage* (DPLH) for their comments, with particular regard to the 1.7m wide second storey walkway which provides the proposal access between the two sites. The DPLH have no objection to the proposal subject to a legal agreement being entered into between themselves and the proponent, this is recommended to be imposed as a condition of approval and is accepted by the applicant.

Reserve 49523 is intended to provide access from the Beeliiar Village Shopping Centre through to the boardwalk surrounding the Beeliiar Lake. Access to the lake remains in place via the boardwalk which is a reserve for open space and has existing access from the footpath on Bluebrush Avenue, the Community Centre and via Reserve 49523, which will remain open.

A condition is to be imposed for an agreement to be entered into between the City and the applicant/developer for the reserve to be maintained by the operator of the facility and paved to the standard of the footpath which surrounds the development site.

Traffic

All of the objectors raised the issue of parking, expressing concerns that parking is already an issue at the existing Beeliiar Shopping Centre and the addition of a Child Care premises, which seeks to utilise existing bays, will exacerbate the issue. The applicant has provided a Traffic Impact Statement (TIS) which confirms the existing road network and standards is capable of accommodating the additional traffic

impacts without the requirement for further upgrades (refer Attachment 4) . The matter of parking is discussed in the next section.

There are thirteen on-street parking bays on the southern side of Lakefront Avenue, which are proposed to be utilised by the applicant. The development proposes a footpath within the first 1.405m of the subject site to ensure safe access into the site and for the public walking past. The footpath is a continuation along the existing Lakefront Avenue and Bluebush Avenue.

The applicant has provided justification towards the peak car usage of Child Care Premises based on the RTA Guide to Traffic Generating Developments (NSW) which surmises the following vehicle trips per peak hours.

Demographic Group	Peak Vehicle Trips		
	7am to 9am	2:30pm to 4pm	4pm to 6pm
Pre School (0-2 years old)	1.4	0.8	-
Long Day Care (Children older than 2)	0.8	0.3	0.7
Before/After School	0.5	0.2	0.7

There are no traffic generating standards for Child Care Centres that apply to Western Australia specifically. City officers agree with the methodology used within the NSW standards.

Based on the above table, the proposed child care premises would generate the following vehicle movements during peak times.

- 7am to 9am = 46.4 vehicle movements;
- 2:30pm to 4pm = 17.4 vehicle movements;
- 4pm to 6pm = 40.6 vehicle movements.

Total vehicle movements during peak times = 104.4.

The six staff members are likely to generate two vehicle trips each (one morning and one afternoon), whilst each of the children could be expected to generate up to 4 trips per day (drop off/pick up). Therefore, the maximum daily demand for the premises would be 244 movements per day.

Lakefront Avenue is a Local Distributor Road under the Main Roads Western Australia hierarchy which has the capacity to carry up to 6000 vehicle movements per day. The City's most recent traffic count from November 2017 indicates an average weekday traffic count of 1,057 vehicles per day on Lakefront Avenue.

City Officers have considered the impact upon the existing road network and conclude that the impact will not cause undue congestion or traffic issues.

Car Parking

LPP 3.1 and the Western Australian Planning Commissions Planning Bulletin 72 outline that parking is to be contained on-site, to ensure there is no impact upon the amenity of surrounding residents and businesses. The City's TPS 3 requires that one car parking bay be provided for every 10 children accommodated, and one car parking bay for every staff member. With a maximum occupancy of 58 children and six staff members, the required parking rate is 11.8 car parking bays.

The Local Structure Plan report from March 2001 details this area as the Village Centre, and identifies the centre as being a 'Main Street' development which indicates parking to be provided on-street. The subject site differs to 28 Lakefront Avenue, Beeliar (also Village Centre) as it does not have the ability to contain vehicle parking on-site. This is important to note.

Any development proposed on the subject site would be restricted in its ability to provide on-site parking considering the existing on-street bays (bays would have to be removed to accommodate vehicle access) and the frontage to Bluebush Avenue is not wide enough (5.1m) to accommodate a crossover that would comply with the relevant Australian Standards.

The table below provides a description of the parking calculation on 28 Lakefront Avenue (Beeliar Village Local Centre):

Tenancy	Use	Floor Area	Parking requirement
IGA	IGA Supermarket	950m ²	63.3
1	Retail Shop	120m ²	8
2	Retail Shop	70m ²	4.66
3	Retail Shop	88m ²	5.86
4	Retail Shop	133m ²	8.66
5	Retail Shop	97m ²	6.46
6	Retail Shop	58m ²	3.86
7a	Retail Shop	72m ²	4.8
7b	Retail Shop	72m ²	4.8
8	Office	150m ²	3
9	Medical Centre	178m ²	3.56
Total Bays Required			116.9
Total On Site Bays Provided			67
Bays Provided Off-Site (both sides of Lakefront			44

Avenue)	
Total Bays Provided	111 (shortfall of 6 bays)

The site was created with a shortfall of on-site car parking bays and made use of the existing Lakefront Avenue car parking bays within the assessment. It also included either side of Lakefront Avenue in its parking calculation. The parking requirement for Retail/Shop is one car parking bay per 15m² of gross lettable area.

The updated table below is an assessment of the tenancies which are now on-site, as of March 2020, and the applications for change of use proposals received by the City.

Tenancy	Use	Development Application	Floor Area	Parking requirement
IGA	IGA Supermarket	Original	950m ²	63.3
1	Cellarbrations Liquor	Original	120m ²	8
2	Classic Curry Indian restaurant	DA14/0565	70m ²	1 bay per 4 persons accommodated. With a maximum capacity of 48 persons the parking rate = 12 bays
3	Retail Shop (Newsagent)	Original	88m ²	5.86
4	Café (Sul Lago)	DA10/0390	133m ²	8.66
5	Retail Shop (Vacant)	Original	97m ²	6.46
6	Retail Shop (Hair Dare You)	Original	58m ²	3.86
7a	Fish and Chips	Original	72m ²	4.8
7b	Tinos	Original	72m ²	4.8
8	Office	DA14/0949	150m ²	Pharmacy is considered a shop land use which requires 1 bay per 15m ² . Therefore 10 bays are required
9	Medical Centre	DA14/0449	178m ²	3 practitioners the parking rate is 5 bays per practitioner. = 15 bays required
Total Bays Required				142.74
Total On Site Bays Provided				67
Bays Provided Off-Site (both sides of Lakefront Avenue)				44
Total Bays Provided				111 (shortfall of 31.74)

There is an existing shortfall of 31.74 car parking bays within the Beeliar Village Local Centre, which includes a consideration of the 44 car parking bays on Lakefront Avenue. The Beeliar Village Local Shopping Centre itself has a parking shortfall of 31.74 car parking bays. The shortfall has been permitted in light of reciprocal uses such as the Consulting Rooms and Pharmacy; it is highly likely someone visiting the Medical Centre will visit the Pharmacy on the same trip.

Whilst the above car parking calculation for the Beeliar Village Shopping Centre is relevant to understand the greater context, it should be noted that a nearby site shortfall in parking should not be reason to prejudice another site for the subsequent impact it may have.

Through the assessment, City Officers have taken into account the creation of the subject land through the structure planning and subdivision process, and the intent of a 'Main Street' for Lakefront Avenue. Whilst car parking bays are not contained on site, it is considered reasonable for the proposal to utilise 12 car parking bays on the southern side of Lakefront Avenue for the following reasons:

- The subject site is a shape and size which creates difficulties for any development;
- Any use seeking to develop the site would encounter similar difficulties. For example a café/restaurant with the same parking deficiency would have a maximum capacity of 48 persons;
- There are an additional 47 car parking bays in the nearby Beeliar Community Centre which can provide a function of overflow parking where necessary, particularly as the Child Care Centre is closed on weekends (when the Community Centre is in peak use);
- There are 23 car parking bays along Bluebush Avenue within 250m of the subject site that can be used as overflow parking (refer Attachment 1);
- Whilst not a requirement for Child Care Centres, the development proposes three bicycle racks which can accommodate six bicycles. The development also has shower facilities to provide staff the ability to change and shower for their work day;
- The site is within 300m of a bus stop for bus route 531 which travels to Fremantle and Cockburn Central twice per hour.

Noise

One of the objections raised relates to the potential for noise impacts upon the abutting land uses. The applicant has submitted an Environmental Acoustic Report prepared by Herring Storer Acoustics which has assessed the noise generated from the proposal which

includes mechanical noise and children playing in the outdoor play areas (refer Attachment 5).

The acoustic report determines that the noise generated and decibel levels at nearby properties would comply with the *Environmental Protection (Noise) Regulations 1997* on the following recommendations:

- The exact use and location of mechanical services (such as air conditioners) has not yet been determined, however, where located adjacent to the lift will comply with noise levels;
- The number of children playing outside at any one time will not exceed 50; and
- A 2.4m solid screen wall being provided on the western boundary (Bluebush Avenue) and partially along the northern boundary to provide further noise mitigation.

City Officers have assessed the proposal and concluded that the provisions in the acoustic report can be accounted for in the management and development of the proposal. It will subsequently comply with the *Environmental Protection (Noise) Regulations 1997*. Proposed Condition 17 seeks to condition that all noise attenuation measures identified by the *Acoustic Report* and a further acoustic report required under Condition 18, are to be implemented prior to the occupancy of the development and the requirements of the Acoustic Report/s are to be observed at all times.

Proposed Use Class

Child Care Premises is a Permitted use within the Local Centre zone. The City cannot direct proponents to provide particular uses.

Conclusion

The proposed Child Care Centre establishes the Main Street environment as intended under the Meve' at Beeliar Estate Structure Plan by creating the providing the built environment component on the eastern side of Lakefront Avenue. The development itself is a permitted use within the Local Centre zone, is an attractive building that will contribute positively to the streetscape and potential issues such as noise and bushfire risk have been adequately addressed.

The site is constrained in its ability to provide onsite parking given its size, shape, and the existing parking on Lakefront Avenue leads to a shortfall of 12 car parking bays. Issues such as traffic and congestion have been addressed through a Traffic Impact Statement and the parking concerns are unlikely to significantly impact the general area given additional overflow bays located within close proximity at the Beeliar Community Centre and along Bluebrush Avenue.

Strategic Plans/Policy ImplicationsCity Growth

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

Leading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

In total, there were five submissions of which all were objections (two from nearby residents and three from nearby shop owners). The proposal was advertised from 15 November 2019 to 6 December 2019 for a total of 21 days. The advertising measures included letters as well as on the City's website.

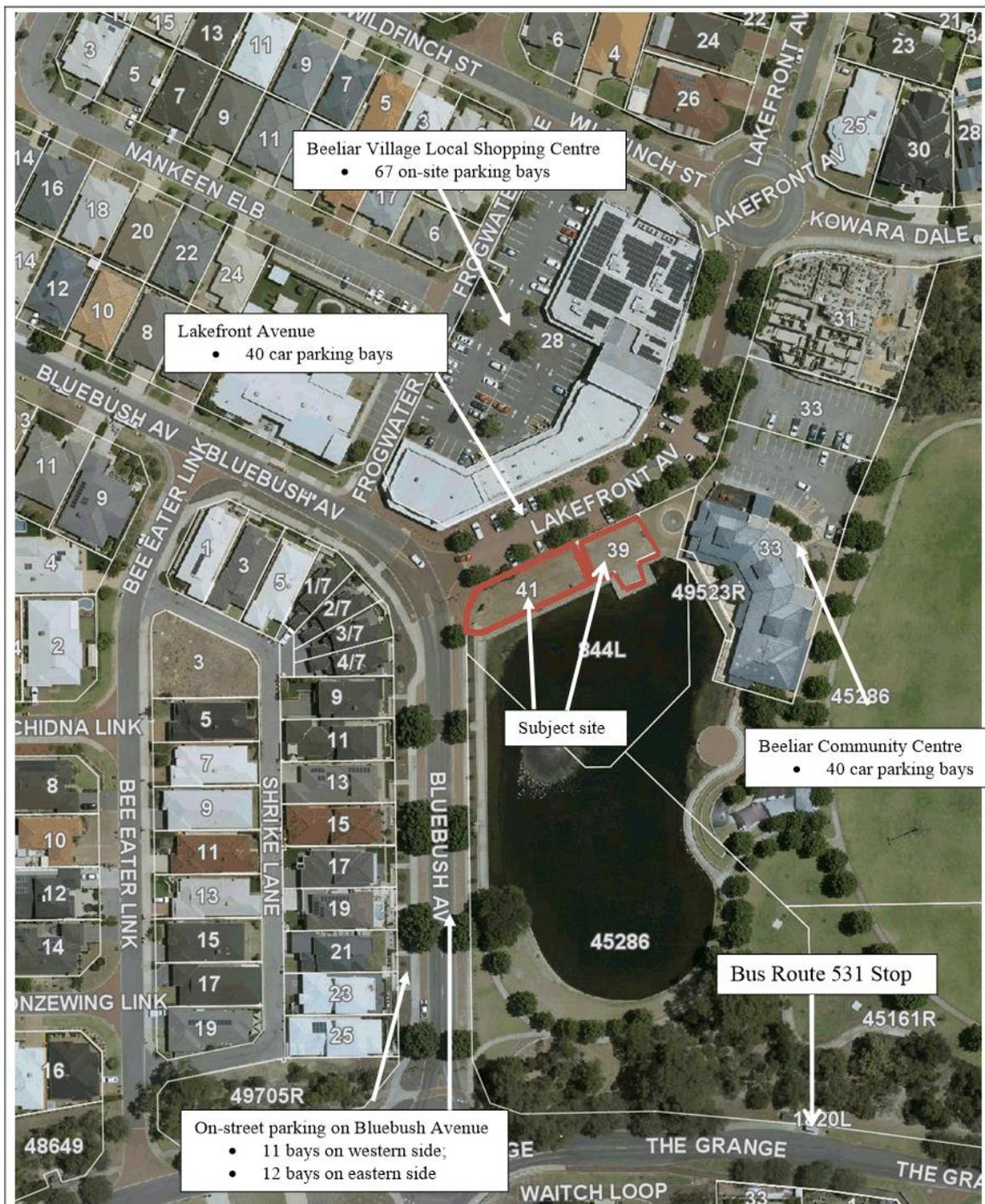
Risk Management Implications

The applicant could lodge a review with the State Administrative Tribunal which could incur costs in defending any decision, particularly if legal counsel is engaged for a hearing. Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

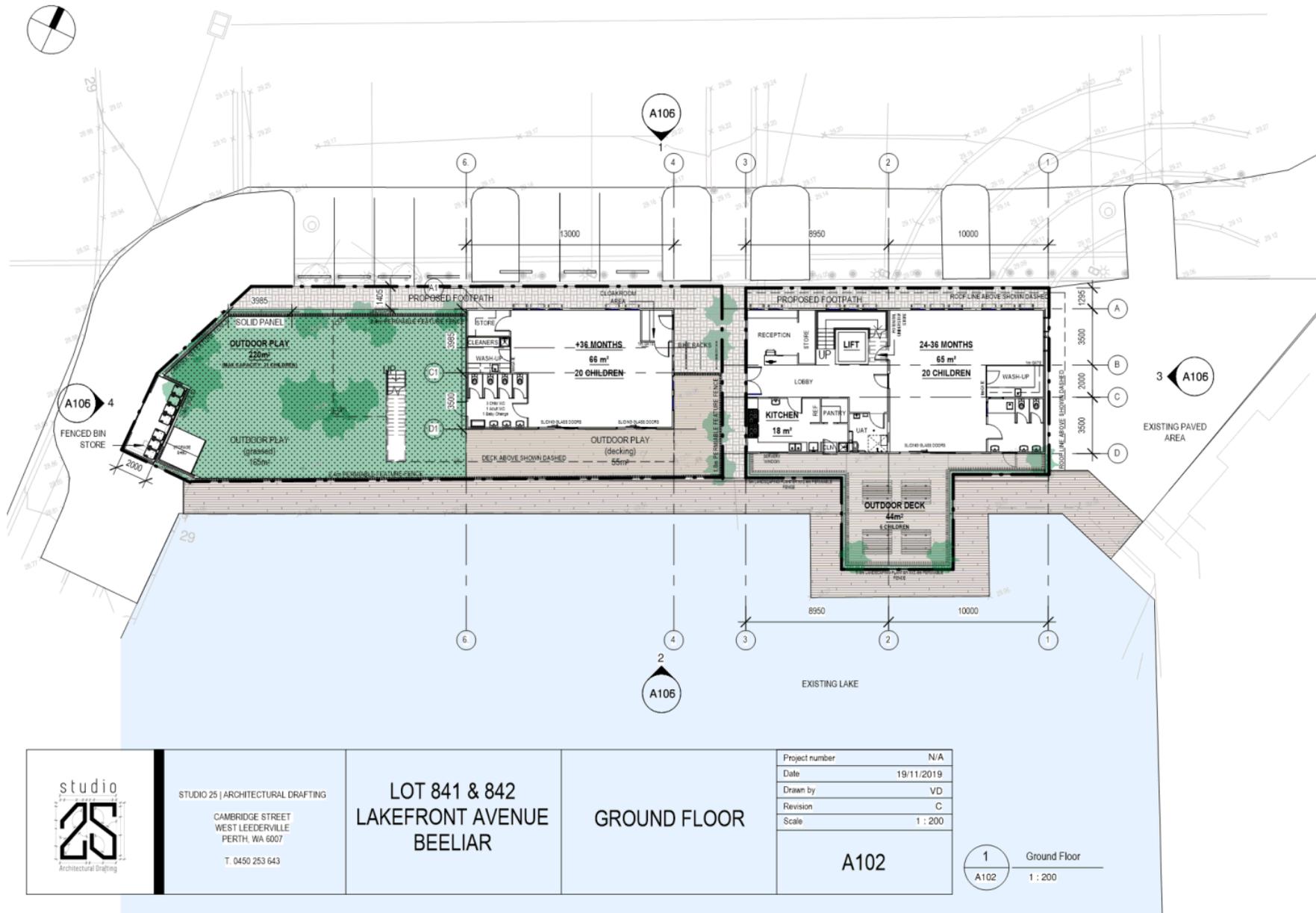
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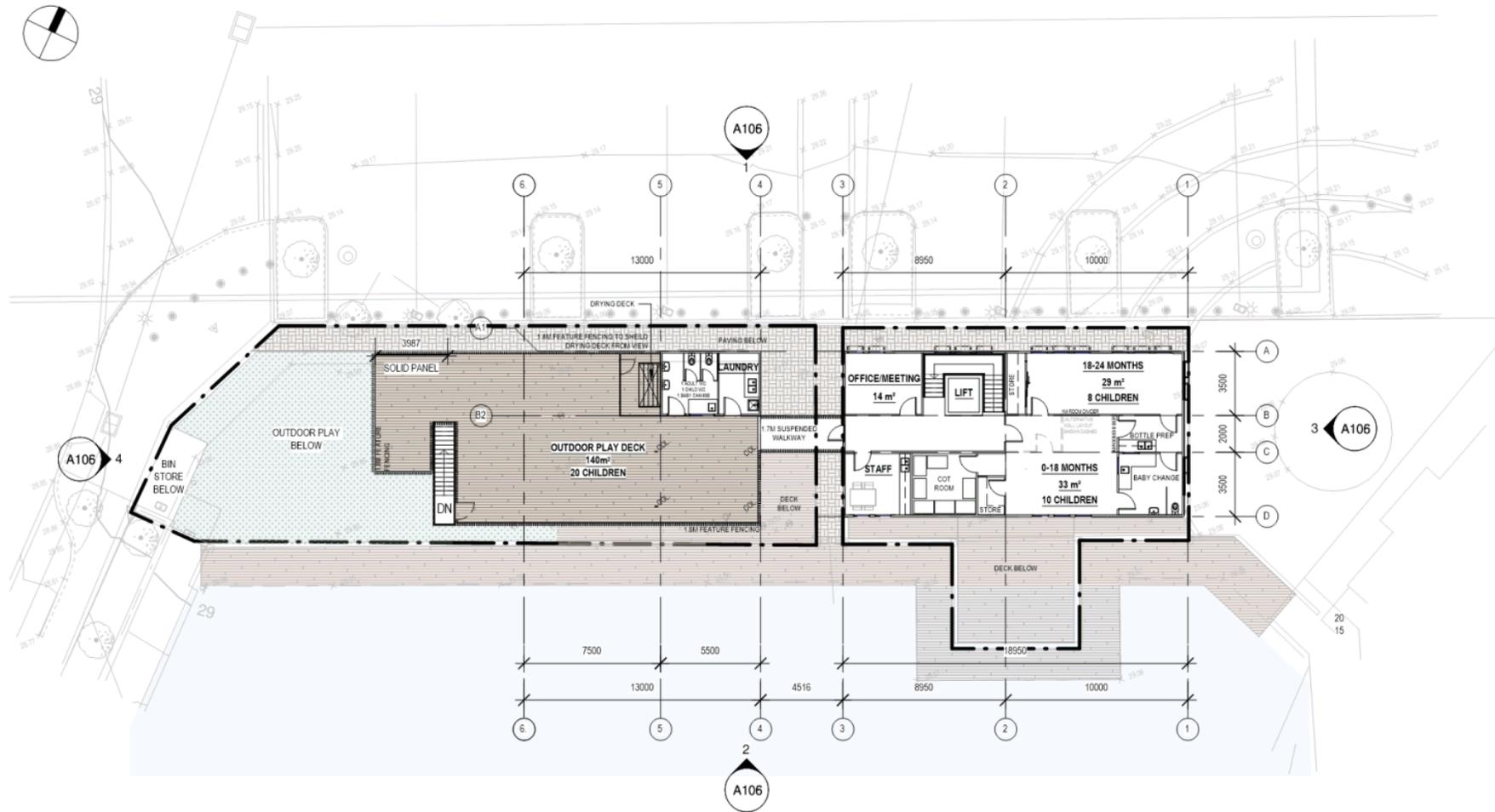


	<p>39 & 41 Lakefront Avenue, Beeliar (DA19/0729)</p>	<p>PRINTED ON: 18/03/2020</p>	<p>SCALE = 1:1500</p>	
		<p><small>DISCLAIMER - The City of Cockburn provides the information contained herein and bears no responsibility or liability whatsoever for any errors, faults, defects or omissions of information contained in this document.</small></p>		



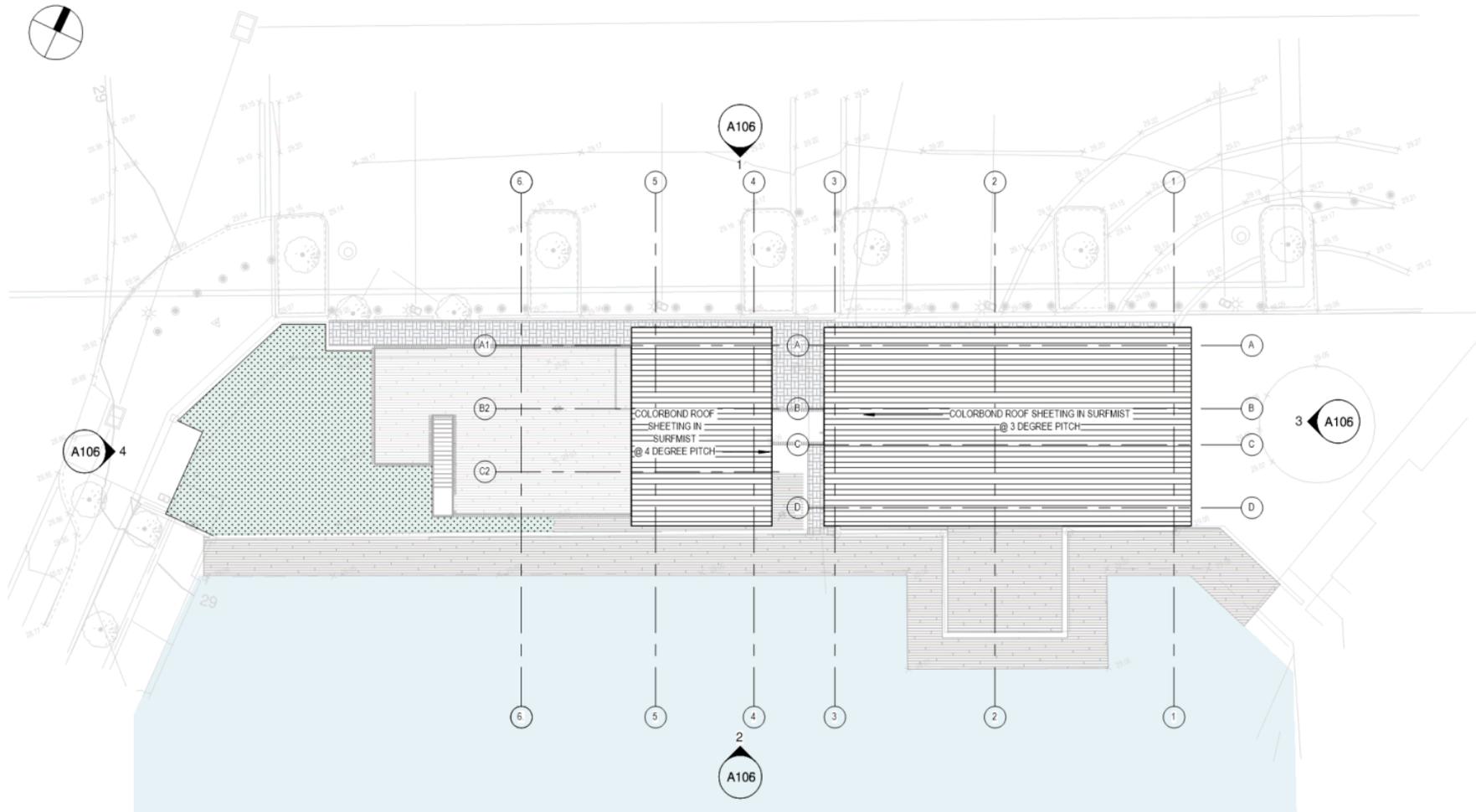
**39 & 41 Lakefront Avenue
Beelihar, WA 6164**





	STUDIO 25 ARCHITECTURAL DRAFTING	LOT 841 & 842 LAKEFRONT AVENUE BEELIAR	FIRST FLOOR	Project number	N/A
	CAMBRIDGE STREET WEST LEEDERVILLE PERTH, WA 6007 T. 0450 253 643			Date	19/11/2019
				Drawn by	VD
				Revision	C
				Scale	1 : 200
				A103	

1 Level 1
A103 1 : 200



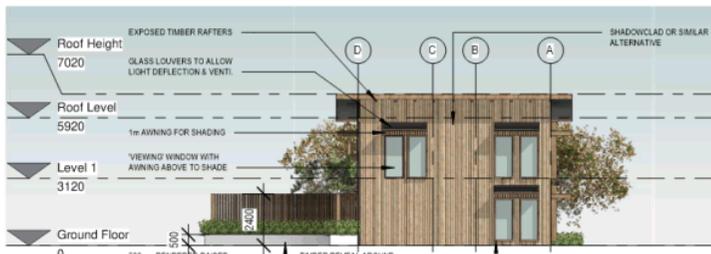
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	A104			1 Roof Level A104 1 : 200



1 North-West Elevation
A105 1 : 200



2 South-East Elevation
A105 1 : 200

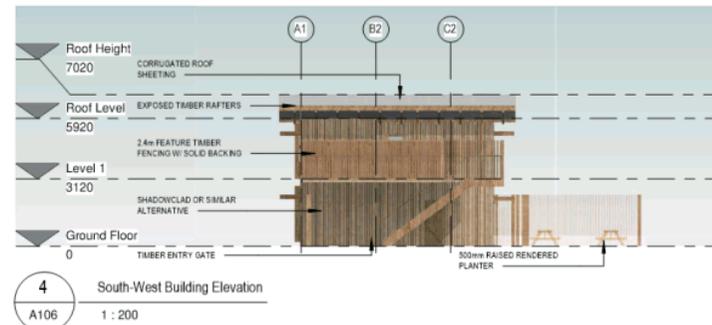
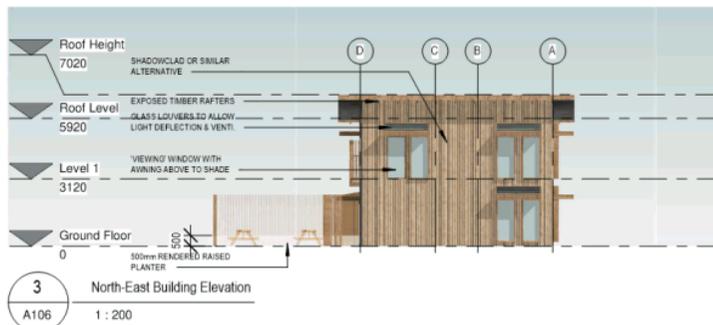
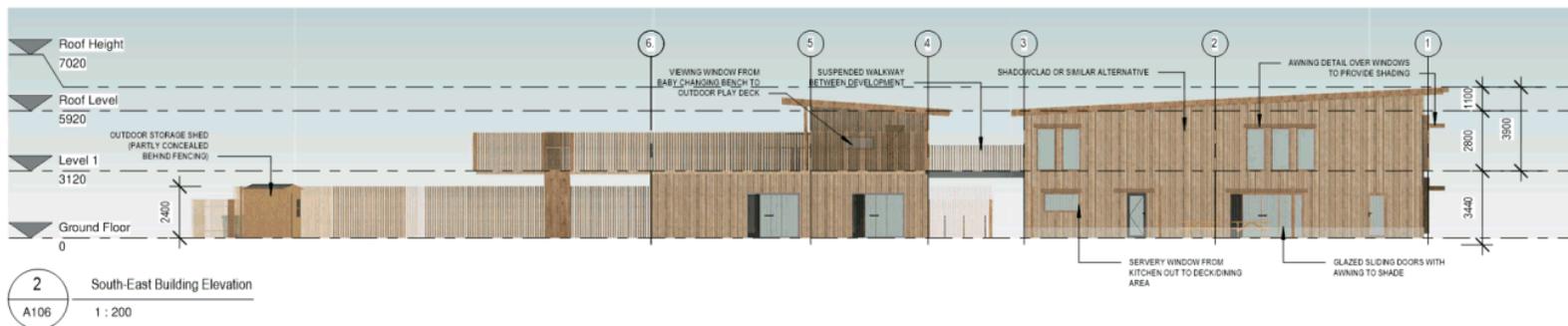
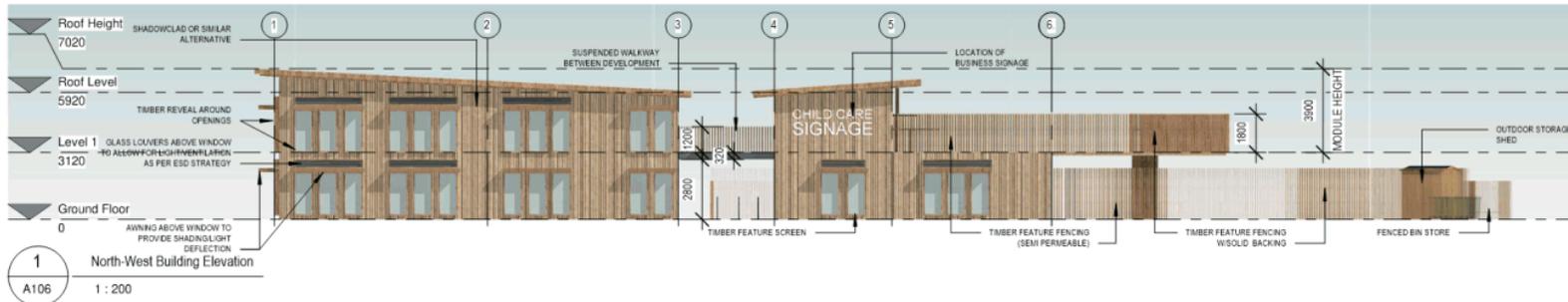


3 North-East Elevation
A105 1 : 200



4 South-West Elevation
A105 1 : 200

	STUDIO 25 ARCHITECTURAL DRAFTING CAMBRIDGE STREET WEST LEEDERVILLE PERTH, WA 6007 T. 0450 253 643	LOT 841 & 842 LAKEFRONT AVENUE BEELIAR	SITE ELEVATIONS	<table border="1"> <tr><td>Project number</td><td>N/A</td></tr> <tr><td>Date</td><td>19/11/2019</td></tr> <tr><td>Drawn by</td><td>VD</td></tr> <tr><td>Revision</td><td>A</td></tr> <tr><td>Scale</td><td>1 : 200</td></tr> </table>	Project number	N/A	Date	19/11/2019	Drawn by	VD	Revision	A	Scale	1 : 200
	Project number	N/A												
Date	19/11/2019													
Drawn by	VD													
Revision	A													
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	STUDIO 25 ARCHITECTURAL DRAFTING CAMBRIDGE STREET WEST LEEDERVILLE PERTH, WA 6007 T. 0450 253 643	LOT 841 & 842 LAKEFRONT AVENUE BEELIAR	BUILDING ELEVATIONS	Project number N/A Date 19/11/2019 Drawn by VD Revision A Scale 1 : 200
	A106			

BUSHFIRE MANAGEMENT PLAN (SPP 3.7)

CHILDCARE CENTRE

39 and 41 LAKEFRONT AVENUE

BEELIAR

18 SEPTEMBER 2019

draft

ENVISION BUSHFIRE PROTECTION

www.envisionbp.com.au

✉ admin@envisionbp.com.au

☎ 0439 112 179

LIMITATIONS STATEMENT

This Bushfire Management Plan ('BMP') has been solely prepared for a Childcare Centre at 39 and 41 Lakefront Avenue, Beeliar.

Envision Bushfire Protection

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P: 0439 112 179

Email: admin@envisionbp.com.au

Version Control

39 & 41 Lakefront Avenue, Beeliar			
Version	Date	Author	
V1	18/09/2019	AR	Review

draft

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Disclaimer

In undertaking this work the authors have made every effort to accurately apply the available information **at the time of writing** following the instructions of the regulatory authorities and applying best practice as described by the Fire Protection Association Australia. Any conclusions drawn or recommendations made in the report are done in good faith and the consultants take no responsibility for how this information and the report is subsequently used.

Envision Bushfire Protection accepts no liability for a third party's use of, or reliance upon, this specific report.

Importantly the measures contained in this report cannot guarantee, human safety or an absence of harm, or that the building will not be damaged or would survive a bushfire event on every occasion. This is due to the unpredictable nature of fire behaviour (knowledge in this field continues to develop) and the unpredictable nature of extreme weather conditions.

This report has been prepared in part utilising the WALGA Environmental Planning Tool ('EPT'). The author agrees that at all times copyright in the material on the EPT website remains with WALGA and the Contributors as the case may be and has cited the EPT as being the source of the information and acknowledges the contributors copyright in the information.

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Scope of this report

Envision Bushfire Protection has been engaged to provide expert bushfire safety and planning advice.

The scope of the advice has been to assess the proposal for compliance with the policy measures described in State Planning Policy 3.7 and identify appropriate mitigation measures to be considered by the determining authority. This is described in a Bushfire Management Plan and prepared with regard to the Department of Planning Lands and Heritage templates.

The investigations and mitigation measures identified in the BMP, has in turn formed the basis for the preparation of a Bushfire Emergency Evacuation Plan.

Client relationship

I was engaged to provide expert bushfire safety and planning advice. My relationship with the client is a standard commercial contract and no private, personal, or other matter has influenced the content of the BMP or my findings.

STATEMENT OF CONFORMITY – PLANNING AND DEVELOPMENT ACT 2005



Anthony Rowe Level 3 - BPAD36690

Principal

ENVISION Bushfire Protection
Hazard planning for resilience



The signatory declares that this Bushfire Management Plan meets the requirements of State Planning Policy 3.7 and the Guidelines for Planning in Bushfire Prone Areas V1.3.

EXECUTIVE SUMMARY

Preface

The proposal is to establish a childcare centre at 39 and 41 Lakefront Avenue, Beeliar (**'the site'**).

The site is within a declared bushfire prone area and State Planning Policy 3.7 *Planning in Bushfire Prone Areas* (**'SPP 3.7'**) applies.

In accordance with SPP 3.7 the planning authority when determining an application in a declared bushfire prone area must first be satisfied the proposal is consistent with the policy intent, **to preserve life and reduce the impact of bushfire on property and infrastructure**.

The proposal, a childcare centre, is listed under SPP 3.7, as a vulnerable class of development. The requirements for a vulnerable development contained in SPP 3.7 and the *Guidelines for Planning in Bushfire Prone Areas* (WAPC, V1.3 December 2017) apply.

This BMP is accompanied by a Bushfire Emergency Evacuation Plan ('BEEP') which has been prepared following the requirements in cl 5.5.2 of the Guidelines, AS 3745-2010.

The purpose of this BMP is to assess *the suitability of the building in its location for the intended purpose and further, to place primacy upon human life, assessing the requirements needed for caring for 'vulnerable' people*.

Suitability of the building for the intended purpose

The subject land is zoned Local Centre in the City of Cockburn Local Planning Scheme.

An inspection of the site was undertaken on 15 September 2019, and a spatial bushfire risk assessment was made in accordance with the methodology provided in AS 3959:2018(Method 1).

The proposal was assessed against the bushfire criteria, (SPP3.7 measures 6.2, 6.5, and 6.6 and Appendix 4 Guidelines for planning in bushfire prone areas v1.3) and found to meet the acceptable solutions for the criteria which is divided into four elements – location, siting and design, vehicular access and water.

Caring for vulnerable people

The City of Cockburn has a Mediterranean climate with four seasons: cool, wet winters (June to August) followed by a mild spring (September-November), and hot, dry summers (December to February) leading into autumn (March-May).

The bushfire season is typically from the beginning of December through to the end of March each year. The highest fire danger ratings occur during this period. The site is most likely to be affected by an uncontrolled fire in the reserve north east of the site.

The proposed childcare centre is within a determined Bushfire Attack Level BAL 12.5, but the southern extent of the building is BAL Low.

It is not recommended the building be used for refuge during a bushfire event, as safe evacuation is provided from the carpark at all times. Instead the building should be used to provide shelter whilst evacuation is undertaken in an orderly manner from the immediate carpark. Whilst the BAL is comparatively low the site may still be subject to smoke and burning embers that could cause minor injuries.

Whereas in a structural fire the emergency procedure is to leave the building immediately, in the case of a bushfire emergency the building should be used to protect children and personnel from falling embers to minimise exposure before entering vehicles to evacuate the site.

Should the Department of Fire and Emergency Services (DFES) advise of an approaching fire, or if smoke or an uncontrolled fire is observed to the south, south west, the childcare facility and site should be evacuated.

Conclusion

The proposal can satisfy the requirement **to preserve life and reduce the impact of bushfire on property and infrastructure**.

This justification, however, is conditioned upon:

1. The building being constructed to BAL 12.5, but noting the western section is within an area determined as BAL Low.
2. The facility is located within a built-up urban area accessible for evacuation, without the need to travel through a potentially Extreme Bushfire Hazard Level area, and with available urban firefighting facilities, i.e. reticulated water and hydrants.
3. Access to a safer place area (<BAL 2), is available by foot.

Suggested conditions of planning approval

Further to the above, the following conditions of Development Approval are recommended, and the identified works are required to be undertaken before operation of the facility:

1. The Childcare Centre building is to be constructed to BAL 12.5 (AS 3959:2018, s.3 and s.5).
The construction standard should be maintained by the avoidance of any flammable attachments i.e. shade sails or the storage of flammable materials within 3 m of the building.
2. The adoption of the Bushfire Emergency Evacuation Plan (Appendix 2) Preparation, Response and Recovery.
3. The inside face of all external doors shall display the Evacuation Diagram.
4. A 4kg chemical Fire Extinguisher shall be provided together with operating instruction.
5. External water (fire) hoses, shielded from a bushfire, capable of applying water safely onto each part of the building, without relying on a reticulated power supply, shall be provided.

Advisory notes

1. The landowner acknowledges any materials located against or near adjacent to the building, should they ignite, will expose the building to flame contact and will increase its risk of ignition.
2. The landowner is responsible for availing themselves of any promotions and information to assist owners in preparing for and responding to a bushfire event as may be made by the City or the Department Fire and Emergency Services.
3. The landowner acknowledges that external material can be damaged, perish or distort over time and that can in turn provide a point of vulnerability for bushfire attack. The landowner should undertake an inspection of the building's external surfaces prior to each fire season, to eliminate any externally visible gaps greater than 2mm.

Spatial representation of the proposed risk management measures



Notes

1. The Childcare Centre building is to be constructed to BAL 12.5 (AS 3959:2018, s.3 and s.5).
The construction standard should be maintained by the avoidance of any flammable attachments i.e. shade sails or the storage of flammable materials within 3 m of the building.
2. The adoption of the Bushfire Emergency Evacuation Plan *Preparation, Response and Recovery*.
3. The inside face of all external doors shall display the Evacuation Diagram.
4. A 4kg chemical Fire Extinguisher shall be provided together with operating instruction.
5. External water (fire) hoses, shielded from a bushfire, capable of applying water safely onto each part of the building, without relying on a reticulated power supply.

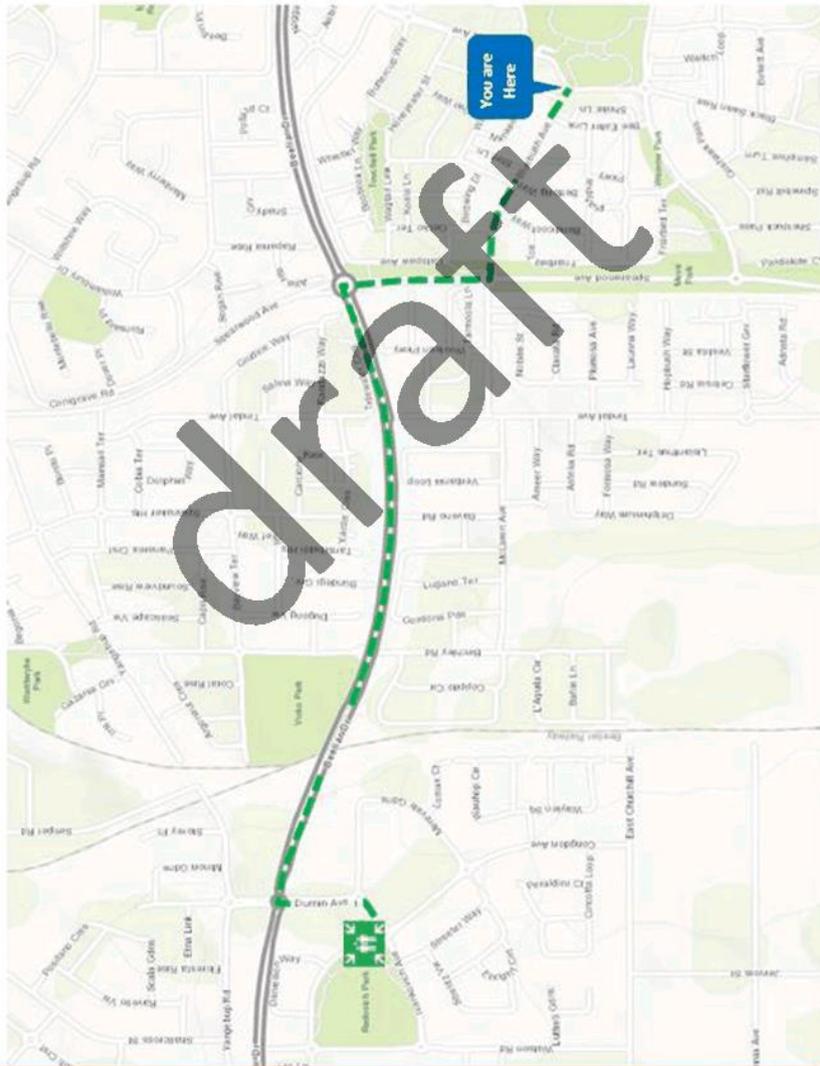
Legend

-  Site Boundary
-  Hydrant

Property Assessment Details

39 & 41 Lakefront Avenue
 Prepared by: Anthony Rowe
 Accreditation Level: Level 3
 Accreditation Number: 36690
 Date: 18/09/2019

BUSHFIRE EMERGENCY EVACUATION PLAN



39 & 41 LAKEFRONT AVENUE BEELIAR

EVACUATE

ON ADVICE (DFES) TO LEAVE or if you see an uncontrolled fire.

Seek instructions from the Emergency Services Incident Controller (DFES officer managing the fire). Contact DFES at 13 33 37.

Advise of location and children present
Assemble Account for all visitors.

LEAVE

Exit from building to vehicles.
Evacuate to Radonich Park unless otherwise instructed by DFES.
Turn right onto Spearwood Avenue and onto Beelihar Drive and continue to the shopping centre and Radonich Park.
Advise DFES of your arrival at Radonich Park.
Advise Parents of Child Pick up location

Name	
Chief Warden	
Warden	
Warden	
TRANSPORT	

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1. PROPOSAL DETAILS

1.1 Introduction

Purpose of this Plan

The purpose of this BMP is to assess the suitability of the building in its location for the intended purpose and further, to place primacy upon human life, assessing the requirements needed for caring for 'vulnerable' people.

This document presents an assessment of a proposed vulnerable class of development "visitation uses that may involve people who are unaware of their surroundings" with the requirements State Planning Policy 3.7 and *Guidelines for Planning in Bushfire Prone Areas* (WAPC, V1.3 December 2017) including assessment against each of the Bushfire Protection Criteria and the requirement for an Emergency Evacuation Plan.

Site and Proposal Description

The proposal is to establish a childcare centre at 39 & 41 Lakefront Avenue, Beeliar ('the site'). The site is 664.5 m² and is at the southern edge of the local business centre. It adjoins a small lake that is part of a public open space that extends east of the site. Within this area is a portion of remnant vegetation retained as conservation (the reserve) that is classified as Forest (AS 3959:2018).

A carpark provides 90° carparking along Lakefront Avenue which is a two-way road separating the site from the local shopping centre at it's north.

The site is within a contiguous urban area comprising largely single houses on medium density lots. The site has access to a reticulated water supply and hydrants are located within 50 m of the site on Bluebush Avenue.

The site is rectangular and lies east west, the eastern section is within BAL-12.5 but the western section, adjacent carpark and Bluebush Avenue is BAL Low. The western section is safe for evacuation, and with access to the hydrant a safe position to conduct firefighting.

The Beeliar Community Centre is located immediately east of the site and is a nominated Evacuation Centre in times of Bushfire. It is noted that the building and its carpark is located closer to the reserve than the proposed building. It may therefore not be available in times of a bushfire event likely to involve the reserve.

Land Zoning

The site is zoned Local Centre in the City of Cockburn Local Planning Scheme.

Adjoining Land Uses

West	Urban built out area – Low bushfire threat cl. 2.2.3.2(e) AS 3959:2018.
North	Urban built out area – Low bushfire threat cl. 2.2.3.2(e) AS 3959:2018.
East	Unmanaged reserve - Class A Forest AS 3959:2018.
South	Managed reserve – Low bushfire threat cl. 2.2.3.2(f) AS 3959:2018.



Plate 1: Locality



Plate 2: OBRM Bushfire Prone Area (pink area)

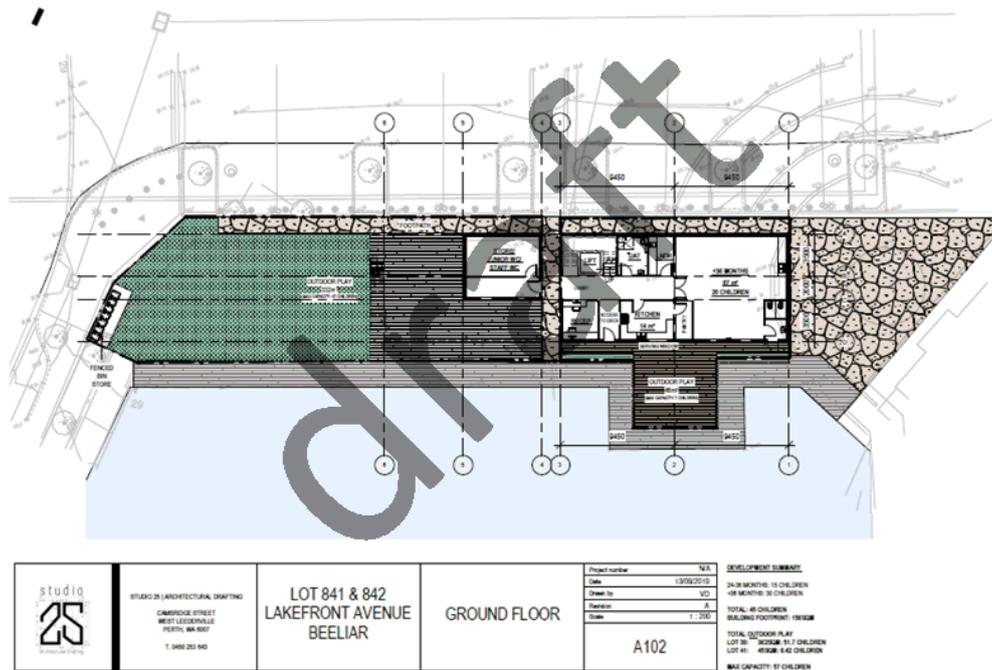


Plate 3: proposed childcare building

1.2 Stakeholders

The proponent's requirements are:

- To comply with State Planning Policy 3.7.
- To ensure the protection of the safety, health and wellbeing of the occupants.
- To accept superficial damage to buildings and grounds will occur during a bushfire event.
- To acknowledge the support of emergency services for fire suppression cannot be relied upon in a bushfire event

1.3 Regulatory Compliance Requirements

Planning and Development Act 2005 - SPP 3.7

On 7 December 2015 the State Government introduced, a state map of Bushfire Prone Areas by order under the *Fire and Emergency Services Act 1998* and introduced development controls in Bushfire Prone Areas through the *Planning and Development Act 2005*. These controls were authorised by State Planning Policy 3.7 (Planning in Bushfire Prone Areas) regulations introduced under Part 10A Schedule 2 of the *Planning and Development (Local Planning Scheme) Regulations 2015* and guided by the *Guidelines for Planning in Bushfire Prone Areas*.

The State Planning Policy, Regulations, and Guidelines now form the foundation for fire risk management planning in WA at a community and land development level. The Policy Intent of SPP 3.7 is **to preserve life and reduce the impact of bushfire on property and infrastructure**.

Vulnerable Land Uses (Guidelines for Planning in Bushfire Prone Areas cl.5.5.1)

Typically, *Vulnerable* land uses are those where persons may be less able to respond in a bushfire emergency. This includes 'childcare centres'.

In recent court determinations it has been acknowledged that whilst people may choose to live in a dangerous location, that is different to inviting people who may or may not be aware of the danger of a bushfire. (JURAN and CITY OF ARMADALE [2018] WASAT 49 (21 June 2018). Consequently, the requirement for the precautionary principle to be applied by cl.6.11 in SPR 3.7, necessitates a higher consideration of safety, than may normally be expected of an owner, where it involves a 'vulnerable' development.

An additional requirement provided by SPP 3.7 and its Guidelines, is that a proposal that is classified as a vulnerable development is to be accompanied by a BEEP, comprising the details described at cl.5.5.2 of the Guidelines.

The Building Act 2011

The *Building Act 2011*, and *Building Regulations 2012*, applies the construction standards of the Building Code of Australia where it relates to an 'applicable' building.

A building permit as demonstration of compliance with the requirements of the National Construction Code is required for new habitable buildings and where there is a change of building class, unless expressly exempted.

Bushfires Act 1954

Section 33 of the *Bushfires Act 1954* recognises the responsibility of all landowners to prevent the spread of bushfire. Local government at any time, may give notice in writing to an owner or occupier of land within the district of the local government. The Notice may specify works to be undertaken including the management of grasses on the property usually to be maintained at less than 10cm during the fire season. It also provides that the identified works can be undertaken as a separate operation or in coordination with the neighbouring land.

2. ENVIRONMENTAL CONSIDERATIONS

2.1 Native Vegetation – Modification and Clearing

A fundamental consideration in the assessment of development under SPP 3.7 is to avoid instances where bushfire risk management measures would conflict with or be limited by other biodiversity management measures.

In accordance with the Department of Planning Lands and Heritage template (BMP template to support a BAL Contour Assessment) a review of the listed databases has been undertaken as part of this assessment to identify whether restrictions or other specific considerations may apply that would affect the implementation of any bushfire protection initiatives that may otherwise be identified.

Is the land affected by:	Yes/No/NA	If yes - describe
Conservation Wetland or buffer (DBCA-019 DBCA-017)	No	
RAMSAR Wetland (DBCA-010)	No	
Threatened and Priority Flora (DBCA-036)	No	
Threatened and Priority Fauna (DBCA-037)	No	
Threatened Ecological Communities (DBCA-038)	No	
Bush Forever (COP-071)	No	
Environmentally Sensitive Area (DWER-046)	No	
Regionally Significant Natural Areas (DWER-070)	No	
Conservation Covenant (DPIRD-023)	No	
South West Ecological Linkages	Yes	Identified area of remnant vegetation.
Does the proposal require the removal of restricted vegetation?	Yes	No

No vegetation is required to be removed.

2.2 Re-Vegetation/Landscape Plans

Revegetation / landscape plans are not included, nor are they required as part of this proposal.

3. BUSHFIRE ASSESSMENT

3.1 Bushfire Attack Level Assessment (Inputs)

Bushfire Behaviour

Bushfire behaviour is the primary determinant of the bushfire risk and the design fire as a basis for identifying appropriate treatments. Bushfire behaviour is affected by three factors;

- Climate (drought and season) & weather (temperature, humidity, wind, atmospheric instability) – determines the intensity of a fire, the speed and direction and potential for advanced spotting. Measured as an FDI in AS3959.
- Topography (slope of the ground, aspect and wind influences) – fire travels faster uphill, flame length is increased uphill, landforms can channel and increase local windspeed and create turbulence. Measured as 0.0° or a degree down slope in AS3959 (Method 1).
- Vegetation (horizontal and vertical structure, flammability, mass and availability). Measured as a vegetation classification, or an exclusion, in AS3959 (Method 1).

It is assumed that a bushfire will achieve a steady state and be fully developed to maximum intensity over a 100 m (minimum fire run). Grass fires will travel faster (GFDI) than a forest canopy fire, but a forest canopy fire can eject a higher level of embers and also eject them over a greater distance. Crown fires occur when the ground fire is intense, and conversely when ground fuels are managed the resultant fire intensity may not be sufficient to involve the crown, and a crown fire cannot be sustained. Separating the vertical structure so there is no direct connection between the ground and the crown, reduces the likelihood of a crown fire.

The arrangement of fuel has a greater affect upon the intensity of the fire than just its mass, its exposure to oxygen is referred to as its availability in a bushfire.

The following assessment has been undertaken in accordance with the methodologies described in AS3959-2018 and in accordance with the Guidelines and the Fire Protection Association accredited practitioner methodology.

All vegetation within 150 m (**context**) of the subject building has been classified (AS 3959:2018 Clause 2.2.3) to determine the Bushfire Hazard Level at the locality;

The BAL rating has been determined through site inspection and assessment of the following parameters:

- Fire Danger Index (FDI) rating; assumed to be FDI - 80 for Western Australia;
- Separation distance between the building and the classified vegetation source(s) within 100 m (for BAL impact) the separation distance is measured from the wall face (receiver) to the unmanaged understory rather than the canopy edge (dripline) *see below*; and
- Slope of the land under the classified vegetation.

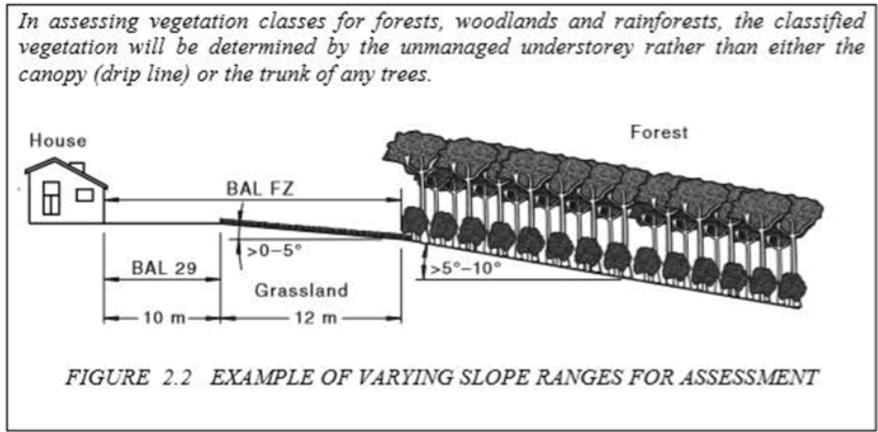


Plate 4: Arrangement of inputs for the determination of a BAL.

A site inspection was undertaken on 15 September 2019, in accordance with the FPAA Guidelines.

All vegetation within 150m of the site / proposed development was classified in accordance with Clause 2.2.2.3 and Table 2.5 in AS 3959:2018.

A BAL assessment has been prepared in accordance with the FPAA Guidelines and is attached in Appendix A.

3.2 Determined Bushfire Attack Level (Outputs)

The Determined Bushfire Attack Level (highest BAL) for the site / proposed development has been determined in accordance with clause 2.2.6 of AS 3959:2018.

Determined Bushfire Attack Level (highest BAL)	12.5
-------------------------------------------------------	------

4. IDENTIFICATION OF BUSHFIRE HAZARD ISSUES

The Guidelines for preparing a Bushfire Risk Management Plan (OBRM) 2015 (Risk Management Plan Guidelines) tailors the risk management methodology identified in ISO 31000:2018. For the purpose of this BMP, the assessments of ‘likelihood’ and ‘consequence’ have been based on the Risk Management Guidelines. Regard has also been given to the City of Cockburn Bushfire Risk Management Plan 2015 – 2020.

The intensity of a bushfire is affected by the conditions that make up the Fire Danger Index. The Fire Danger Index (Fire Danger Rating) is a grading of conditions ranging from moderate to catastrophic. DFES issue Fire Danger Ratings daily during summer. The ratings range from ‘moderate’, ‘high’, ‘very high’, ‘severe’, ‘extreme’ through to ‘catastrophic’.

High temperatures, strong winds and dry available fuels represent the catastrophic conditions and belie the complacency that the public may develop from witnessing fires on less severe days. It’s the worst conditions that are planned for and unfortunately most fires are the result of human actions inadvertent or deliberate and the propensity increases with an increasing population. The propensity for thunderstorms in the summer months is another source.

The Fire Danger Index for Western Australia is 80, and the fire season is inclusive of December and March each year. Extreme days occur mostly in January and February.

The prevailing winds directions (particularly in Severe + FDR conditions) season are predominantly from the south and south west in the afternoons during the bushfire season, but a bush fire can come from any direction.

The reserve, classified as forest and located north east of the site, is densely vegetated and can be expected to eject a significant amount of embers and smoke.

The reserve is within 250 m (to its east) of a large conservation area (Beeliar Regional Park) that also extends to be within 500 m south of the site. The conservation area is within sufficient proximity that burning embers from it could involve the reserve. As an isolated public space there is also a risk of a fire in the reserve without it being part of a larger landscape fire.

The likelihood of a fire in the reserve is classed as **Possible**.

The potential impact of a bushfire affecting the proposed development is from one aspect as the site is within an urban built out area. The site is also located within a short distance to the location of emergency services and is served by hydrants for fire suppression facilities (fire hoses).

The building is located partially in BAL 12.5 by the calculated rating Method 2 (FPA Flamesol calculator 21/09/19) is 4.2kWm². This is below the emergency access rating of 10.0kWm² required to undertake evacuation at the peak of a bushfire event. It is also a heat level within the resilience of most construction standards.

Damage to the building during a bushfire event in the reserve is expected to be superficial.

The greatest threat to the building is therefore from burning embers accumulating against the building or finding flammable materials connecting to the building, ie shade sails or open rubbish bins.

Extinguishing burning embers immediately after the peak of the fire has passed is accessible for able bodied persons if convenient facilities are provided and personnel are trained

The intervention of emergency services will assist to reduce the degree of damage that may result to the proposed building.

Importantly the site offers an immediate access to an area of BAL Low, but whilst the effect of heat would be within levels of human comfort, falling embers and smoke that could exacerbate respiratory conditions may still be experienced if shelter is taken in this area. Children with respiratory sensitivity may be best evacuated or advised not to attend on days anticipated to be Extreme or Catastrophic (announced the day before).

Overall the consequence is considered **Minor**.

The risk is therefore determined to be low.

Consequence \ Likelihood	Minor	Moderate	Major	Catastrophic
Almost certain	High	Very High	Extreme	Extreme
Likely	Medium	High	Very High	Extreme
Possible	Low	Medium	High	Very High
Unlikely	Low	Low	Medium	High

Plate 5: OBRM risk rating matrix.

5. BUSHFIRE PROTECTION MEASURES

5.1 Bushfire Protection Criteria

For each of the elements listed within Appendix 4 of the Guidelines for Planning in bushfire prone areas, the 'intent' must be achieved either by the proposal meeting the acceptable solutions; or where these acceptable solutions cannot be fully met, then by a performance-based solution that can achieve the 'intent'.

✓	Acceptable solution provided	C	An Acceptable Solution to be conditioned	
N/A	Not Applicable	P	Performance Principle solution see 5.1	
Bushfire Protection Criteria	Method of Compliance	AS	PP	Proposed Bushfire Management Strategies
Element 1: location	To ensure that strategic planning proposals, subdivision and development applications are located in areas with the least possible risk of bushfire to facilitate the protection of people, property and infrastructure	✓		
	A1.1 Development location	✓		The site is located within a Low Bushfire Hazard Level.
Element 2: Siting and Design	To ensure that the siting and design of development minimises the level of bushfire impact	✓		
	A2.1 Asset Protection Zone	✓		The proposed childcare centre is within low threat space (Excluded AS3959 2.2.3.2(e) and is classified an BAL 12.5 with a radiant heat flux at the building of 4.4 kWm ² (equivalent o BAL 4.4). An Asset Protection Zone is not required
Element 3: Vehicular Access	To ensure that the vehicular access serving a subdivision/development is available and safe during a bushfire event	✓		
	A3.1 Two access routes	✓		The site is within an urban area within a network of roads providing multiple destination options. Bluebush Avenue,

				Spearwood Avenue, Beeliam Drive, Stock Road.
	A3.2 Public road	✓		All roads are public roads.
	A3.3 Cul-de-sac (including a dead-end road)	N/A		
	A3.4 Battle-axe	N/A		
	A3.5 Private driveway longer than 50 m	N/A		
	A3.6 Emergency access way	N/A		
	A3.7 Fire service access routes (perimeter roads)	N/A		
	A3.8 Firebreak width	N/A		
Element 4: Water	To ensure that water is available to the subdivision, development or land use to enable people, property and infrastructure to be defended from bushfire	✓		
	A4.1 Reticulated areas	✓		Reticulated hydrants are available.
	A4.2 Non-reticulated areas	N/A		
	A4.3 Individual lots within non-reticulated areas	✓		Reticulated hydrants are available.

5.2 Performance Principles

No Performance Principle has been applied.

5.3 Vulnerable Development Emergency Evacuation (CI 6.6)

Appendix 2 includes the BEEP. This plan has followed the State Government of Victoria CFA Guide to Developing a Bushfire Emergency Plan to determine whether evacuation or refuge presented the safest option. It has followed the NSW Rural Fire Service – Guide to Developing a Bush Fire Emergency Management Plan, the Bushfire Protection Guidelines WA, and AS 3745-2010 to identify the triggers for evacuation.

The attached Emergency Evacuation Plan incorporates the requirements listed under section 5.5.2 V1.3 Guidelines for Planning in Bushfire Prone areas.

Assumptions

- The childcare centre will be hosted and children supervised.

- The occupants are able bodied, but require guidance, appropriate support and vehicles available if evacuation is required.
- The supervisors can see and smell smoke and can see a fire.

Key features to achieve occupant life safety include:

- Establishing alert triggers; and
- Establishing evacuation procedure.

Important Note

The Beeliar Community Centre is located adjacent to the site. The Beeliar Community Centre is a nominated evacuation centre in times of bushfire. Evacuation from the site is upon the circumstance that the Beeliar Community Centre is not considered safe, as advised by DFES or emergency services. In such circumstance evacuation should be taken to Radonich Park or as otherwise advised by DFES or emergency services.

The emergency evacuation plan should be concise and consider:	Addressed in Emergency Evacuation Plan <i>The plan has followed AS3745-2010</i>
the number of people at the facility	80 children and staff.
whether the occupants are permanent or transient	Visiting
whether there is a caretaker onsite	Hosted
whether there are people with a disability, medically dependent, young children or the elderly	Special transport needs for children.
identification of a safe alternative location if there was a need for evacuation/relocation	Raddinoch Park, South Coogee
a proposed method of movement of occupants to safe location(s)	Children will arrive by private vehicle. An emergency transport arrangement is required.
details of suitable access/egress routes for the expected type/volume of traffic, including alternatives when suitable roads are inaccessible, insufficient or inappropriate	Access/egress is via Bluebush Avenue, Spearwood Avenue, Beeliar Drive, Durnin Avenue is through low Bushfire Hazard Level (Appendix 2 Guidelines 1.3) areas and is expected to be accessible during a bushfire event
transport options for those without access to private vehicles	Emergency transport arrangements are required.
options to shelter in place as a last resort	The facility is to be used for shelter from embers and smoke until vehicles are available to evacuate the site.

<p>roles and responsibilities of facility personnel and emergency services.</p>	<p>The landowner/manager will have responsibility for seasonal preparations and daily preparations.</p>
<p>The emergency evacuation plan should consider if actions will change based on a series of triggers, such as:</p>	<p>Addressed in Emergency Evacuation Plan</p>
<p>effective warning methods appropriate for the occupants (including consideration of at risk persons and the demographics of the occupants)</p>	<p>Day managers and personnel are expected to recognise smoke, smell of fire and the site of fire.</p> <p>Warning is through monitoring of the DFES website and by observation.</p>
<p>closure of facility and early relocation of occupants appropriate to the fire danger rating (FDR) and bushfire warnings</p>	<p>Not required. The facility is part of the built-up urban area, with ready opportunity to access areas with safer places where the radiant and convective heat will be below harm levels. Evacuation in an event is recommended due to the risk of minor injury from smoke or embers.</p> <p>It would be prudent to consider advising parents and guardians of children with respiratory conditions to avoid attendance on Extreme + FDR days. If in attendance such children should be placed as a priority for evacuation.</p>
<p>any local government bushfire requirements (for example, harvest and vehicle movement bans).</p>	<p>Nil</p>
<p>a suitably qualified emergency management professional should prepare the emergency evacuation plan in collaboration with relevant stakeholders including the landowner/developer and the local government (refer to section 6.14 of the Guidelines).</p>	<p>Anthony Rowe Accreditation Level 3 Accreditation Number: 36690</p>

6. BUSHFIRE MANAGEMENT STRATEGIES

In responding to the hazard of bushfire and achieving the Policy Intent, bushfire behaviour represents the risk and the corresponding treatment options for the risk can be categorised as:

Occupant safety:

- Education and awareness
- Avoidance if possible.
- Safe evacuation to a safer destination.
- Safe evacuation to a safer place.
- Shelter in place – last resort.

Asset protection:

- Distance/separation space.
- Construction standards to the degree necessary.

Facilitating safe intervention:

- Access.
- Facilities – water.
- Operating space.

Governance -Ongoing responsibilities include:

- Community Education.
- Maintenance of approval conditions (Planning and Development Act 2005).
- Regional fuel management and the mutual obligation between landowners (Bushfire Act 1954).
- Policing to discourage deliberately ignited fires.
- Provision of community refuges.
- Provision of fire fighting services.
- Maintenance of public roads and (public) emergency access ways.
- Issue of emergency warnings.
- Community recovery from an event.

Each aspect above also has a relationship with the principles of Emergency Management and these can be divided across the BMP and BEEP working in unison – the BMP determines the capability of the building and the Emergency options are described in the BEEP:

- Prevention - mitigation works undertaken in advance i.e. Planning - siting and construction considerations (BMP).
- Preparation - education procedures training i.e. Seasonal maintenance, regular review of requirements, awareness of warning systems (BEEP).
- Response – actions taken in an event saving lives (primarily) and assets secondary (BEEP).
- Recovery – return and restoration (BEEP)

6.1 Bushfire Management Measures

In addition to the measure of compliance with the Acceptable Solutions in section 5 above, the following measures are recommended as appropriate treatments to the bushfire risk identified by the investigations of this BMP.

Occupant safety

The most intense bushfire is likely to arrive in the afternoon between December and March each year (fire season), although the risk can extend from November to April and a fire can arrive from any direction.

The proposal is compliant with the Acceptable Solutions. It does not require the establishment of an Asset Protection Zone because it is located within a built out urban area, or any other specific works, because the site has access to a reticulated hydrant system and unrestricted access for evacuation and attendance by emergency services.

In order to ensure safety as a vulnerable development it is important to observe the activities described in the Emergency Evacuation Plan, and to recognise that unlike a structural fire emergency, where the building should be immediately evacuated, in the circumstance of a bushfire the protection of the children from the effects of smoke and embers requires the condition of the building to be observed whilst waiting to evacuate the site by vehicle.

Active management measures, Preparation, Response and Recovery are key features incorporated into the Emergency Evacuation Plan.

Asset Protection

It is recommended the building be constructed to BAL 12.5 as described in AS 3959:2018, to provide protection from ember attack.

Facilitating intervention

During a bushfire event buildings can be lost to initially small fires as a result of litter accumulating against a building becoming ignited by burning embers. The ability of able-bodied people present shortly after the fire front has passed to extinguish such fires can save buildings. This action is assisted by the provision of clearly identified external fire hoses sufficient to reach and apply water to all parts of the building.

As a contingency personnel at the child care facility should be trained to use the equipment if in the circumstance it is safe to do so however childcare workers should not be expected to be firefighters and their priority remains the protection and safety of the children not the asset.

Governance

Maintain ongoing responsibilities.

6.2 Spatial Representation of Bushfire Management Measures

The spatial representation of bushfire management measures provides a visual summary of the required works and location that are required to maintain the bushfire attack level determined to comply with the requirements of SPP 3.7.

It provides the basis for ongoing compliance with the terms of the planning approval.

In this instance other than the construction standard, given the location of the building within an area determined to be low threat (AS 3959:2018), external works are not required.

A figure illustrating the Spatial Representation of Bushfire Management Measures is provided in the Summary.

7. RESPONSIBILITIES FOR IMPLEMENTATION AND MANAGEMENT OF BUSHFIRE MEASURES

7.1 Owner

1. The Childcare Centre building is to be constructed to BAL 12.5 (AS 3959:2018, s.3 and s.5). <i>The construction standard should be maintained by the avoidance of any flammable attachments i.e. shade sails or the storage of flammable materials within 3 m of the building.</i>	Prior to occupation
2. The adoption of the Bushfire Emergency Evacuation Plan (Appendix 2) Preparation, Response and Recovery.	Prior to occupation
3. The inside face of all external doors shall display the Evacuation Diagram.	Prior to occupation
4. A 4kg chemical Fire Extinguisher shall be provided together with operating instruction.	Prior to occupation
5. External water (fire) hoses, shielded from a bushfire, capable of applying water safely onto each part of the building, without relying on a reticulated power supply, shall be provided.	Prior to occupation

7.2 The City of Cockburn

1. Developing and maintaining district bushfire fighting services and facilities.	Ongoing
2. Promoting education and awareness of bushfire prevention and preparation measures through the community.	Ongoing
3. Administering the requirements of the <i>Planning and Development Act 2005</i> and the <i>Building Act 2011</i> , to apply to future development.	Ongoing

7.3 State Government

1. Notification of Emergency Alerts - Website and Telecommunication Media	Ongoing
2. Policing operation to minimise the outbreak of bushfires.	Ongoing

7.4 Acknowledgement

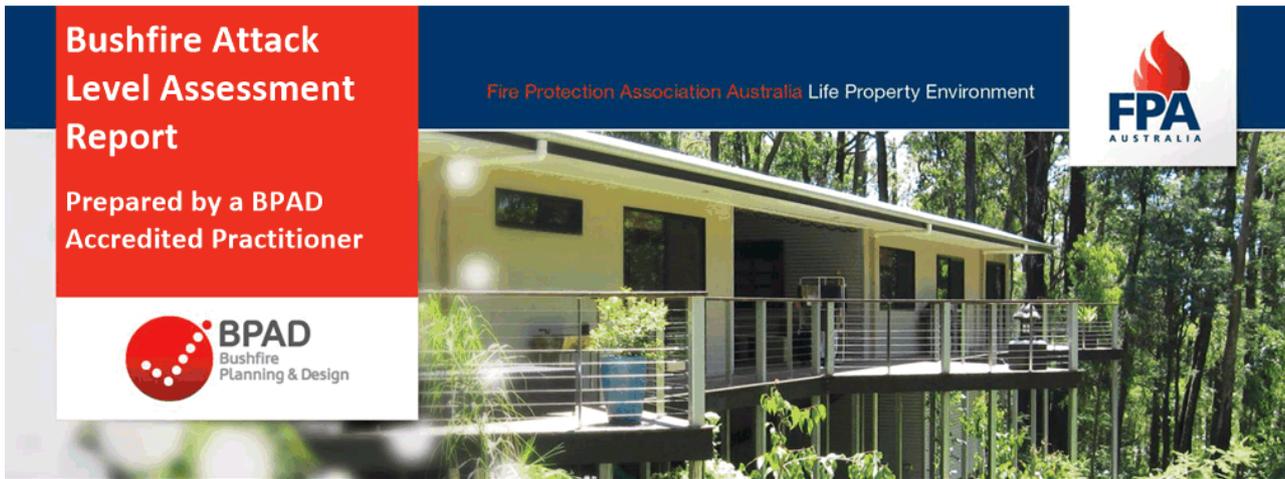
Acknowledgement - Proponent

The proponent acknowledges the responsibilities as listed above and the requirement to ensure that should the facility transfer to a new owner, that the new owner is aware of the BMP and their ongoing responsibility

draft

draft

APPENDIX 1 - BAL Assessment



AS 3959 BAL Assessment Report

This report has been prepared by an Accredited BPAD Practitioner using the Simplified Procedure (Method 1) as detailed in Section 2 of AS 3959 – 2018 (Incorporating Amendment Nos 1, 2 and 3). FPA Australia makes no warranties as to the accuracy of the information provided in the report. All enquiries related to the information and conclusions presented in this report must be made to the BPAD Accredited Practitioner.

Property Details and Description of Works				
Address Details	Unit no	Street no	Lot no	Street name / Plan Reference
		39 & 41		Lakefront Avenue
	Suburb			State
	Beeliar			WA
Local government area				
Main BCA class of the building	Select Class	Use(s) of the building	Class 9	
Description of the building or works				

Report Details			
Report / Job Number	Report Version	Assessment Date	Report Date
	V1	15 September 2019	21 September 2019

BPAD Accredited Practitioner Details	
Name ANTHONY ROWE – BPAD 36690	<i>Authorised Practitioner Stamp</i>
Company Details Envision Bushfire Protection Ph - 0439 112 179 Email - admin@envisionbp.com.au ENVISION Bushfire Protection Hazard planning for resilience	
<i>Reliance on the assessment and determination of the Bushfire Attack Level contained in this report should not extend beyond a period of 12 months from the date of issue of the report. If this report was issued more than 12 months ago, it is recommended that the validity of the determination be confirmed with the Accredited Practitioner and where required an updated report issued.</i>	

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

Site Assessment & Site Plans

The assessment of this site / development was undertaken on 15 September 2019 by a BPAD Accredited Practitioner for the purpose of determining the Bushfire Attack Level in accordance with AS 3959:2018 Simplified Procedure (Method 1).

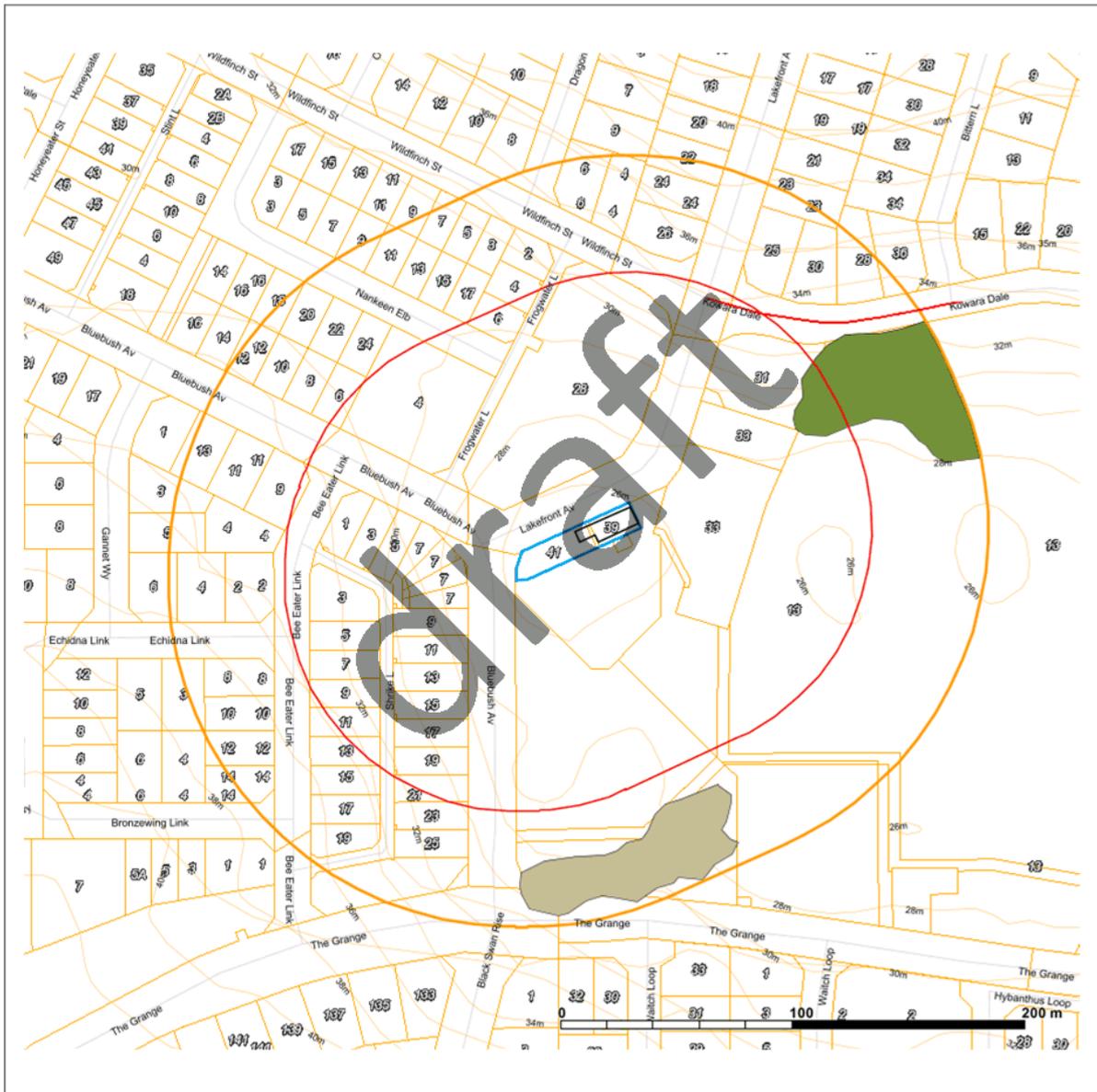


Figure 1: Location and Topography

Address
 Assessment Date: 15 September 2019
 Prepared by: Anthony Rowe
 Accreditation Level: BPAD L3
 Accreditation Number: 36690
 Accreditation Expiry: Dec 2019
 WALGA-EPT 12-2019
 GA=DA 1994 MGA Zone 50

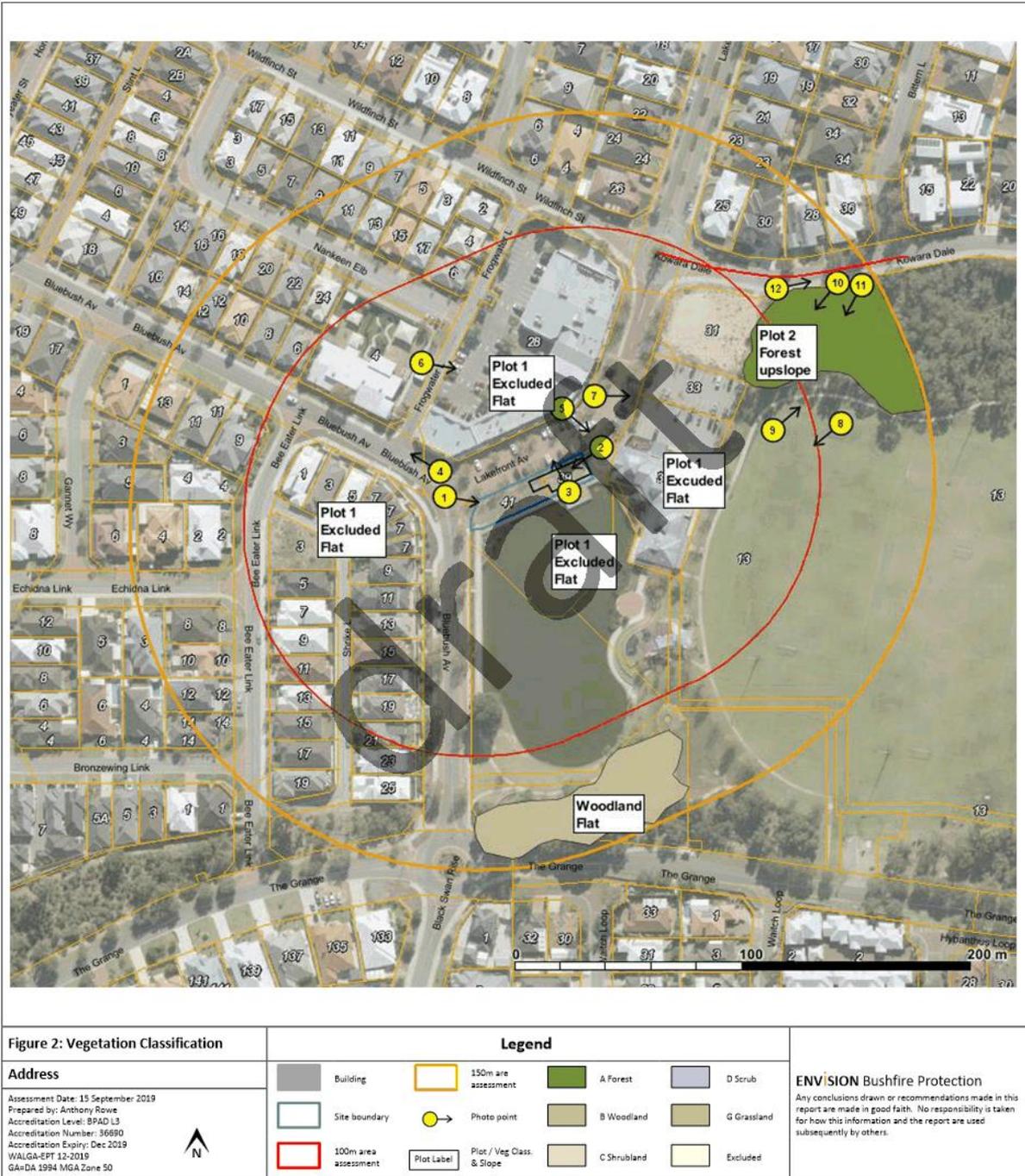


Legend			
Building	150m area assessment	A Forest	D Scrub
Site boundary	Photo point	B Woodland	G Grassland
100m area assessment	Plot Label	C Shrubland	Excluded
	Plot / Veg Class. & Slope		

ENVISION Bushfire Protection
 Any conclusions drawn or recommendations made in this report are made in good faith. No responsibility is taken for how this information and the report are used subsequently by others.

BAL Assessment Report

Fire Protection Association Australia Life Property Environment



BAL Assessment Report

Fire Protection Association Australia Life Property Environment

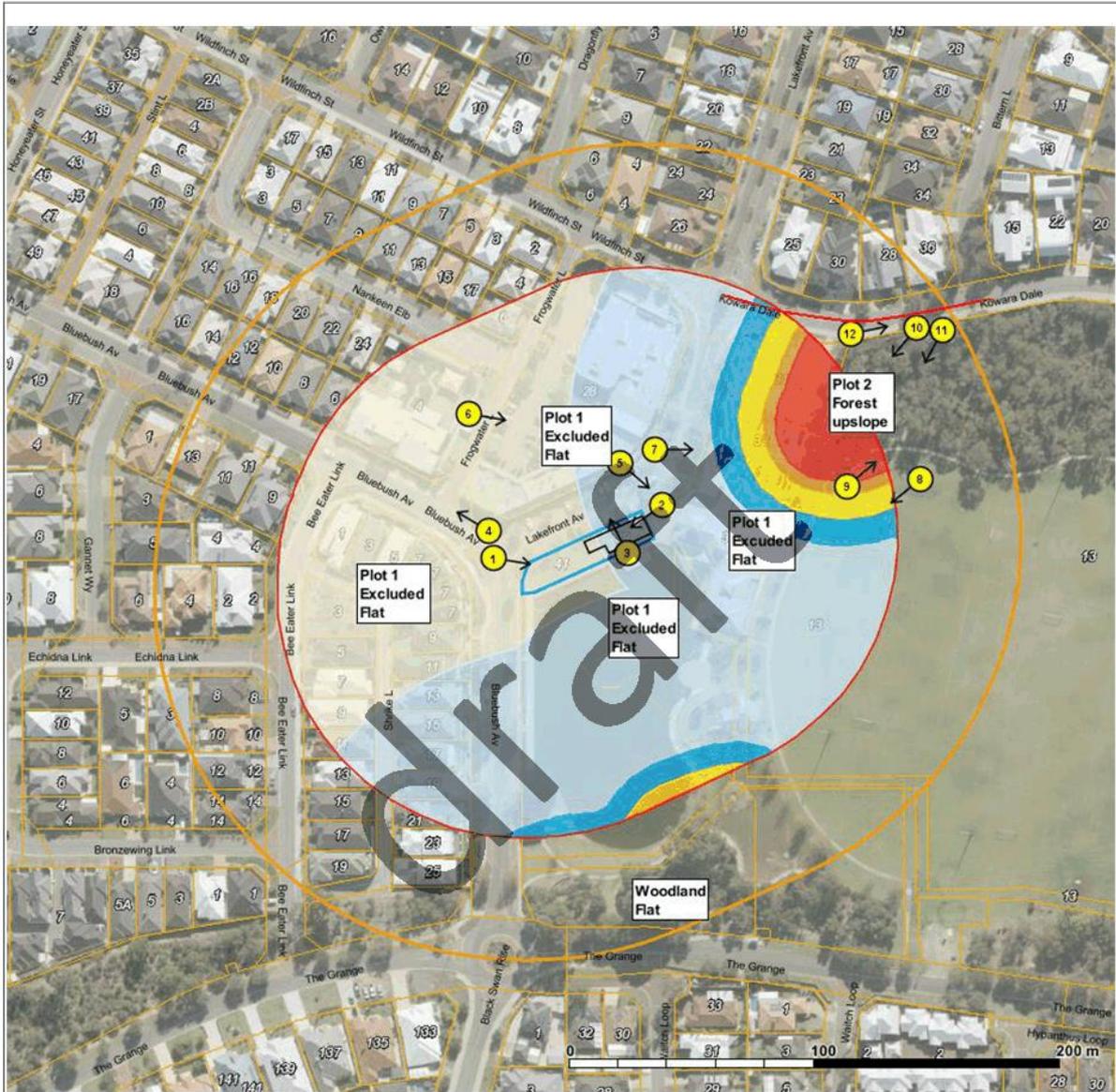


Figure 3: BAL Contour (Attainable)

Address

Assessment Date: 15 September 2019
 Prepared by: Anthony Rowe
 Accreditation Level: BPAD L3
 Accreditation Number: 36690
 Accreditation Expiry: Dec 2019
 WALGA-EPT 12-2019
 GA=DA 1994 MGA Zone 50



Legend

Building	150m are assessment	BAL FZ	BAL 19
Site boundary	Photo point	BAL 40	BAL 12.5
100m are assessment	Plot Label Plot / Veg Class. & Slope	BAL 29	BAL Low

ENVISION Bushfire Protection

Any conclusions drawn or recommendations made in this report are made in good faith. No responsibility is taken for how this information and the report are used subsequently by others.

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

Vegetation Classification

All vegetation within 150 m of the site / proposed development was classified in accordance with Clause 2.2.3 of AS 3959:2018. Each distinguishable vegetation plot with the potential to determine the Bushfire Attack Level is identified below.

<p>Photo ID: 1 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	
<p>Photo ID: 2 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	
<p>Photo ID: 3 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

<p>Photo ID: 4 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	
<p>Photo ID: 5 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	
<p>Photo ID: 6 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

<p>Photo ID: 7 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	
<p>Photo ID: 8 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(f) Low threat vegetation, including grassland managed in a minimal fuel condition, maintained lawns, golf courses, maintained public reserves and parklands, vineyards, orchards, cultivated gardens, commercial nurseries, nature strips and windbreaks</p>	
<p>Photo ID: 9 Plot: 2</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Class A Forest - Low open forest A-04</p> <p>Description / Justification for Classification</p> <p>Playing field in foreground of forest comprising Trees 30 m high; 30%-70% foliage cover (may include understorey of sclerophyllous low trees or shrubs). Typically dominated by Eucalypts, melaleuca or callistemon and callitris.</p>	

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

<p>Photo ID: 10 Plot: 2</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Class A Forest - Low open forest A-04</p> <p>Description / Justification for Classification</p> <p>Tress 30 m high; 30%-70% foliage cover (may include understorey of sclerophyllous low trees or shrubs). Typically dominated by Eucalypts, melaleuca or callistemon and callitris.</p>	
<p>Photo ID: 11 Plot: 2</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Class A Forest - Open forest A-03</p> <p>Description / Justification for Classification</p> <p>Tress 30 m high; 30%-70% foliage cover (may include understorey of sclerophyllous low trees or shrubs). Typically dominated by Eucalypts, melaleuca or callistemon and callitris.</p>	
<p>Photo ID: 12 Plot: 1</p> <p>Vegetation Classification or Exclusion Clause</p> <p>Excludable - 2.2.3.2(e) Non Vegetated Areas</p> <p>Description / Justification for Classification</p> <p>2.2.3.2 Exclusions—Low threat vegetation and non-vegetated areas</p> <p>(e) Non-vegetated areas, including waterways, roads, footpaths, buildings and rocky outcrops.</p>	

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

Relevant Fire Danger Index

The fire danger index for this site has been determined in accordance with Table 2.1 or otherwise determined in accordance with a jurisdictional variation applicable to the site.

Fire Danger Index

FDI 40

Table 2.7

FDI 50

Table 2.6

FDI 80

Table 2.5

FDI 100

Table 2.4

Potential Bushfire Impacts

The potential bushfire impact to the site / proposed development from each of the identified vegetation plots are identified below.

Plot	Vegetation Classification	Effective Slope	Separation (m)	BAL
1	Excludable – Clause 2.2.3.2(e)	N/A	N/A	BAL – LOW
2	Class A - Forest	0	80	BAL – 12.5

Table 1: BAL Analysis

Determined Bushfire Attack Level (BAL)

The Determined Bushfire Attack Level (highest BAL) for the site / proposed development has been determined in accordance with clause 2.2.6 of AS 3959-2018 using the above analysis.

Determined Bushfire Attack Level

BAL – 12.5

BAL Assessment Report

Fire Protection Association Australia Life Property Environment

Appendix 2: Additional Information / Advisory Notes

CONSTRUCTION REQUIREMENTS

AS 3959 – 2009 has six (6) levels of BAL based on the radiant heat flux exposure to the building, and identifies the relevant sections for building construction, as detailed below;

Bushfire Attack Level (BAL)	Classified vegetation within 100m of the site and heat flux exposure thresholds	Description of predicted bushfire attack levels of exposure	Construction Section (within AS 3959)
BAL-LOW	See clause 2.2.3.2	There is insufficient risk to warrant specific construction requirements	Nil (s.4)
BAL-12.5	$\leq 12.5 \text{ kW/m}^2$	Ember Attack	3 & 5
BAL-19	$> 12.5 \text{ kW/m}^2$ to $\leq 19 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux	3 & 6
BAL-29	$> 19 \text{ kW/m}^2$ to $\leq 29 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux	3 & 7
BAL-40	$> 29 \text{ kW/m}^2$ to $\leq 40 \text{ kW/m}^2$	Increasing levels of ember attack and burning debris ignited by windborne embers together with increasing heat flux with the increased likelihood of exposure to flames	3 & 8
BAL-FZ	$> 40 \text{ kW/m}^2$	Direct exposure to flames from the fire front in addition to heat flux and ember attack	3 & 9

APPENDIX 2 - Emergency Evacuation Plan

draft

39 and 41 Lakefront Avenue Beeliar
WESTERN AUSTRALIA

Prepared by:

Dated

To be reviewed annually.

This plan has been prepared having regard to AS3745-2010.

© Envision Bushfire Protection

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draft

Preface

This Emergency Plan follows the structure for an Emergency Plan as described in AS 3745-2010 clause 3.4.

1. PREPARATION

THE STRUCTURE OF THE EMERGENCY PLANNING COMMITTEE

THE EMERGENCY PLANNING COMMITTEE (EPC)

Nominees of the Childcare Centre	

The **PURPOSE OF THE EMERGENCY PLANNING COMMITTEE** is:

- responsible for ensuring the plan is promoted and available to appropriate persons.
- determines the **Emergency Control Organisation (ECO)** and ensures the compliance of the facility with all bushfire safety measures.
- maintains the emergency plan and ensures resources are provided for its implementation.

The responsibility of the **EPC** is to prepare for bushfire emergency and includes overseeing:

- Awareness of procedures;
- Training;
- Testing; and
- Review of the Emergency Plan.

The EPC prior to the commencement of the bushfire season will audit the facility utilising the Preparation Checklist and attend to any items of non-compliance.

ESTABLISHING THE EMERGENCY CONTROL ORGANISATION (ECO)

The EPC is responsible for ensuring the establishment of the ECO and to nominate people to the key positions who will be responsible for implementing the plan.

The ECO will comprise nominated people who will be on site whenever the facility is operating.

The primary role of the ECO is to respond to the bushfire emergency and protect human safety during a bushfire event.

The ECO should have clearly documented bushfire emergency (Response) and post bushfire emergency (Recovery) procedures and responsibilities.

The ECO appointed Chief Warden or their nominee will undertake a daily inspection of the facility during the bushfire season using the Daily Preparation Checklist as a guide.

draft

Key positions and responsibility

Chief Warden –

- Determine the need to evacuate
- Contact DFES or the Police and advise that an evacuation is underway.
- Oversee evacuation
 - Arrange transport
 - Determine safe destination
- Document the emergency situation - what happened, and what the outcome was

Deputy Chief Warden

- A person nominated to act as the Chief Warden if delegated by the Chief Warden or in the absence of the Chief Warden

Evacuation Wardens

- Receive directions from the Chief Warden
- Sound alarm
- Ensure all visitors have been alerted and children are accounted for.
- Guide visitors to identified areas as directed by the Chief Warden.
- Carry out tasks as directed by the Chief Warden.
- Be readily identifiable, such as by the wearing of high vis vests.
- Contribute to debriefing.

Key position	Name	Contact
Chief Warden		
Deputy Chief Warden		
Wardens		

2. PLANNING

Purpose and Scope - Emergency Plan

To define the responsibilities and processes to be followed in the event of an emergency situation caused by an imminent threat from bushfire. This plan should be regarded as a 'living document' with guidelines that can be adapted to changing circumstances.

Facility

This Emergency Plan applies to the Childcare centre at 39 and 41 Lakefront Avenue Beeliar.

Applicable Bushfire Management Plan

The Bushfire Management Plan dated 18 September 2019, articulates the bushfire safety measures and provides:

- Evacuation procedures
- The maintenance of the ground in a low threat state
- Access route identification and the provision of fire fighting facilities.

Equipment Locations

Control building

The Childcare Centre is the control building.

The Childcare Centre is the identified assembly area upon the signalling of the alarm.

The Childcare Centre has a good position to overview the emergency response and can provide evacuation to the carpark, with the building providing a shield to the effects of radiant heat.

Evacuation from the building should be undertaken from the eastern side, to the immediate carpark.

The Building should be provided with:

- Communication equipment
- Alarm control for signalling assembly
- First aid equipment
- Evacuation Equipment (to provide comfort and shelter at Radonich Park)
- Communication equipment
- Toiletries
- First aid kit
- Portable shelter
- Water

PLANNED EMERGENCY RESPONSE - EVACUATE

Note: An arrangement is to be entered into with a transport company to provide a priority attendance to transport children in an emergency.

Evacuation Triggers

Monitoring of the DFES Alerts and Warnings web page by staff <https://www.emergency.wa.gov.au> must occur at regular intervals during the fire season. (Automated devices for mobile phones are available. See DFES website).

- Assemble and Evacuate if directly advised by emergency personnel, DFES or Police
- Assemble and Evacuate if an uncontrolled fire (smoke or flame) is observed nearby.

Time required to Evacuate - 30 Minutes.

Suitable Access Routes - Radonich Park – 5 minutes drive time.

Method of Evacuation/Transportation Arrangements - The method of evacuation is by private vehicle.

The capacities of the visitors must be considered and any special needs.

Transport

TRANSPORT Ph.

draft

3. RESPONSE

Procedures

Upon being alerted to a fire approaching

1. Locate children to the front of the building and close to the exit
2. Close windows and doors facing east
3. Account for all children (verify against daily registration log)
4. Contact transport company
5. Keep children hydrated and calm
6. Locate fire extinguishers
7. Observe external conditions
8. Monitor condition of the building
9. Upon arrival of transport evacuate the building to the vehicle/s, take evacuation equipment.
10. Advise DFES of evacuation
11. Leave for Radonich Park
12. Advise parents/guardians of evacuation

Notes:

The location may be subject to smoke and ember attack. It is best to remain in the building until transport arrives in order to reduce the likelihood of minor injury and upsetting of children.

Should the building catch fire before the transport has arrived, then evacuate immediately to the carpark junction with Bluebush Avenue.

4. RECOVERY

Advise DFES of arrival at Radonich Park.

Advise Parents that evacuation has taken place.

Await the All Clear advice from DFES or

Arrange collection of Children.

Upon All Clear- Chief Warden or nominee is to return to the Childcare Centre

Return

Check building for damage and any small smouldering objects and extinguish.

Monitor Building condition for 24 hours prior to reoccupation.

Advise parents of re-commencement of operation.

Debrief

Emergency Planning Committee and Emergency Control Organisation to review effectiveness and refine the Emergency Evacuation Plan.

draft

5. TRAINING REQUIREMENTS

Nominated persons/Office Bearers at the facility shall be trained in the following emergency management response:

- Individual roles and responsibilities.
- Access and egress routes.
- Assembly point location.
- Firefighting equipment locations
- The written procedures applicable to the site.

Nominated persons/Office Bearers attending the facility during the fire season must acknowledge that they have read and understood the emergency evacuation procedures, understand their role and responsibilities, and had any questions relating to the evacuation procedure adequately answered.

Exercise drills

Site preparation during the fire season, undertaking inspection of the facility and knowing what to look for.

Assembly and Evacuation procedures should practiced.

Site preparation procedures can be practiced, to emulate actions before fire's arrival, and post fire passage inspection can be practiced.

Fire fighting techniques to address small fires should be practiced to create a familiarity with the firefighting equipment.

A debrief of all staff following any bushfire event to discuss any issues regarding the plan.

6. REVIEW

18 September 2020

FIRE DANGER RATING EXPLAINED

The Department of Fire and Emergency Services provides community and emergency advice about predicted and current conditions that advise about the level of bushfire threat.

The Fire Danger Rating FDR is based on the forecast weather conditions, the higher the rating the higher the threat.

Extreme or Catastrophic ratings are the highest level and represent unsafe conditions.

Fire Danger Rating (DFES)

Emergency Warnings

CATASTROPHIC	EXTREME	EMERGENCY WARNING
<p><i>The worst conditions for a fire. Homes are not designed or built to withstand a fire in these conditions. The only safe place is away from bushfire risk areas.</i></p>		<p><i>An out of control fire is approaching very fast. You need to act immediately to survive. You must leave now if it is safe to do so.</i></p>
SEVERE	VERY HIGH	WATCH AND ACT
<p><i>Seek out information and be ready to leave or stay and actively defend your property if a fire starts. Only stay if you are 100% prepared.</i></p>		<p><i>A fire is approaching and is out of control. Put your plan into action. If your plan is to leave, make sure you leave early. Only stay if you are mentally, physically and emotionally prepared to defend your property and you have all the right equipment.</i></p>
HIGH	LOW - MODERATE	ADVICE
<p><i>Be vigilant. Check your fire plan and continue to monitor conditions as they can change quickly.</i></p>		<p><i>A fire has started but there is no immediate danger. Stay alert and watch for signs of a fire.</i></p>

Attachment 1 – Preparation Check Lists

draft

PREPARATION	
SEASONAL CHECKLIST	COMPLIES
1. Ensure all roof and building junctions and gutters are clear of litter (Building Owner).	
2. Ensure easily ignited flammable materials, are not located within 3m of the building.	
3. All objects attached to the buildings are non-combustible or easily removable, and the removing mechanism is in working order.	
4. Fire Extinguisher charge levels are in working order and the instructions on use is attached.	
5. The 'control building facilities' are present and in working order.	
6. The Evacuation Diagram is clearly displayed on the inside face of the external doors.	
7. Emergency Contacts details are current and identified on the Evacuation Diagram.	
8. Ensure all staff are aware of their responsibilities as assigned by this plan.	
Date of Inspection	
Acknowledged: NOMINEES OF THE CHILD CARE CENTRE	

To be completed in the morning during the fire season (Chief Warden)

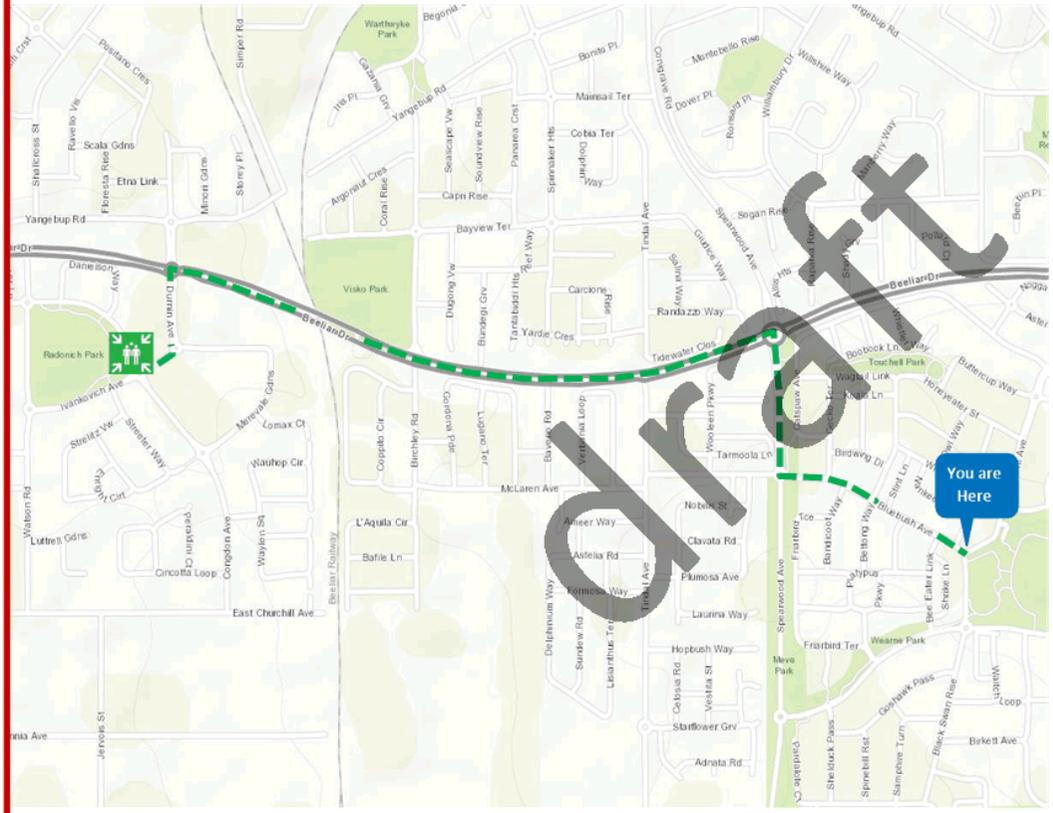
DAILY PREPARATION CHECKLIST - BUSHFIRE SEASON	COMPLIES
1. Check the DFES website for any alerts.	
2. Ensure visitors upon arrival and children's parents are aware and familiar with the evacuation procedures and the alternate collection place.	
3. Daily log book (registration of attendance) is kept on hand along with parent / guardian contact details in case of evacuation	
4. Ensure Flammable materials have not accumulated against the building.	
5. Ensure firefighting equipment and access-ways are clear of any obstructions.	
6. Ensure communication equipment is in working order, that mobile phones are charged (Emergency Kit).	
7. Ensure the first aid kit is accessible and complete (Emergency Kit) and ready to take for evacuation.	
8. Ensure sufficient drinking water is available for all visitors and ready to take for evacuation.	
9. Ensure adequate transport is available for evacuation.	
Date of Inspection	

Attachment 2 – Evacuation Diagram

draft

BUSHFIRE EMERGENCY RESPONSE PLAN									
FACILITY DETAILS		EMERGENCY WARNINGS (DFES)							
Location - 39 & 41 Lakefront Avenue Beeliar Facility - Childcare Centre Visitors - Maximum 80		Vehicle Management: Visitors are expected to arrive by private transport. Ensure vehicles are available and ready for evacuation if required.							
		ADVICE	EMERGENCY						
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">CONTACT PERSONS</th> <th style="width: 30%;">NAME</th> <th style="width: 50%;">CONTACT NO.</th> </tr> </thead> <tbody> <tr> <td>Owner</td> <td></td> <td></td> </tr> </tbody> </table>		CONTACT PERSONS	NAME	CONTACT NO.	Owner			<p>An ADVICE warning has been issued across telecommunications media.</p> <p>The Chief Warden to determine when to evacuate:</p> <ul style="list-style-type: none"> • The severity of a bushfire incident • The approximate time for the bushfire to impact the building • DFES and Police advice • Preparation of the facility 	
CONTACT PERSONS	NAME	CONTACT NO.							
Owner									
Chief Wardens Role: Remain informed of DFES Emergency Warnings by monitoring the website or information line DFES - 13 DFES (13 33 37) Emergency WA website: www.emergency.wa.gov.au		WATCH AND ACT	EMERGENCY						
		DFES or Police have advised evacuation is required							
		<ul style="list-style-type: none"> • The Chief Warden will confirm with DFES or Police that the planned evacuation route is safe • The Chief Warden will advise the assembly point and the direction for vehicles to take away from the fire threat • Evacuate to Radonich Park 							
		WATCH AND ACT							
		ALL CLEAR							
Fire Reporting	000 (112 from mobile)	DFES or Police have advised evacuation is required							
DFES Emergency Information	13 33 37	<ul style="list-style-type: none"> • Turn off evaporative air conditioning • Assemble at building • Account for all visitors • Close all doors and windows • Move to vehicles and evacuate to 							
WA Police	000 (112 from mobile)	Chief Warden is to confirm route is safe following advice from DFES or police							
WA Ambulance	000 (112 from mobile)								
Bureau of Meteorology	1300 659 213								
		When the area has been deemed safe by emergency services:							
		<ul style="list-style-type: none"> • return to the site • check grounds for any smouldering objects • advise the manager of your return • monitor grounds and buildings, particularly roofs for smouldering material and small fires for 24 hours after the event. Extinguish small fires if safe to do so 							

BUSHFIRE EMERGENCY EVACUATION PLAN



39 & 41 LAKEFRONT AVENUE BEELIAR

EVACUATE

ON ADVICE (DFES) TO LEAVE or if you see an uncontrolled fire.

Seek instructions from the Emergency Services Incident Controller (DFES officer managing the fire). Contact DFES at 13 33 37.

Advise of location and children present

Assemble Account for all visitors.

LEAVE

Exit from building to vehicles.

Evacuate to Radonich Park unless otherwise instructed by DFES.

Turn right onto Spearwood Avenue and onto Beeliar Drive and continue to the shopping centre and Radonich Park.

Advise DFES of your arrival at Radonich Park.

Advise Parents of Child Pick up location

	Name
Chief Warden	
Warden	
Warden	
TRANSPORT	

draft

APPENDIX 3 – References

GENERAL REFERENCES

SA Department of Environment and Natural Resources, Government of South Australia, 2012 *Overall Fuel Hazard Guide for South Australia*

WA Department of Planning 2016, *Visual Guide for bushfire risk assessment in Western Australia*

Standards Australia 2010, *Australian Standard AS 3745:2010 Planning for emergencies in facilities*

Standards Australia 2009, *AS 3959-2009 Construction of buildings in bushfire-prone areas*, Sydney

Standards Australian and Standards New Zealand 2009, *Australian Standard / New Zealand Standard ISO 31000:2009 Risk management – principles and guidelines*

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

Western Australian Planning Commission and Department of Fire and Emergency Services (WAPC and DFES) 2017, *Guidelines for Planning in Bushfire Prone Areas Version 1.3*, Western Australia

Office of Bushfire Risk Management (OBRM), *Bushfire Risk Management (BRM) Plan Guidelines*, viewed November 2015

City of Cockburn, *Bushfire Risk Management Plan 2015 - 2020*

Online references

Office of Bushfire Risk management (OBRM) 2017, *Map of Bush Fire Prone Areas*, viewed September 2019, <<https://maps.slip.wa.gov.au/landgate/bushfireprone/>>

West Australian Local Government Association **Environmental Planning Tool (EPT)**
<https://walga.asn.au/getattachment/Policy-Advice-and-Advocacy/Environment/Environmental-Planning-Tool/EPT-Conditions-of-Use.pdf.aspx?lang=en-AU>, viewed May 2019

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Our Ref: 21973 – 20190917 – TIS – QA: CP

25 September 2019

City of Cockburn
 9 Coleville Crescent
 SPEARWOOD WA 6163

To whom it may concern,

**TRAFFIC IMPACT ASSESSMENT FOR CHILD CARE CENTRE
 LOTS 842 & 841 (NO. 39 - 41) LAKEFRONT AVENUE, BEELIAR**

1.0 INTRODUCTION

This Traffic Impact Statement (TIS) has been prepared by Harley Dykstra on behalf of Armada Property Services to support a Development Application for a Child Care Centre on Lots 842 & 841 (No. 39 – 41) Lakefront Avenue, Beeliar ('the subject land'). The site is located within the Beeliar 'Local Centre' zone, adjacent to a large area of 'Parks and Recreation', comprising of playing fields, passive recreation opportunities and a Lake. The Beeliar Community Service is directly east of the subject site, while there is an IGA and other specialty stores located to the north. **Figure 1** (below) has been included to provide context of the surrounding area.



FIGURE 1 – AERIAL PHOTOGRAPH

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This Traffic Impact Statement assesses the operation of the Child Care Centre and estimates the increase to traffic volumes that would be generated by the proposed facility, as well as assessing the impact of the proposed parking shortfall. This TIS was prepared in accordance with the Western Australian Planning Commission’s ‘Transport Assessment Guidelines for Developments’.

2.0 PROPOSED DEVELOPMENT

The Development Application for a Child Care Centre at No. 39 – 41 Lakefront Avenue, Beelihar, seeks to develop a child care centre to accommodate a maximum of 60 children and 6 staff members on weekdays, between 6.00am and 6.30pm.

The proposed child care facility comprises areas of approximately 211m² for designated indoor play (in addition to facility amenities), approximately 426m² of designated outdoor play area, and associated areas of landscaping and amenities. The proposed building is two stories, and presents to the Lakefront Avenue frontage. An excerpt of the Site Plan is included at **Figure 2** (below).

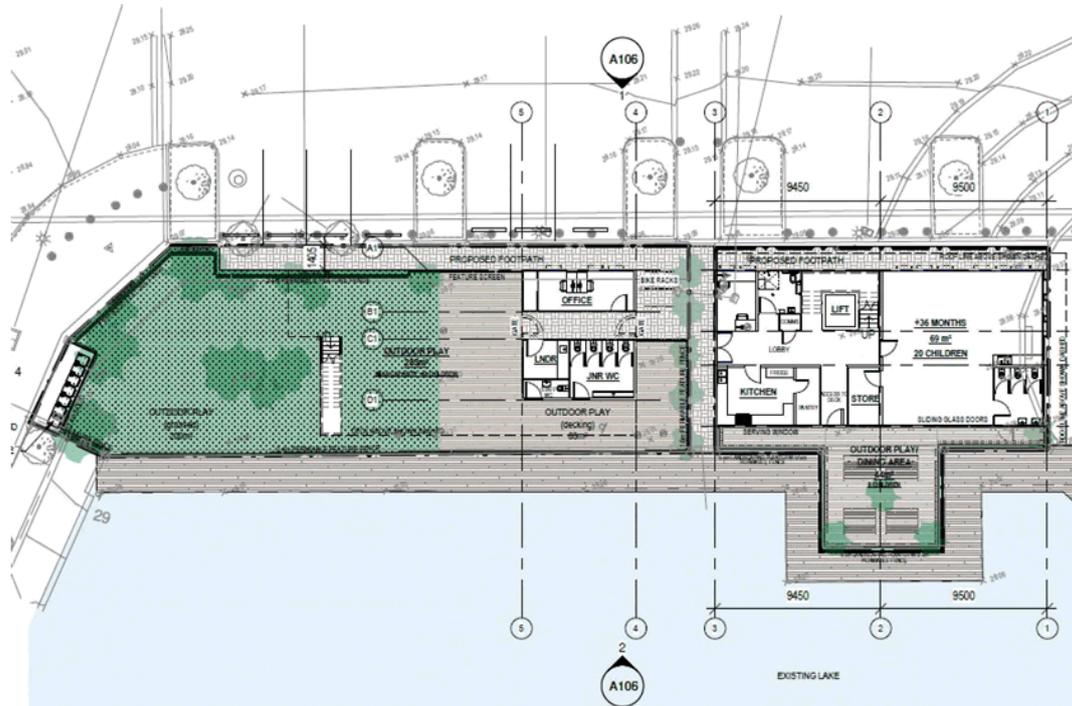


FIGURE 2 – SITE PLAN EXCERPT

3.0 HOURS OF OPERATION

The proposed Child Care Centre will operate from Monday to Friday, from 6.00am to 6.30pm. Peak usage times are generally the pick-up and drop off times, typically being between 7am – 9am and 3.30pm – 6.30pm.

Traffic Impact Statement
 Proposed Child Care Centre at Lots 842 & 841 (No. 39 – 41) Lakefront Avenue, Beelihar



4.0 VEHICLE ACCESS AND PARKING

As depicted in Figure 1, the subject site has no usable frontage to Lakefront Avenue due to the existing street parking bays within the Lakefront Avenue road reserve. Further, the site cannot achieve safe access or egress on its secondary street boundary, to Bluebush Avenue.

A review of the original Meve at Beeliar Local Structure Plan (initially gazetted in 2001), depicts the subject lots comprising only of built form elements. It has since been surmised that the Structure Plan contemplated the potential development that could occur on this site, and provided street parking to accommodate for this.

Accordingly, the proposed development has been designed with no on site car parking, and therefore seeks a car parking dispensation from the requirement set out in Table 2 of the City of Cockburn’s Town Planning Scheme No. 2 (TPS 2). **Table 1** represents the car parking calculation applicable to this application in accordance with the Scheme requirements.

PROPOSED USE	CAR PARKING REQUIREMENT	PROPOSED	REQUIRED
Child Care Centre	1 : 1 employee Plus 1 : 10 children	6 employees 60 children	12 bays

TABLE 1 – CAR PARKING CALCULATION

While this development proposes no on-site car parking, there is an existing row of 13 street car parking bays, located directly adjacent the subject site. The existing pedestrian path to access these bays is located on the Subject Site; which will be retained and enhanced by the proposed development. This pedestrian path will ensure safe access from the car park and surrounding locality to the facility, and to surrounding public recreation. **Figure 3 (overleaf)** depicts the majority of public car parking spaces in the locality.

As depicted in **Figure 3**, the largest area of public car parking is approximately 30m east of the subject site, behind the Beeliar Community Centre. This car parking area provides ample parking space to the ‘Village Centre’. It is understood from pre-lodgement consultation with the City that the Community Centre is currently being used as follows:

- Function Hall (150 person capacity):
Sunday - reserved for Soccer group (April – October); Saturday afternoon and evening/night – reserved for function bookings only. Some sporting group bookings on Monday and Thursday evenings.
- Meeting Room (50 person capacity):
Regular bookings all day Monday and Thursday (community and fitness groups); regular morning and evening (after 6.30pm) bookings for Tuesday & Wednesdays; Saturdays reserved for Function bookings.

Based on this advice from the City of Cockburn, and the above desktop survey of the surrounding car parking availability, it is unlikely that the proposed facility will require additional parking given the bays located directly adjacent that will service the development. However, should there be a peak surge in child care centre users, it is anticipated that the Village Centre and Community Centre parking areas adequately accommodate all centre users. Further, it is not anticipated that the peak hours of operation of the Child Care Centre would generally conflict with the Community Centre usage, or any other retail use adjacent, and therefore no competition for parking bays is anticipated.

The City of Cockburn may consider reconfiguring the adjacent car parking bays to include a universal access bay, ensuring universal access to the facility and the southern portion of Lakefront Avenue.

Traffic Impact Statement
Proposed Child Care Centre at Lots 842 & 841 (No. 39 – 41) Lakefront Avenue, Beeliar



FIGURE 3 – PUBLIC PARKING SURVEY

5.0 PROVISION FOR SERVICE VEHICLES

It is not anticipated that any service vehicles will need to enter the site, however, if required, service vehicles are able to navigate the public street and utilise parking directly adjacent to the centre. There is adequate space for all necessary vehicles to manoeuvre within the car parking area. Further, the on street car parking bays are intended to accommodate all of the small deliveries required by the tenants.

The site plan provides for an enclosed bin storage area on the western boundary of the site with direct access to the road reserve. It is proposed that street collection of waste will occur from Bluebush Avenue.

6.0 DAILY TRAFFIC VOLUMES AND VEHICLE TYPES

All working vehicles associated with the Child Care Centre facility will enter and park in the allocated parking area. It is not considered that the proposed café and shop will have any tangible impact on the daily traffic volumes and have therefore been excluded from this analysis. The facility will employ 14 staff members at full capacity (i.e. 80 children). The age groups that this facility intends to accommodate are:

- 0 children <24 months;
- 30 children between 24 and 36 months; and
- 30 children >36 months.

The RTA Guide to Traffic Generating Developments (NSW) concludes that the trip rates generated for child care centres generally occur over three peak periods, and are as shown in **Table 1**:

Traffic Impact Statement
Proposed Child Care Centre at Lots 842 & 841 (No. 39 – 41) Lakefront Avenue, Beeliar



DEMOGRAPHIC GROUP	PEAK VEHICLE TRIPS		
	7AM – 9AM	2:30PM – 4PM	4PM – 6PM
Pre-School (0 – 2 years old)	1.4	0.8	-
Long Day Care (Children older than 2)	0.8	0.3	0.7
Before/After School	0.5	0.2	0.7

TABLE 1 – RTA CHILD CARE CENTRE TRIP RATES

Based on **Table 1**, the proposed child care centre would generate the following:

- 7am – 9am: (0 children x 1.4 trips) + (60 children x 0.8 trips) 48 vehicle movements
- 2.30pm – 4pm: (0 children x 0.8 trips) + (60 children x 0.3 trips) 18 vehicle movements
- 4pm – 6pm: (0 children x 0 trips) + (60 children x 0.7 trips) 42 vehicle movements

108 movements
during peak times.

It is assumed that each of the 6 staff members employed would generate 2 trips daily (morning and afternoon), while each of the children accommodated could be expected to generate 4 trips per day. Therefore, the *maximum* daily demand for the facility would be 252 movements per day.

The Western Australian Planning Commission’s Transport Assessment Guidelines for Developments (Vol. 4) states that:

“where a traffic increase as a result of a proposed development is less than 10% of current road capacity, it would not normally have a material impact”.

Lakefront Avenue is a “Local Distributor” in accordance with the Main Roads WA Road Hierarchy. Local Distributors generally have the capacity to carry a volume of 6,000 vehicles per day in built up areas. It is therefore considered that this proposal and the associated traffic generated from the child care facility at maximum capacity would have no material impact on the surrounding road network.

7.0 TRAFFIC MANAGEMENT ON THE FRONTAGE STREETS

The subject site has frontage to Lakefront Avenue on its northern boundaries. The Bluebush Avenue intersection is located approximately 40m south-west of the centre of the subject site. Lakefront Avenue is a 50km/hr single lane road.

When and if vehicles enter onto Lakefront Avenue from the proposed public parking, the sight lines extend more than 50m in each direction (given the short length of the road). Vehicles will be able to enter or exit in either direction on both Lakefront Avenue and Bluebush Avenue.

8.0 PUBLIC TRANSPORT ACCESS

The subject site is located approximately 180m south-east of a Transperth bus stop on Bluebush Avenue, which is serviced by the 531 bus route, providing access to the Cockburn Train Station and Fremantle Station.



9.0 PEDESTRIAN AND CYCLING ACCESS

There are pedestrian footpaths on both sides of Lakefront Avenue and the adjacent Bluebush Avenue. These paths provide pedestrian connectivity toward and throughout the Village Centre as well as the surrounding residential areas and public open space. The Site Plan proposes to maintain and improve the existing pedestrian footpath from the street car parking area, providing direct pedestrian access to the facility. The majority of these paths have been constructed to a standard which allows for reciprocal use by pedestrians and bicycles. The facility provides bicycle racks and other end of trip facilities for staff and users in order to promote other active modes of transport.

10.0 SITE SPECIFIC ISSUES

No site specific issues have been identified.

11.0 SAFETY ISSUES

No safety issues have been identified as a result of this proposal.

12.0 CONCLUSION

The above information represents a comprehensive Traffic Impact Statement that adequately details the traffic characteristics of the subject site and the proposed development, in accordance with the WAPC Transport Assessment Guidelines for Developments publication. It further assesses the impact on the public parking within the locality that this development might generate, concluding that it will have no material impact on the overall locality.

Should the City of Cockburn require any additional information to facilitate the assessment of this proposal, please do not hesitate to contact the undersigned.

Yours sincerely

Madison Mackenzie
Planning Consultant
Harley Dykstra Pty Ltd

E-mail: MadisonM@HarleyDykstra.com.au

Traffic Impact Statement
Proposed Child Care Centre at Lots 842 & 841 (No. 39 – 41) Lakefront Avenue, Beeliar



PROPOSED CHILD CARE CENTRE

**LOTS 841 & 842 LAKEFRONT AVENUE
BEELIAR**

ENVIRONMENTAL ACOUSTIC ASSESSMENT

SEPTEMBER 2019

OUR REFERENCE: 24841-3-19241

Rochdale Holdings Pty Ltd A.B.N. 85 009 049 067 trading as:
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Herring Storer Acoustics

DOCUMENT CONTROL PAGE

ENVIRONMENTAL ACOUSTIC ASSESSMENT CHILD CARE CENTRE – LAKEFRONT AVENUE, BEELIAR

Job No: 19241

Document Reference : 24841-3-19241

FOR

HARLEY DYKSTRA

DOCUMENT INFORMATION				
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This report has been prepared in accordance with the scope of services and on the basis of information and documents provided to Herring Storer Acoustics by the client. To the extent that this report relies on data and measurements taken at or under the times and conditions specified within the report and any findings, conclusions or recommendations only apply to those circumstances and no greater reliance should be assumed. The client acknowledges and agrees that the reports or presentations are provided by Herring Storer Acoustics to assist the client to conduct its own independent assessment.

Herring Storer Acoustics

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APPENDICIES

A	PLANS
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1. INTRODUCTION

Herring Storer Acoustics were commissioned by Harley Dykstra to undertake an acoustic assessment of noise emissions associated with the proposed development of a child care centre, located Lots 841 and 842 Lakefront Avenue, Beelihar.

The report considers noise received at the neighbouring premises from the proposed development for compliance with the requirements of the *Environmental Protection (Noise) Regulations 1997*. This report considers noise emissions from :

- Children playing within the outside play areas of the child care centre; and
- Mechanical services.

For reference, plans of the proposed development is attached in Appendix A.

2. SUMMARY

We understand that it is proposed that the child care centre would only operate between 6:30am and 6:30pm, Monday to Friday (excluding public holidays) and would cater for up to 60 children.

With the boundary fence, as shown on the drawings attached in Appendix A, noise received at the neighbouring premises from children playing in the outdoor areas would comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* during the day period. It is understood that although the child care centre would open before 7am, the outdoor play area would not to be utilised until after 7am. Hence, compliance with the requirements of the *Environmental Protection (Noise) Regulations 1997* would be achieved.

With the air condition condensing units located on the roof above the lift/ stairs, noise from the mechanical services has been assessed to also comply with the relevant assigned noise levels at all times.

With the boundary fence, as shown on the drawings attached in Appendix A and the restriction of usage to the outdoor play area, noise emissions from the proposed child care centre, would be deemed to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* at all times.

Although, not required to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997*, noise emissions from car doors closing would also comply the regulations.

3. CRITERIA

The allowable noise level at the surrounding locales is prescribed by the *Environmental Protection (Noise) Regulations 1997*. Regulations 7 & 8 stipulate maximum allowable external noise levels. For noise sensitive premises this is determined by the calculation of an influencing factor, which is then added to the base levels shown below in Table 3.1. The influencing factor is calculated for the usage of land within two circles, having radii of 100m and 450m from the premises of concern. For commercial premises, the assigned noise levels are fixed throughout the day, as listed in Table 3.1.

TABLE 3.1 - BASELINE ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L _{A10}	L _{A1}	L _{Amax}
Noise sensitive premises: highly sensitive area	0700 - 1900 hours Monday to Saturday (Day)	45 + IF	55 + IF	65 + IF
	0900 - 1900 hours Sunday and Public Holidays (Sunday / Public Holiday Day)	40 + IF	50 + IF	65 + IF
	1900 - 2200 hours all days (Evening)	40 + IF	50 + IF	55 + IF
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays (Night)	35 + IF	45 + IF	55 + IF

Note: L_{A10} is the noise level exceeded for 10% of the time.
L_{A1} is the noise level exceeded for 1% of the time.
L_{Amax} is the maximum noise level.
IF is the influencing factor.

It is a requirement that received noise be free of annoying characteristics (tonality, modulation and impulsiveness), defined below as per Regulation 9.

“impulsiveness” means a variation in the emission of a noise where the difference between L_{Apeak} and L_{Amax(Slow)} is more than 15 dB when determined for a single representative event;

“modulation” means a variation in the emission of noise that –

- (a) is more than 3 dB L_{AFast} or is more than 3 dB L_{AFast} in any one-third octave band;
- (b) is present for more than at least 10% of the representative assessment period; and
- (c) is regular, cyclic and audible;

“tonality” means the presence in the noise emission of tonal characteristics where the difference between –

- (a) the A-weighted sound pressure level in any one-third octave band; and
- (b) the arithmetic average of the A-weighted sound pressure levels in the 2 adjacent one-third octave bands,

is greater than 3 dB when the sound pressure levels are determined as L_{Aeq,T} levels where the time period T is greater than 10% of the representative assessment period, or greater than 8 dB at any time when the sound pressure levels are determined as L_{ASlow} levels.

Where the noise emission is not music, if the above characteristics exist and cannot be practicably removed, then any measured level is adjusted according to Table 3.2 below.

TABLE 3.2 - ADJUSTMENTS TO MEASURED LEVELS

Where tonality is present	Where modulation is present	Where impulsiveness is present
+5 dB(A)	+5 dB(A)	+10 dB(A)

Note: These adjustments are cumulative to a maximum of 15 dB.

For this development, the closest neighbouring residences are located to the west, as shown on Figure 01. For these residences, the influencing factor (IF) has been calculated at +1 dB.

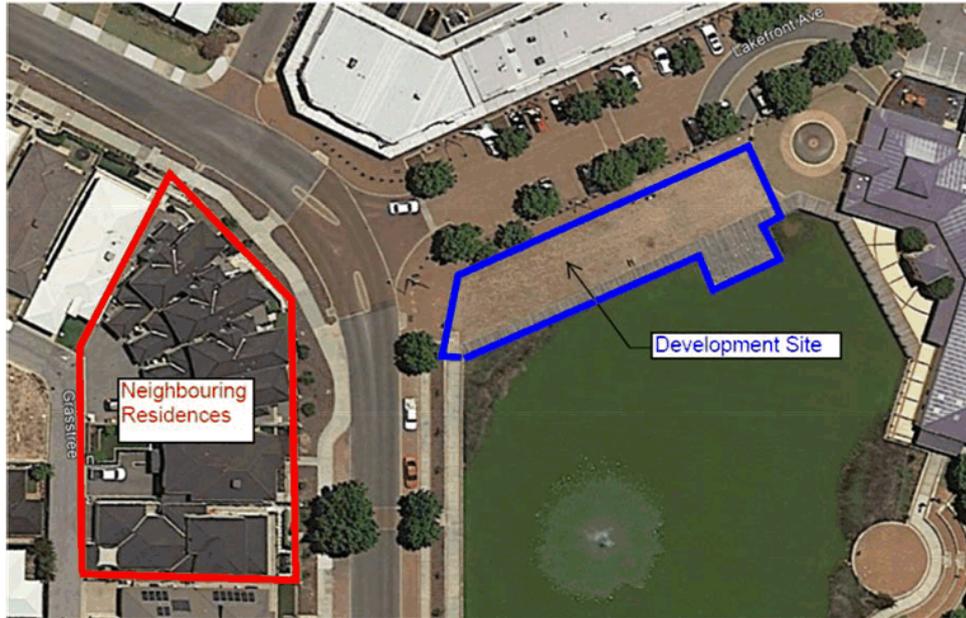


FIGURE 01 – NEIGHBOURING RESIDENCES

Based on the above influencing factor, the assigned outdoor noise levels for the neighbouring residential locations are listed in Table 3.3.

TABLE 3.3 - ASSIGNED OUTDOOR NOISE LEVEL

Premises Receiving Noise	Time of Day	Assigned Level (dB)		
		L _{A10}	L _{A1}	L _{A max}
Noise sensitive premises	0700 - 1900 hours Monday to Saturday	46	56	66
	0900 - 1900 hours Sunday and Public Holidays	41	51	66
	1900 - 2200 hours all days	41	51	56
	2200 hours on any day to 0700 hours Monday to Saturday and 0900 hours Sunday and Public Holidays	36	46	56

Note: L_{A10} is the noise level exceeded for 10% of the time.
 L_{A1} is the noise level exceeded for 1% of the time.
 L_{Amax} is the maximum noise level.

4. PROPOSAL

From information supplied, we understand that the child care centre normal hours of operations would be between 6:30am and 6:30pm, Monday to Friday (closed on public holidays). It is understood that the proposed childcare centre will cater for a maximum of 60 children.

Although, the child care centre would be open before 7am, it is understood that the outdoor play area would not be in use until after 7am. Therefore, noise received at the neighbouring premises from children within the outdoor area of the child care centre needs to comply with the assigned noise levels for the day period. However, noise received at the neighbouring residences from the mechanical services would need to comply with the assigned noise levels for the night period.

With regards to the air conditioning, we understand that the air conditioning has not been designed at this stage of the development. However, we suggest that the condensing units be located on the roof over the entry, behind a parapet.

5. MODELLING

To assess the noise received at the neighbouring premises from the proposed development, noise modelling was undertaken using the noise modelling program SoundPlan.

Calculations were carried out using the DWER weather conditions as stated in the Department of Environment Regulation "Draft Guidance on Environmental Noise for Prescribed Premises".

Calculations were based on the sound power levels used in the calculations are listed in Table 5.1.

TABLE 5.1 – SOUND POWER LEVELS

Item	Sound Power Level, dB(A)
Children Playing	83 (per 10 children)
Air conditioning condensing Units	4 @ 72

Note :

- 1 It is noted that a fence will be constructed around the outdoor play area. From information received, we understand that it is desirable that the fence be as open as possible. To achieve compliance, the boundary fence requires to be as shown on the drawings as attached in Appendix A.
- 2 Noise modelling was undertaken to a number of different receiver locations for each of the neighbouring residence, as shown in Figure 01. It is also noted that the residence of concern, across Lakefront Avenue, are 2 storey. Therefore, noise modelling was also undertaken to both ground and first floors. However, to simplify the assessment, only the noise level in the worst case location has been listed.

With regards to noise associated with cars, the following is noted :

- Lakefront Avenue is a road and not a car park. From the City of Cockburn's intramaps, Lakefront Avenue has over 1000 vpd (with 5% heavy vehicles), additionally Bluebush Avenue has over 2000 vpd (with 6% heavies), so it is not a quiet suburban street.
- Noise emissions from vehicles on roads is exempt from the regulations.
- The operating hours for the proposed child care centre are as outlined within the City Local Planning Policy 3.1 – Child Care Premises. This being 6:30am to 7pm Monday to Friday.

Even so, for information, we have calculated the noise for a car door closing from a bay near the office. The calculation was based on a sound power level of 87 dB(A).

6. ASSESSMENT

Given the size of the outdoor play area and the number of children, acoustic modelling of outdoor play noise was made, based on 50 children playing outside within the outdoor play areas at the one time and one group of children on the balcony, utilising 6 groups of 10 children with sound power levels distributed as plane sources. The resultant noise levels at the neighbouring residence from children playing outdoors are tabulated in Table 6.1.

The resultant noise levels from the air conditioning at the neighbouring residences are also listed in Table 6.1.

Notes :

1. The noise modelling for the mechanical services does not include any diversity of operation. Thus, the assessment of the mechanical services would be considered conservative.
2. It has been assumed that the mechanical services condensing units would be located on the roof above the lift/stairs. Screening to the residences has been included.

From previous measurements, noise emissions from children playing is a broadband noise and does not contain any annoying characteristics. Noise emissions from the mechanical services would be tonal and a +5 dB(A) penalty would be applied, as shown in Table 6.1.

**TABLE 6.1 - ACOUSTIC MODELLING RESULTS FOR L_{A10} CRITERIA
OUTDOOR PLAY AREAS AND MECHANICAL PLANT**

Neighbouring Premises	Calculated Noise Level (dB(A))	
	Children Playing	Air Conditioning
Residences	46	29 (34)

() Includes +5 dB(A) penalty for tonality

Noise from a car door closing would be an L_{AMax} noise level and the resultant noise level at the worst case neighbouring residence would be as listed in Table 6.2.

TABLE 6.2 - ACOUSTIC MODELLING RESULTS FOR CAR DOOR CLOSING

Neighbouring Premises	Calculated Noise Level (dB(A))
	Car Door
Residences	44

Tables 6.3 and 6.4 summarise the applicable Assigned Noise Levels, and assessable noise level emissions for each identified noise.

**TABLE 6.3 – ASSESSMENT OF L_{A10} NOISE LEVEL EMISSIONS
OUTDOOR PLAY (DAY PERIOD)**

Neighbouring Premises	Assessable Noise Level, dB(A)	Applicable Assigned Noise Level (dB(A))	Exceedance to Assigned Noise Level
Residences	46	46	Complies

**TABLE 6.4 – ASSESSMENT OF L_{A10} NOISE LEVEL EMISSIONS
ALL AIR CONDITIONING (NIGHT PERIOD)**

Neighbouring Premises	Assessable Noise Level, dB(A)	Applicable Assigned Noise Level (dB(A))	Exceedance to Assigned Noise Level
Residences	34	36	Complies

Although, not required to comply with the assigned noise levels as outlined in the regulations, for information, an assessment of noise received at the neighbouring residences from a car door closing has been undertaken. This assessment is listed in Table 6.5.

**TABLE 6.5 – ASSESSMENT OF L_{Amax} NOISE LEVEL EMISSION
CAR DOOR CLOSING (NIGHT PERIOD)**

Neighbouring Premises	Assessable Noise Level, dB(A)	Applicable L_{Amax} Assigned Noise Level (dB(A))	Exceedance to Assigned Noise Level
Residences	44	56	Complies

7. CONCLUSION

It is proposed that the child care centre would only operate between 6:30am and 6:30pm, Monday to Friday (excluding Public Holidays) and would cater for up to 60 children.

With the inclusion of the boundary fence, as shown in Appendix A, noise received at the neighbouring premises from children playing in the outdoor areas shows that compliance with the *Environmental Protection (Noise) Regulations 1997* during the day period only. Although the child care centre would open before 7am, it is understood that the outdoor play area is not to be utilised until after 7am. Thus, achieving compliance with the requirements of the *Environmental Protection (Noise) Regulations 1997*.

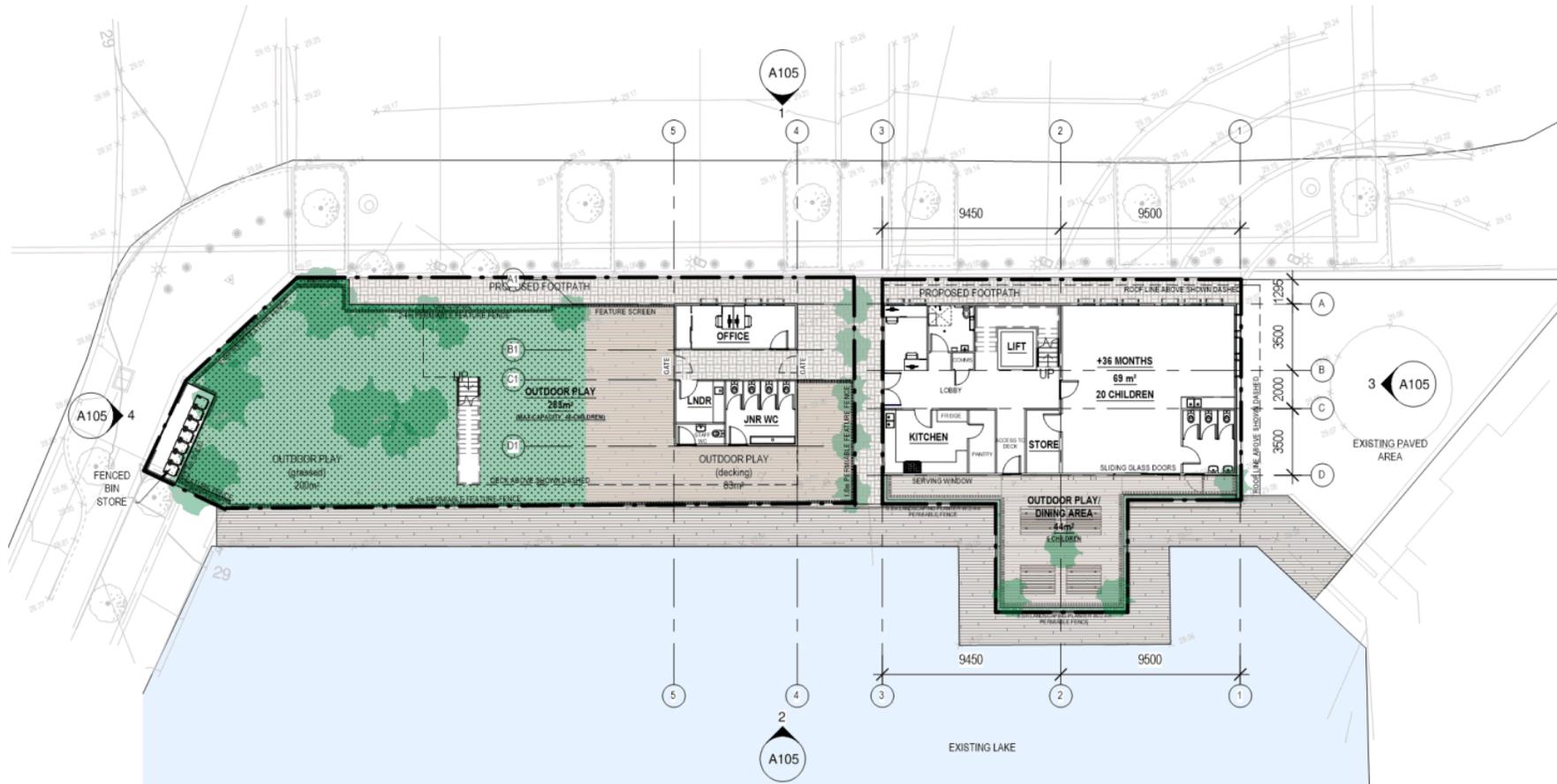
With the air condition condensing units located on the roof above the lift/ stairs, noise from the mechanical services has been assessed to also comply with the relevant assigned noise levels at all times.

With the boundary fence, as shown in Appendix A and restriction of usage to the outdoor play area to the day period, noise emissions from the proposed child care centre, would be deemed to comply with the requirements of the *Environmental Protection (Noise) Regulations 1997* at all times.

Additionally, if applicable, noise emissions from car accessing the child care centre would also be compliant with the Regulatory requirements.

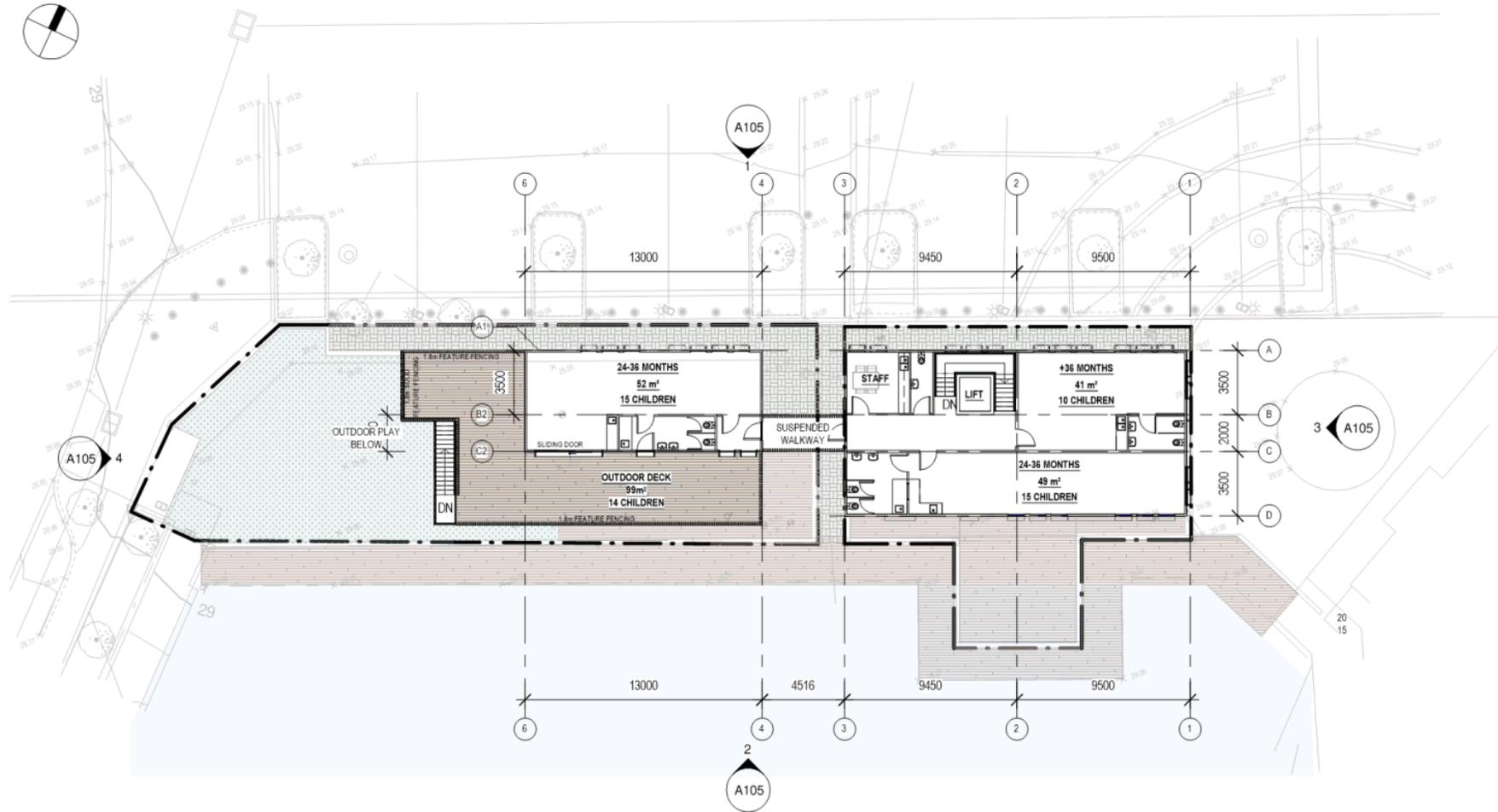
APPENDIX A

PLANS



	STUDIO 25 ARCHITECTURAL DRAFTING	LOT 841 & 842 LAKEFRONT AVENUE BEELIAR	GROUND FLOOR	Project number	N/A
	CAMBRIDGE STREET WEST LEEDERVILLE PERTH, WA 6007 T. 0450 253 643			Date	13/08/2019
				Drawn by	VD
				Revision	A
				Scale	1 : 200
				A102	

1 Ground Floor
A102 1 : 200



	STUDIO 25 ARCHITECTURAL DRAFTING	LOT 841 & 842 LAKEFRONT AVENUE BEELIAR	FIRST FLOOR	Project number	N/A
	CAMBRIDGE STREET WEST LEEDERVILLE PERTH, WA 6007 T. 0450 253 643			Date 13/08/2019 Drawn by VD Revision B Scale 1 : 200	A103

1 Level 1
A103 1 : 200



1 North-West Elevation
A105 1 : 200



2 South-East Elevation
A105 1 : 200



3 North-East Elevation
A105 1 : 200



4 South-West Elevation
A105 1 : 200

	STUDIO 25 ARCHITECTURAL DRAFTING CAMBRIDGE STREET WEST LEEDERVILLE PERTH, WA 6007 T. 0450 253 643	LOT 841 & 842 LAKEFRONT AVENUE BEELIAR	ELEVATIONS	<table border="1"> <tr> <td>Project number</td> <td>N/A</td> </tr> <tr> <td>Date</td> <td>13/08/2019</td> </tr> <tr> <td>Drawn by</td> <td>Author</td> </tr> <tr> <td>Revision</td> <td>Checker</td> </tr> <tr> <td>Scale</td> <td>1 : 200</td> </tr> </table>	Project number	N/A	Date	13/08/2019	Drawn by	Author	Revision	Checker	Scale	1 : 200
	Project number	N/A												
Date	13/08/2019													
Drawn by	Author													
Revision	Checker													
Scale	1 : 200													
<p>A105</p>														

14.2 SCHEME AMENDMENT NO. 130 - REZONING OF HARVEST LAKES STRUCTURE PLAN 'MIXED USE' LOTS - FINAL ADOPTION

Author(s)	K Knuckey
Attachments	<ol style="list-style-type: none"> 1. Schedule of Submissions ↓ 2. Current Scheme Map ↓ 3. Proposed Scheme Map ↓ 4. Schedule of Modifications ↓
Location	South Atwell
Owner	Multiple Landowners
Applicant	City of Cockburn
Application Reference	109/130

RECOMMENDATION

That Council:

- (1) in pursuance of Section 75 of the *Planning and Development Act 2005* adopt Scheme Amendment No. 130 to the City of Cockburn Town Planning Scheme No. 3 (the Scheme) for final approval, for the purposes of:
1. rezoning various lots identified as 'Mixed Use' in the 'Harvest Lakes' and 'Harvest Lakes Village' Structure Plans in Atwell from 'Development' zone to 'Mixed Use – R40', and including them within a new 'Additional Use' in Table 6 of the Scheme, designating 'single house' as a 'P' use, as follows:

TABLE 6			
No.	Description of Land	Additional Use	Conditions
AU 21	<p>Lots 1207 to 1212 on Diagram 60856 Alliance Entrance, Atwell</p> <p>Lots 1229 to 1233 on Diagram 61901 Alliance Entrance, Atwell</p> <p>Lot 1290 on Diagram 69450 Alliance Entrance, Atwell</p> <p>Lots 1201 to 1206 on Diagram 60856 Harvest Lakes</p>	<p>1. Additional Uses.</p> <p>Single House (P)</p>	

	Boulevard, Atwell Lots 1239 to 1241 on Diagram 61901 Clarity Elbow, Atwell		
<p>2. rezoning 61 and 63 Aurora Drive, 1A–1C Dionysus Terrace and 180 Bartram Road, Atwell to 'Residential R40'.</p> <p>3. deleting 'Development Area 10 – Atwell South Development Zone' from the Scheme map and Table 9 of the scheme.</p> <p>(2) endorse the Schedule of Submissions prepared in respect of Amendment 130 to City of Cockburn Town Planning Scheme No. 3 (Scheme);</p> <p>(3) ensure the amendment documentation, be signed and sealed and then submitted to the Western Australian Planning Commission along with a request for the endorsement of final approval by the Hon. Minister of Planning; and</p> <p>(4) advise those parties that made a submission of Council's decision accordingly.</p>			

Background

Proposed Scheme Amendment No. 130 was initiated with the purpose of transitioning the 'Mixed Use' zoned sites within the 'Harvest Lakes' and 'Harvest Lakes Village Centre' structure plan areas, to be rationalised into zones of the Scheme.

This scheme amendment is an administrative update to the Scheme, involving putting zoning information that is currently shown on the adopted structure plans into the Town Planning Scheme, now that the area has been fully developed. This will remove an additional and now unnecessary layer of planning, and simplify the zoning.

At the time of initiation it was not considered appropriate to zone the lots 'Mixed Use', primarily because a 'single house' is an 'X' use within the 'Mixed Use' zone pursuant to the Scheme. This means that rezoning these lots to 'Mixed Use' would render the current development on these lots as a non-conforming use pursuant to the Scheme, which is undesirable. It is also acknowledged that the range of uses permissible under the proposed 'Residential' zone would be less than that permissible currently (and when the lots were purchased by landowners).

Based on the feedback received in the initial consultation period, it was resolved at the 12 September 2019 OCM that an alternative approach to rationalising these lots be readvertised. The alternative approach is to zone some of the subject lots 'Mixed Use' with an additional use of 'single house' to be listed within Table 6 of the Scheme. This would provide for a wider range of uses that are generally more aligned to the current 'Mixed Use' designation under the Harvest Lakes Structure Plan, without rendering current housing a 'non-conforming use'.

The proposed modifications to Scheme Amendment No. 130 were advertised for public comment for 21 days, with one submission of support received. The modified scheme amendment is now returned to Council with a recommendation for final adoption.

Submission

N/A

Report

There are three adopted Structure Plans for the south Atwell area; bounded by Kwinana Freeway to the west, Bartram Road to the north, Tapper Road to the east and Gibbs Road to the south, as follows:

- Harvest Lakes Structure Plan – adopted 3 October 2006;
- Beenyup Road (Lot 61) – adopted 19 August 2002; and
- Harvest Lakes Village Centre – adopted 12 May 2011.

The adopted Structure Plans (refer Attachment 1) have served their purpose in guiding the coordinated subdivision and development of the area, and development in accordance with the Structure Plans, has now occurred.

The majority of the lots in Harvest Lakes could be rationalised into the 'Residential' zone through a basic amendment, which has occurred through Scheme Amendment No. 129. However, there are 26 lots identified as 'Mixed Use – R40' (see image 1) which require separate consideration, given the subdivision and development that has occurred. The 'Mixed Use' cells were subdivided into 26 lots ranging in size from 283sqm to 417sqm that were all developed with single houses in approximately 2010.

The larger lot at 180 Bartram Road (see image 2) that has been developed for 12 multiple dwellings was identified as 'Mixed Use- R40' but commercial uses restricted to 'Homestore' as defined in the Scheme. The adopted Local Development Plan for this site envisaged a specific built form development outcome that included 'Homestore' uses (ie: shop(s) connected to dwellings), however the site was subsequently developed for conventional multiple dwellings.

Given this built form outcome, it is considered unlikely that there would be any flexibility to appropriately incorporate 'Homestore' uses. Furthermore, no submissions were received regarding the proposed Amendment to zone this lot 'Residential R40'. It is therefore recommended that the proposed rezoning of 180 Bartram Road remain unchanged.



Subject lots shown above.

Close up of subject lots

Image 1: Lots subject to the amendment.



Image 2: Remaining lot proposed for Residential R40.

The original idea behind this 'Mixed Use' area was to provide an opportunity for a mix of land uses such as housing, offices, and commercial uses near the local centre (now the Harvest Lakes Shopping Centre). However, all of this area has now been developed with conventional residential lots.

All commercial uses have been developed in the 'Local Centre' zone which has become the focus of activity in this area. The adjacent area outside the 'Local Centre' zone including the subject lots has a residential use and character. However, given the proximity of some of the subject lots to the 'Local Centre' zone, it is considered appropriate to zone these sites specifically as 'Mixed Use' with an additional use of 'Single House'.

Upon rationalisation of the Structure Plans, the adopted Local Development Plans will continue to be operational in accordance with the Regulations.

Proposed Scheme Amendment No. 130

Scheme Amendment No. 130 was initiated at the 12 April 2018 OCM proposed to zone the subject lots 'Residential R40', consistent with the predominant land use and development that has occurred, being residential.

At the time of initiation it was not considered appropriate to zone the lots 'Mixed Use', primarily because a 'single house' is an 'X' use within the 'Mixed Use' zone pursuant to the Scheme. This means that rezoning these lots to 'Mixed Use' would render the current development on these lots as a non-conforming use pursuant to the Scheme, which is undesirable.

The amendment was deemed to be a 'standard amendment' as it satisfies the following criteria of Regulation 34 of the *Planning and Development (Local Planning Schemes) Regulations 2015*:

- an amendment relating to a zone or reserve that is consistent with the objectives identified in the scheme for that zone or reserve;
- an amendment that is consistent with a local planning strategy for the Scheme that has been endorsed by the Commission;
- an amendment that would have minimal impact on land in the scheme area that is not the subject of the amendment;
- an amendment that does not result in any significant environmental, social, economic or governance impacts on land in the scheme area.

Strategic Plans/Policy Implications

City Growth

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

Leading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

Nil

Legal Implications

N/A

Community Consultation

As per the resolution at the 12 September 2019 Ordinary Council Meeting, advertising of the proposed modifications to Scheme Amendment No. 130 has been conducted. The proposed modifications to the scheme amendment represented a substantial change from what was originally advertised at the beginning of the scheme amendment process, which therefore warrants readvertising.

Pursuant to Regulation 51 of the *Planning and Development (Local Planning Schemes) Regulations 2015*, Council can resolve to advertise a proposed modification to a standard amendment to address issues raised in submissions.

The proposed modifications to Scheme Amendment No. 130 were advertised for public comment from 31 October 2019 to 21 November 2019 for a total of 21 days, in accordance with Regulation 51 of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

During the period of readvertising, one submission was received in support of the scheme amendment, expressing support specifically in relation to the modifications proposed (refer Attachment 1 – Schedule of Submissions).

Risk Management Implications

The Officer recommendation takes into consideration all relevant planning factors associated with this proposal. It is considered that the officer recommendation is appropriate in recognition of making the most appropriate planning decision.

The proposed modifications to Scheme Amendment No. 130 are considered to address the pertinent issue raised during advertising, and is considered to provide an appropriate zoning for the subject land that balances providing flexibility of land uses with protection of residential amenity.

Advice to Proponent(s)/Submitters

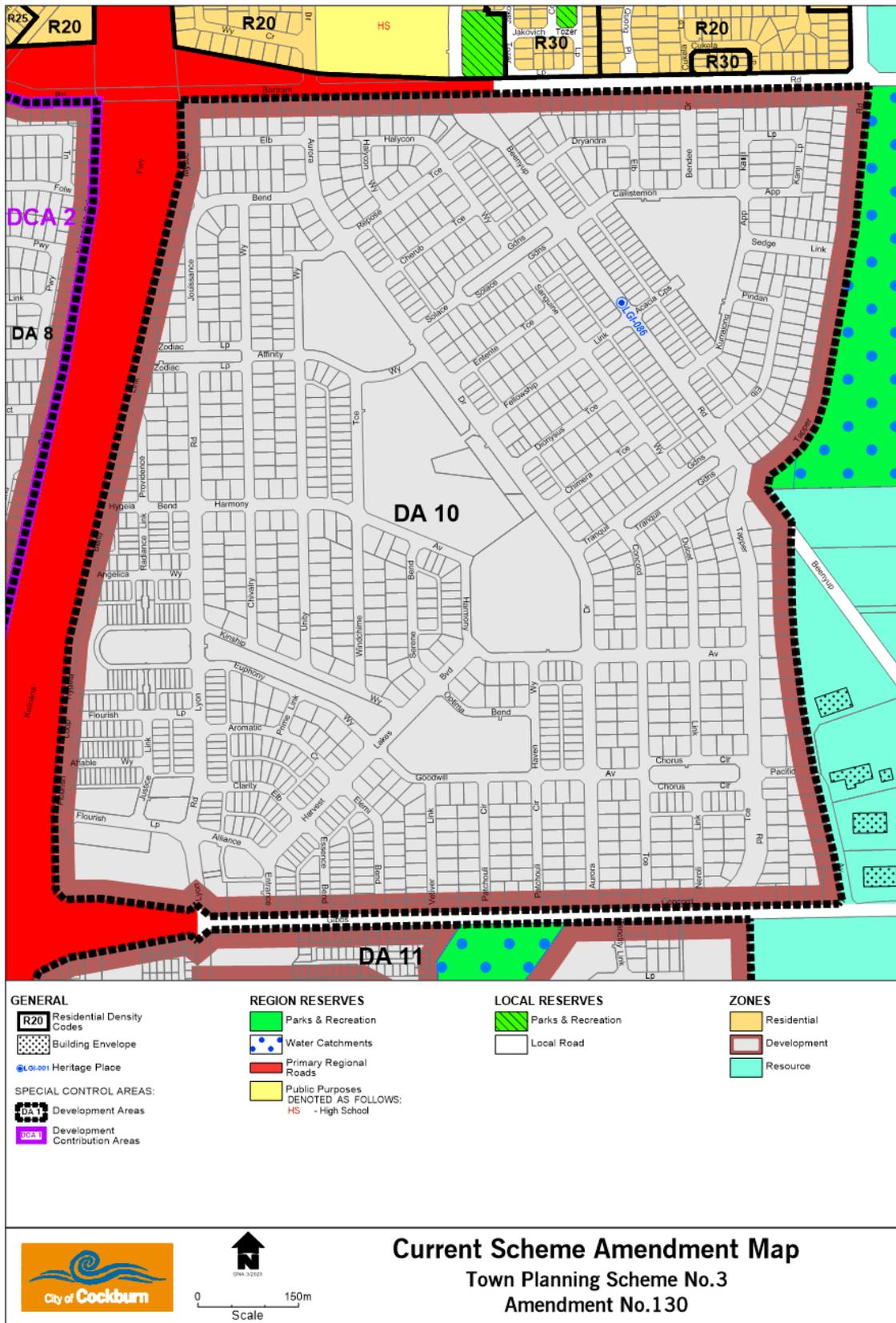
N/A

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

Nil

SCHEDULE OF SUBMISSIONS
Proposed Scheme Amendment No. 130: Rezoning of Harvest Lakes Structure Plan 'Mixed Use' Lots – Final Adoption
Subject: 109/130

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Landowner Harvest Lakes Boulevard Atwell	<p>SUPPORT</p> <p>I am the owner of [address removed in the interest of confidentiality] and I am writing to advise that I have read the modified proposal and support the proposed changes - that is, zoning the relevant properties "Mixed use- R40" zone with an 'Additional Use' of 'Single House.'</p> <p>I am the original owner of the property and a significant part of the reason I purchased this specific one was because it offered the Mixed Use R40 zoning with the potential to run a business from home, office/commercial use. I wanted this potential for myself and I also believed it would be a great selling feature if I ever decided to sell the property.</p> <p>I do not want and would be extremely upset if my home changed zoning to "Residential R40". I want the potential and greater flexibility that the mixed Use R40 zoning allows.</p> <p>Please note, I would prefer my details being kept confidential.</p>	Support for the scheme amendment modifications is noted.





SCHEDULE OF MODIFICATIONS
Proposed Scheme Amendment No. 130: Rezoning of Harvest Lakes Structure Plan 'Mixed Use' Lots – Final Adoption
Subject: 109/130

NO.	MODIFICATION PROPOSED	ADVERTISED Y/N	EXPLANATION FOR ADVERTISING	PARTICULARS OF ADVERTISING
1.	<p>Modify the proposed amendments, initiated as:</p> <ol style="list-style-type: none"> 1. rezoning various lots identified as 'Mixed Use' in the 'Harvest Lakes' and 'Harvest Lakes Village' Structure Plans in Atwell from 'Development' zone to 'Residential R40'; and 2. deleting 'Development Area 10 – Atwell South Development Zone' from the Scheme map and Table 9 of the Scheme. <p>To read:</p> <ol style="list-style-type: none"> 1. rezoning various lots identified as 'Mixed Use' in the 'Harvest Lakes' and 'Harvest Lakes Village' Structure Plans in Atwell from 'Development' zone to 'Mixed Use – R40', and including them within a new 'Additional Use' in Table 6 of the Scheme, designating 'single house' as a 'P' use. 2. rezoning 61 and 63 Aurora Drive, 1A – 	Y	<p>In accordance with Regulation 51 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, Council can resolve to advertise a proposed modification to a standard amendment if –</p> <ol style="list-style-type: none"> (a) the local government proposes the modification to address issues raised in submissions made on the amendment; and (b) the local government is of the opinion that the proposed modification to the amendment is significant. <p>In the initial consultation period, one submission, of objection, was received. The basis of the objection was that the zoning proposed in the scheme amendment was more restrictive than the range of uses outlined in the structure plan. For the objector who is a land owner of</p>	<p>The proposed modifications were advertised for public comment, in accordance with Regulation 51 of the <i>Planning and Development (Local Planning Schemes) Regulations 2015</i>, as follows:</p> <ul style="list-style-type: none"> • from 31 October 2019 to 21 November 2019; • for a total of 21 days. <p>During the period of readvertising, one submission was received in support of the scheme amendment, expressing support specifically in relation to the modifications proposed.</p> <p>The landowner who submitted an objection in the initial consultation</p>

NO.	MODIFICATION PROPOSED	ADVERTISED Y/N	EXPLANATION FOR ADVERTISING	PARTICULARS OF ADVERTISING
	<p>1C Dionysus Terrace and 180 Bartram Road, Atwell to 'Residential – R40'.</p> <p>3. deleting 'Development Area 10 – Atwell South Development Zone' from the Scheme map and Table 9 of the Scheme.</p>		<p>a lot located near the local centre, this does not provide any flexibility to incorporate commercial uses in the future, for which the structure plan accounted for.</p> <p>Based on the feedback received in the initial consultation period, it was resolved at the 12 September 2019 OCM that an alternative approach to rationalising these lots was readvertised.</p>	<p>period, did not make a submission to the advertised modifications.</p>

14.3 PROPOSED STRUCTURE PLAN - LOT 703 GHOSTGUM AVENUE, TREEBY - FINAL ADOPTION AND RECOMMENDATION TO WAPC

Author(s)	L Dunstan
Attachments	1. Location Plan ↓ 2. Structure Plan Map ↓ 3. Schedule of Submissions ↓
Location	N/A
Owner	Department of Communities
Applicant	Roberts Day
Application Reference	110/203

RECOMMENDATION

That Council:

- (1) adopts the Schedule of Submissions prepared in respect to the proposed Structure Plan;
- (2) endorses the Bushfire Management Plan prepared by Strategen - JBS & G in respect of the proposed Structure Plan, and dated 18 October 2019.
- (3) pursuant to Schedule 2, Part 4, clause 20 of the deemed provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*, recommend to the Western Australian Planning Commission the proposed Structure Plan for Lot 703 Ghostgum Avenue, Treeby, be approved subject to the following modifications:

1. Modify Section 6.2 second paragraph to read as follows:

Contributions for the upgrade of Jandakot Road, from Clementine Boulevard to Solomon Road (not including roundabouts) shall be calculated as 0.02% (being the nexus based upon traffic volumes) of the construction costs of an additional road carriageway, divided per hectare of Urban Zoned land within the Structure Plan Area. Contributions can be calculated on a per hectare basis and will be triggered by subdivision.

$$\frac{0.02}{x} = \frac{y}{19.9109} = \text{contribution per ha}$$

$x = \text{construction costs}$

$y = 0.02\% \text{ of construction costs}$

2. Modify the 'Local Centre' zone to 'Residential' and identify it as a possible Child Care site. Update the full document accordingly.

3. Modify the Public Open Space abutting Ghostgum Avenue to remove references to 'Managed' and 'Unmanaged' reserves and cross-hatch the area of fenced significant vegetation to clearly identify it as a passive 'Conservation' area.
 4. Include further provision within Part One that requires submission of a Local Development Plan addressing noise attenuation requirements addressing the WAPC's "*Aircraft Noise Insulation for Residential Development in the Vicinity of Perth Airport*", to be provided as a condition of subdivision approval.
 5. Include a provision within Part One to ensure the submission of an Environmental Management Plan for the Conservation Public Open Space and interface of the Bush Forever Site to ensure appropriate treatment and minimal disturbance at the subdivision works stage.
- (4) advise the landowners within the Structure Plan Area and those who made a submission of Council's recommendation accordingly; and
- (5) recommend that the applicant enter into a Voluntary Legal Agreement with the City with respect to detailing legalities around contributions to Jandakot Road as outlined within Modification One above.

Background

The Treeby District Structure Plan (TDSP) is the overarching plan to coordinate structure plans within this location. It comprises of land within Solomon Road, Armadale Road, Warton Road and Jandakot Road, and was adopted by Council on the 14 September 2017. The District Structure Plan addresses housing density expectations, land use mix and major road layouts. It is used to guide future structure planning of the area.

Submission

N/A

Report

The purpose of this report is for Council to consider a proposed Structure Plan for Lot 703 Ghostgum Avenue, Treeby that has been advertised for public comment; and to make a recommendation to the Western Australian Planning Commission (WAPC) (refer Attachment 1 – Location Plan).

Proposal

The applicant, Roberts Day, acts on behalf of a joint venture with the landowner, Department of Communities, and property developer LWP Group Pty Ltd. The proposed structure plan relates to Lot 703 Ghostgum Avenue and will provide guidance to decision makers with respect to development and subdivision of land within the Structure Plan Area. The structure plan proposes predominantly residential zoned land of densities between R25 to R80. The Structure Plan includes a child care site, linear Public Open Space and Conservation Public Open Space for retention of significant vegetation (refer Attachment 2 – Structure Plan Map).

Department of Communities has indicated that a maximum of one in nine lots will be retained in accordance with the State Government's commitments to social housing.

Subject Land

The subject land is 19.91 hectares, located on the corner of Armadale Road and Ghostgum Avenue, Treeby. The subject lot contains an area of significant vegetation, which is to be protected within a reserve for conservation of public open space and managed in future by the City of Cockburn. Further, the proposal abuts a registered Bush Forever site, reserved 'Parks and Recreation' under the Metropolitan Region Scheme and therefore protected by the State. No development is proposed to impact upon this reserve.

The subject land is zoned 'Development' and is located within 'Development Area 41' (Ghostgum Avenue). The subject land is located within a 'Bushfire Prone Area'.

The subject land is located immediately to the west of the proposed Perron Group Structure Plan Area, at Lot 705 and 707 Armadale Road, Treeby, which is also presented to Council for consideration at this meeting. The Stockland Calleya Estate is located to the west of the subject proposal.



Aerial Photo – Subject Land and Surrounds

Structure Plan Considerations

Alignment with the District Structure Plan

The proposal is generally consistent with the District Structure Plan (excerpt shown below) as it depicts accurate development boundaries separating the site with the northerly Bush Forever Area, provision of mostly residential zoned land and a neighbourhood level road connection to the adjoining development site at Lot 705 and 707 Armadale Road, via an existing roundabout constructed as part of the Calleya Estate.

The applicant has designated a 'Local Centre' site within the structure plan, to accommodate a proposed child care premises. The Local Centre is not identified within the TDSP at this location, rather, it is situated at a site further east and is therefore preferred at that location. A child care centre is a permissible use within Town Planning Scheme 3 within the 'Residential' zone, therefore the recommendation is to modify the proposal changing the 'Local Centre' site to residential but to recognise the site's potential for a possible child care premises.



Treeby District Structure Plan

Development contribution and additional infrastructure provisions

The proposed Structure Plan is subject to the provisions of Development Contribution Area 13 (DCA 13) and the recently Council endorsed Development Contribution Area 15 (DCA 15).

Jandakot Road contribution requirements

In addition to the DCA 13 and DCA 15, the Treeby District Structure Plan (TDSP) makes provision for contributions towards Jandakot Road given the importance of this road to facilitate future growth pursuant to what is fair and reasonable under State Planning Policy 3.6.

As such, it is recommended a modification to Part One be requested, to detail the contribution obligations of the developer in an open and transparent manner. The applicant's traffic report assumptions suggest impacts of the proposal on the traffic flows to Jandakot Road would amount to approximately less than 1% of the total flows (given the large majority of road users along Jandakot Road are regional). These assumptions have been supported by the City's Traffic Section. It is considered appropriate therefore, to specify the contribution methodology and reflected via a provision to the structure plan as such:

Contributions for the upgrade of Jandakot Road, from Clementine Boulevard to Solomon Road (not including roundabouts) shall be calculated as 0.02% (being the nexus based upon traffic volumes) of the construction costs of an additional road carriageway, divided per hectare of Urban Zoned land within the Structure Plan Area.

Contributions can be calculated on a per hectare basis and will be triggered by subdivision.

$$\frac{0.02}{x} = \frac{y}{19.9109} = \text{contribution per ha}$$

x = construction costs

y = 0.02% of construction costs

Draft Scheme Amendment 141: Introduction of DCA15 (Treeby East)

As mentioned above, the proposal will be subject to contributions towards shared infrastructure. Further to DCA13, Scheme Amendment 141 was initiated by Council at its OCM held 10 November 2019, to introduce a new DCA area (DCA 16). This amendment seeks a contribution from developers in the localities of Jandakot and Treeby towards the additional community infrastructure items as foreshadowed in the Treeby District Structure Plan, including:

100% of the cost of 1 x single storey clubroom building of 590m² to be located on the same land as the playing field, comprising:

- Flexible spaces to accommodate a range of potential clubs/sports,
- Standard level of finishes and amenities for a public building,
- Associated car parking bays and access for 40 cars.

As well as the proportional cost of works to construct a multiple use playing field space capable of accommodating either:

- 1 x senior size football oval; or
- 2 x rectangular fields.

The cost of works is the cost over and above that of providing a neighbourhood park (which the developer of this land will pay the equivalent of as a 'subdivider obligation'). The cost of the land is likewise a subdivider obligation (developers normally cede a minimum 10% public open space) and is not covered by the proposed DCA. The structure plan proposal will be subject to contributions to DCA15 accordingly.

Community Consultation

The nature of submissions has related to the prospect of social housing, mobile phone reception and impacts on traffic generation and congestion. Submissions have been addressed in detail within the Schedule of Submissions (refer Attachment 3).

Social housing was the most numerous concern raised, given the proposal is providing community housing at a rate of one in nine

dwellings. The site is owned by the Department of Communities, who are responsible for the delivery of social housing within the State. Much of the concern raised are fears around anti-social behaviours and crime, as well as property values, which are civil matters that cannot be used as a justification to refuse development. Particularly, the provision of social housing is a State Government mandate, necessary in the operation of a planned society, without which would result in considerable human displacement. The rate proposed by the Department of Communities is similar to the rates of other suburbs within Cockburn. It is further acknowledged that the Department will contribute to community infrastructure which can be enjoyed by the broader community, including embellishment of public open space and the creation of a community hub.

Conclusion

It is recommended that the proposed Structure Plan be forwarded to the WAPC for approval.

Strategic Plans/Policy Implications

City Growth

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

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

Budget/Financial Implications

Inclusion of mechanisms for the contribution of infrastructure costs associated with development, however these are born by the applicant as a condition of subdivision approval.

Legal Implications

Nil

Community Consultation

The proposal was advertised for a period of 42 days between 28 November 2019 and 9 January 2020. The proposal was advertised for 42 days to accommodate those away during the holiday period.

A total of 34 submissions were received, of which included:

- 16 objections from landowners within the immediate vicinity;
- Nine of support, and;
- Eight from government agencies providing general comments.

All submissions are outlined and addressed in Attachment 3.

Risk Management Implications

The Officer Recommendation takes into consideration all relevant planning factors associated with this proposal. It is considered that the Officer Recommendation is appropriate in recognition of making the most appropriate planning decision.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

Nil





File No. 110/203

SCHEDULE OF SUBMISSIONS
PROPOSED STRUCTURE PLAN : Lot 703 Ghostgum Ave Treeby

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Kathy Pritchard 16 Platinum Street Treeby	SUPPORT This development needs to include a phone tower. We have no phone reception in Treeby, with the tower near the train station impossible to connect to due to, we are currently using the tower in South Lake and lucky if we get one bar of reception. Adding more houses and residents will increase demand for phone reception. City of Cockburn have a policy that new developments need to consider infrastructure. I will not be happy if the development goes ahead without a phone tower included as we will lose the little service we have.	Noted and agreed. The City of Cockburn supports the inclusion of a Cell Phone Tower at this location, and has requested the applicant to investigate opportunities to address this issue with infrastructure providers. It is likely that as the population increases within the area, infrastructure providers will look to installing additional towers to meet demands.
2	Confidential Landowner Treeby	SUPPORT I support the proposal however with so many new homes being built this may impact the mobile services in Treeby. At current situation the mobile reception is not very good with 395 new homes being built this will the mobile reception will be even worse. I would like to suggest to include mobile network tower in this new development Thanks	Noted and agreed. The City of Cockburn supports the inclusion of a Cell Phone Tower at this location, and has requested the applicant to investigate opportunities to address this issue with infrastructure providers. It is likely that as the population increases within the area, infrastructure providers will look to installing additional towers to meet demands.
3	Confidential Landowner Treeby	OBJECT why does it have to be 1 in 9 homes west, We have worked hard to buy a house and feel it would lose value if these houses are to be built. We would never have built a house here if we had known this was in the	The City of Cockburn is not responsible for the delivery of social housing and cannot dictate the rates (as this is done by the Department of Communities).

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		pipeline. If these houses have to be included can the ratio be smaller ?	
4	Confidential Landowner Treeby	SUPPORT Would request further investigation on the impact of this proposal on property values in Calleya considering government housing is proposed in this new development. What is the timeline for development of this site and will it accelerate development of primary school, shopping precinct and public transport in Calleya to support this neighbourhood?	The City is unable to ascertain impacts on property values for the Calleya Estate, as this is not something that can be easily predicted given the various factors which generally impact a housing market. The timelines for development, including shopping precincts, largely rest with the developer and not the City. Further, the establishment of schools with the Department of Education. Public Transport is likely to increase with population growth.
5	Confidential Landowner Treeby	OBJECT After living in Armadale for nearly 6 years I built our first home in Treeby by spending a fortune just to live peacefully and stay away from all those crime insecurities we faced in Armadale... now WA realestate market in a terrible state, we won't even be able to get the price we spent to build our house if we choose to move away from here.. It is extremely disappointing to know that our government is even proposing an estate with social housing dwelling in our neighbourhood..I am feeling betrayed when I realise about its consequences... our house prices will go down further.. and crime rate go up and antisocial activities will increase... As a rate payer I am begging you please don't approve it...please consider our kids safety and well being	The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.
6	Confidential	OBJECT	The project is a joint venture of LWP Property

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
	Landowner Treeby	After living in armadale for few years We built our first home in Treeby by spending a fortune just to live peacefully and stay away from all those crime insecurities we faced in Armadale... now WA realestate market in a terrible state, we won't even be able to get the price we spent to build our house if we choose to move away from here.. It is extremely disappointing to know that our government is even proposing an estate with social housing dwelling in our neighbourhood..I am feeling betrayed when I realise about its consequences... our house prices will go down further.. and crime rate go up and antisocial activities will increase... As a rate payer I am begging you please don't approve it...please consider our kids safety and well being	Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.
7	Confidential Landowner Treeby	OBJECT 1. I am very much worried about the value of my property. 2. New development having a direct access to ghost gum Ave is going to make this estate very busy with traffic. 3. A bricked fence partition is highly recommended.	The proposal is located within the Treeby District Structure Plan, which identified the site for residential development at a high level. The traffic flows emanating from the development is unlikely to create significant burden on the road network, which has been designed to support the wider residential catchment.
8	Darren Deery 118 Sapphire Drive Treeby	OBJECT Totally shocked that this development has been dumped on us residents, no one mentioned to use when we purchased our land that the was potentially a cesspool of social housing and home's west proposed to devalue our house and land. Me and my family did not move halfway across the world and pay a premium price to live in calleya estate then to find out city of cockburn	The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of

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		<p>want to drive our crime rate up and basically leave our houses not worth selling due to the fact there is home west rite on our door step. Totally unacceptable as I doubt the city of cockburn are going to compensate everyone in the calleya estate for the financial hardship that you are going to burden us with. If i wanted to live in a area of social housing and high crime i would bought in the city of Armadale. All the do gooders out there thinking and saying this will have no impact are full of crap, i have worked in homes west houses and social housing areas and they are complete shit holes they may look nice on the plans but they just turn out to be cesspits of dole bludgers entitled scum.</p>	<p>Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.</p>
9	<p>Confidential Landowner Treeby</p>	<p>OBJECT Traffic influx and burden on Ghostgum Ave</p>	<p>The proposal is located within the Treeby District Structure Plan, which identified the site for residential development at a high level. The traffic flows emanating from the development is unlikely to create significant burden on the road network, which has been designed to support the wider residential catchment.</p>
10	<p>Confidential Landowner Success</p>	<p>OBJECT We don't want homewest housing in the area. The area is safe and quiet for families. People paid alot of money for these blocks of land. We don't want the criminals that homeswest brings to the area just like they ruined success. Keep them in armadale and away from good hard working families</p>	<p>The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that</p>

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			this is vital to a functioning society.
11	Confidential Landowner Treeby	OBJECT I did not pay top money for my house and land, to live next to an area of social housing. It will increase crime drastically and house prices will not rise as they should in this area. I feel this is totally unfair on the educated, hardworking folk that already live in Treeby, to live amongst social housing people. We have put our blood, sweat and tears into be able to live in such a nice area. To have this taken away so easily is very unfair.	The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.
12	Mathew Reid	OBJECT Environmental areas for wildlife is being severely impacted due to reduced and unconnected bush areas. We are seeing less and less animals such as black cockatoos, bobtail lizards and kangaroos in the area. This area should be cultivated into a safe haven for wildlife along with the adjacent block.	The proposal endeavours to maintain an environmentally focussed conservation link via a strip of passive public open space opposite Ghostgum Avenue, which will lead to the protected Bush Forever site to the north..
13	Confidential Landowner Treeby	OBJECT Calleya is a private state, but according to the proposal, affordable and social housing where the only exit and entrance is through Calleya Private State, which I strongly opposed to this. What is the definition of Private state? Considering the higher cost that I have paid for my block (\$350K) it was not supposed to have social housing near me. I would get way cheaper blocks near existing social housing. If Department of housing go ahead with this development, I firmly believe that the land market value will drop dramatically and my	The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that

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		investment won't be recovered. I will owe more to the bank than the market value.	this is vital to a functioning society.
14	Confidential Landowner Treeby	<p>OBJECT</p> <p>I don't believe it's appropriate having social housing near the recently established Calleya estate, as this will negatively impact the recent investments of everyone who has purchased land within the estate.</p>	<p>The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.</p>
15	Confidential Landowner Treeby	<p>SUPPORT</p> <p>I am impressed with the quality of this proposal and I think that the community looks like it will be a good addition to the suburb. I have comments on two sections Section 4.9 - Proposed movement network Having a single "neighborhood connector" I feel has the potential to create a bottleneck and create undesirable congestion at the Ghostgum roundabout. Is additional access planned for future sites towards the East? Section 4.13 - Services & Infrastructure Specifically 4.13.5 - Telecommunications There is no mention of mobile service coverage. The coverage area of Treeby faces significant mobile network coverage issues, which may be due to several factors including the Power Line Easement running through the suburb and a lack of directional coverage from nearby cell-towers. This submission makes no mention at all of this.</p>	<p>The principle connection to the east is provided by a single Neighbourhood Connector. This is because traffic flows are unlikely to be high heading east along this road, as most will likely utilise Armadale Road, as a major regional road.</p> <p>The City of Cockburn supports the inclusion of a Cell Phone Tower at this location, and has requested the applicant to investigate opportunities to address this issue with infrastructure providers. It is likely that as the population increases within the area, infrastructure providers will look to installing additional towers to meet demands.</p>

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		Consideration of mobile phone coverage must be considered important as households may rely on mobile services alone in the event of an emergency.	
16	ATCO 81 Prinsep Road Jandakot	SUPPORT ATCO Gas Australia Pty Ltd (ATCO) has no objection to lodge with the City for the proposed Structure Plan. The content of Section 4.13.4 (Gas) of the Treeby Local Structure Plan for Lot 703 Ghostgum Avenue is consistent with our current gas infrastructure within the vicinity and there is also a medium pressure gas main located within Ghostgum Avenue that may have capacity to feed the development.	Noted.
17	Confidential Landowner Treeby	OBJECT I was told there will be NO public housing in Calleya and that's why I built in Calleya. I strongly object to the proposal.	Noted.
18	Confidential Landowner Treeby	OBJECT I have checked and confirmed with Stockland Calleya that there will be No public housing in Calleya prior me to buying and building in Calleya Estate. Hence, I strongly object to the proposal!	This proposal is not located within Stockland Calleya and is located within land owned by the Department of Communities. There will be no social housing within the Stockland Calleya Estate.
19	Confidential Landowner Treeby	OBJECT	Noted.

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20	Confidential Landowner Treeby	<p>OBJECT</p> <p>We lived next to a property of House West in Queens Park and it has made our lives living hell. We are quiet, hardworking people and our neighbours were loud, abusive, aggressive and even threatened us. My husband and his mom and dad who live on the block behind us tried to go the official way and even though there have been many complaints from the whole street, they are still in there doing whatever they please. Being it gathering with baseball bats on our driveway or drag racing up and down our street. We even get the full load after they get a warning from higher up and feared for our lives so we even moved out temporarily. This has been going on for years so we've had enough and convinced my parents in law to sell both houses (which they worked very hard for) and start over with us somewhere new. Now we built a house in Treeby as it was being sold as prime estate and far away from all that trouble so we wouldn't ever have to deal with those issues ever again. So we also told them to buy in Grandis where they paid top dollar for their land now to find out it's one street away from proposed social housing. This would devastate us all and it would bring a burden onto the Calleya estate for which we did not sign up for.</p>	<p>The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings. The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.</p>
21	Department of Transport Level 8, 140 William St Perth	<p>The Department of Transport (DoT) has review the submitted document and provide the following comment:</p> <p>Pedestrian and cycling network section of the traffic & transport report (by Riley Consulting) states that <i>"internal to the structure plan area there are no</i></p>	<p>Noted. The City has confirmed with the applicant and three (3) pedestrian crossings will be included within the design of the Neighbourhood Connector, to be depicted at the subdivision stage.</p>

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		<p><i>requirements to provide pedestrian crossings. All roads have low traffic flows and pedestrians will not be restricted in crossing any internal road as a result of the passing traffic”.</i></p> <p>The Department is in the opinion that pedestrian crossing should be considered in the main street (Neighbourhood Connector type B) to allow safe access to the POS A as the park will be an attractor for the residence within the structure plan.</p> <p>The City of Cockburn need to ensure:</p> <ul style="list-style-type: none"> ▪ the internal pedestrian and cycling network is appropriately connected to the current and future pedestrian & cycling infrastructure as indicated in the agreed Long Term Cycling Network (LTCN) plan and ▪ the implementation of the PSP is in accordance with the Liveable Neighbourhood. <p>Thank you for the opportunity to comment on the proposal.</p>	
22	Stockland Corporation Andrew Wallis Senior Development Manager	Thank you for the opportunity to provide feedback on the proposed Local Structure Plan for Lot 703 Ghostgum Avenue, Treeby. Stockland, Australia's largest diversified property company, is focused on creating places that meet the needs of communities. Throughout our 18 years in Western Australia, we have partnered with all levels of Government to deliver affordable and liveable master planned communities, vibrant shopping centres, workplace and logistics assets and quality	The City acknowledges Stockland's submission and accordingly will endeavour to ensure a fair and reasonable contribution is made to the construction of Jandakot Road by all developers within the TDSP. A modification to Part One of the Structure Plan is proposed to reflect a more open and transparent requirement towards infrastructure contributions. This is based on traffic flows and

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		<p>retirement living communities.</p> <p>We have \$12 billion currently invested in major projects and properties across Perth, and will continue to invest with a keen interest in the strategic outlook for Perth as the city moves towards a population of 3.5 million people.</p> <p>With relation to the above, Stockland is a significant adjoining landowner through the creation of our Calleya Community in Treeby (the catalyst for the suburb renaming from Banjup).</p> <p>We are pleased to offer our review comments with respect to the proposed Local Structure Plan below:</p> <p>Section 6.2: Developer Contributions</p> <p>As you are aware, Stockland and the City of Cockburn (the City) entered into an Agreement for Upgrading of Jandakot Road to support the development of the Calleya Community (Deed). The upgrades provide for a much wider, regional benefit to the surrounding community, with construction works now well underway. The Deed between the City and Stockland identifies adjacent land parcels that benefit from the Jandakot Road upgrade works, including the subject land Lot 703 Ghostgum Avenue, Treeby (formerly Lot 821 Fraser Road, Banjup). Section 6.2 of the LSP report currently considers a cost contribution towards Jandakot and Solomon roads via a traffic generation methodology. Stockland would like to identify that this would be in contradiction to the methodology previously contemplated and agreed by the City within the Deed. The Deed reflects a proportionate contribution on a yield basis when utilising a density of 15 dwellings per</p>	<p>calculated as a contribution per hectare of urban zoned land.</p>

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		<p>hectare.</p> <p>It is requested that the City utilise the previously anticipated yield calculation when determining Developer Contributions over the LSP area.</p>	
23	<p>Department of Water and Environmental Regulation Brett Dunn Manager – Planning Advice</p>	<p>Thank you for the abovementioned referral, received via your email of the 3 December 2019. The Department of Water and Environmental Regulation (DWER) has reviewed the reports provided and wishes to provide the following advice.</p> <p>Better Urban Water Management</p> <p>In accordance with <i>Better Urban Water Management (WAPC, 2008)</i>, local structure plan is to be supported by an endorsed local water management strategy (LWMS), to the satisfaction of DWER and the local government.</p> <p>The attached table provides details of the Departments review of <i>Lot 703 Armadale Road, Treeby - Local Water Management Strategy (RPS, 2019)</i>, provided with the report.</p> <p>Predominate issues include clarification of the drainage and water sensitive urban design concepts and infrastructure, as well as baseline hydrological data.</p> <p>As such, the Department recommends the local structure plan is not approved in the absence of an endorsed LWMS, to the satisfaction of the Department and the City of Cockburn, consistent with <i>Better Urban Water Management (WAPC, 2008)</i> and <i>State Planning Policy 2.9: Water Resources</i>.</p>	Noted.
24	DFES	<p>Decision maker to be satisfied with the vegetation classification.</p> <p>Verification and support required from relevant agencies</p>	<p>The applicant has submitted a Bushfire Management Plan as part of their proposal. The BMP maps the existing state of</p>

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		<p>to ensure compliance with Element 3 (Vehicular Access).</p> <p>It is critical that the bushfire management measures within the BMP are confirmed to ensure they are accurate and can be implemented to reduce the vulnerability of the proposal to bushfire.</p> <p>The decision maker should be satisfied that the measures within the BMP can be achieved and confirm the requirements as outlined above. If the above bushfire management measures cannot be verified the outcomes within the BMP may be inaccurate.</p>	<p>vegetation and vegetation maturity.</p> <p>Further, the applicant has provided clarity on aspects of vegetation classification; including:</p> <p><i>Plot 6 takes into account that there is hydro-mulch over this area which restricts the vegetation regrowth.</i></p> <p><i>Plot 4 only contains scrub species and regrowth such as Woolleybush. The area is devoid of any woodland species which would facilitate regrowth such as Banksia and Sheoak.</i></p> <p><i>The mature vegetation state has already been taken into account as part of the BMP. As there are no plans to actively revegetate the Bush Forever site, Plot 4 and Plot 6 cannot reasonably be assumed to regrow to alternative vegetation class (such as Woodland).</i></p> <p>More detailed vegetation assessment and BAL contour mapping can be adequately addressed as part of the subdivision stage. Secondary vehicle access will be discussed further with the Department of Planning, Lands and Heritage in response to advice from DFES and Main Roads WA.</p>
25	Confidential Landowner	OBJECT Reading through the details of the proposal I disagree	The applicant was required to undertake a Transport Assessment Report, prepared by

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	Treeby	that the existing intersection at Armadale Road and Ghostgum Avenue will be sufficient with the increased number of residents. During peak times there can be excessive queueing to turn west on Armadale Road towards Cockburn Gateway. This is despite the Calleya development not yet being completely finished, once this has been finished and with this new development it will likely cause issues trying to access the westbound Armadale Road. Living in Treeby it is also important to note that there is extremely limited mobile reception and we have also been experiencing quite regular power outages. With the proposed development including aged care it would be responsible to improve the mobile reception to allow any emergency calls to be made whilst also ensuring adequate coverage for other residents.	<p>Riley Consultant WA Pty Ltd, to ensure that the development can be accommodated without significant negative impact on the existing community of Calleya Estate. This traffic report has been accepted by the City's traffic engineers.</p> <p>The City of Cockburn supports the inclusion of a Cell Phone Tower at this location, and has requested the applicant to investigate opportunities to address this issue with infrastructure providers. It is likely that as the population increases within the area, infrastructure providers will look to installing additional towers to meet demands.</p>
26	Jodi Ward jodiward@live.com.au	I'm writing due to the large percentage of social housing in this suburb. Is this percentage on par with other developments in the area. Social housing often leads to increases in antisocial behaviour which overflows into nearby suburbs. After the mixed private and social housing apartments were placed next to Gateways the shopping centre became unbearable and has only gotten worse. As social housing and community housing increased in Atwell so has the antisocial behaviour. Atwell has increasing numbers of car break-ins, thefts, vandalism, violent drug addicts, and hoon drivers, we are becoming a shitty suburb to live in. That's without taking into account the visual appearance of some houses with junk piles and overgrown gardens. Adding more social housing nearby will not help the situation we	<p>The project is a joint venture of LWP Property Group and the Department of Communities. Social housing is being provided at a rate of one to every nine dwellings, which is a standard rate set by the Department.</p> <p>The City understands that many residents have negative feelings towards the idea of social housing, however it is a mandated initiative of the State Government, of which the City of Cockburn has little influence. It is important to recognise the development will service a community need, to house people, and that this is vital to a functioning society.</p>

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		<p>currently find ourselves in.</p> <p>Surely 1 in 25 would be a better percentage. I understand not all social housing tenants are a problem but a greater percentage are compared to private home owners.</p>	
27	Confidential Property Owner Treeby	<p>SUPPORT</p> <p>Needs play grounds with toilets</p>	<p>The developer is required to embellish the Public Open Space to an appropriate standard as outlined within Liveable Neighbourhoods operational policy. The applicant may nominate to develop above and beyond the requirements of Liveable Neighbourhoods, which may include additional facilities, and this will be considered by the City at the subdivision stage.</p>
28	Chris & Trinh Schooling 14 Amertrine Street Treeby	<p>SUPPORT</p> <p>We are the owners of No. 14 Ametrine Street, Treeby. We support the proposed structure plan for Lot 703 Ghostgum Avenue Treeby. We also offer specific support for the following matters: The intent of the proposed structure plan to offer a variety of housing options, including diverse and affordable housing typologies; The development layout, road configurations and residential densities depicted in the proposed structure plan and including the Concept Plan depicted at Figure 10; The ability to maximise existing and future public facilities located in close proximity to the proposed structure plan area, including the Calleya Trampoline Park, Calleya Dog Park and future bus route along Ghostgum Avenue and Clementine Boulevard; The provision of approximately 11.2% public open space</p>	<p>Noted.</p>

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		<p>within the proposed structure plan area, exceeding the required 10%; The inclusion of a Local Centre zone within the proposed structure plan area, on the proviso that this lot accommodates a child care centre type facility as indicated. We feel that the local centre located in the Calleya estate (and included in both the Treeby District Structure Plan (Figure 8) and Calleya Estate Local Structure Plan) should be the primary location for non-residential activity of a retail and entertainment nature within the wider suburb, as designated and discussed in these respective structure plans; Development within the proposed structure plan gaining access from Ghostgum Avenue, and not Armadale Road; The ability for future development to the south east to gain access through the proposed structure plan area, instead of Armadale Road; and The future provision of a community hub facility on the proviso that it does not seek to replace or replicate the future community building to be located in the Calleya estate, adjacent to the existing oval.</p>	
29	Leah 86 Turquoise Blvd Treeby	OBJECT	Noted.
30	Confidential Landowner Atwell	<p>SUPPORT</p> <p>Since 2013 the Noongar community have been seeking up to 10 hectares of land for the establishment of an Aboriginal Aged Care Community Hub. The site at Lot 703 Ghostgum Avenue, Treeby would suit the purposes for this concept. How can City of Cockburn and Department of Communities (Housing) support the Noongar community to acquire land for the development</p>	Noted.

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		<p>of this much needed facility. A document has been uploaded that outlines further information about the concept along with contact details.</p>	
31	Confidential Landowner Treeby	<p>SUPPORT Overall, I am pleased with the plan to developed Lot 703, Ghostgum Avenue, Treeby. However, as a resident of the current Treeby community, a member of the Treeby Community Association, and having a qualification in Environmental Science and Sustainable Development, there are some suggestions that I would like to make in order to further improve the development. I will address these factors below, first discussing some areas for improvement, and then those that I am pleased with but feel that there still could be improvements made. Areas for improvement • Orientation – in accordance with sustainability principals and the concept of solar passive design, for a house to require less energy to be heated and cooled in the southern hemisphere most large windows need to be facing north (ie the living areas of the house need to be placed on the northern side). This means that the long sides of the block need to be on an east west orientation. None of the blocks in this current plan allow for this orientation. Ultimately this will result in a higher need for heating and cooling and therefore increasing running cost and energy usage for home owners. Additionally, especially with concerns about generating “green” energy and demand on the local electricity grid, not having the house orientated so that the long side of the block faces north limits the ability of the owner to install and get the best performance from solar panels</p>	<p>Noted. Planning principles support the re-orientation of lots towards more of an east – west configuration as you have rightly pointed out. In this situation, unfortunately, the developer is severely constrained by a number of factors including topography of the site and the restricted access to Armadale Road requiring sole access from Ghostgum Avenue roundabout.</p> <p>The Local Centre proposed as part of this structure plan is not supported, as it should be identified in the neighbouring site at Lot 705 and 707 Armadale Road (as identified within the District Level Structure Plan). This will provide a level of amenity and services for the broader community in a centralised location.</p> <p>The applicant has nominated a small amount of R80 density, with the majority being low to medium density. It is considered that the range of densities proposed provides a good opportunity for a mixture of housing typologies, with higher density being provided closer to high amenity areas (public open space). Further, the residential densities applicable to the structure plan area accords to the minimum average density target of 15 dwellings per</p>

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		<p>(as they need to be placed on the north facing roof). • Mixed Uses – The current plan accommodates for a childcare centre to be built. It would benefit the community if the plan also included a range of other necessary facilities. In particular a corner shop. This will allow residents to have access to basic food items without having to travel far or get in their car. There are currently no corner shops in the entire estate and one cannot access essentials (milk, bread etc) without driving and leaving the estate. I find the lack of provision of this type of amenity in conflict with the Liveable Neighbourhoods initiative which states that the aim of this development is to provide “a diverse range of housing within a connected and walkable neighbourhood”. Without the provision of such services residents will have to get in the car and contribute to the 3 096 car trips that you have expected to happen in the area daily. Good • Fencing of the Banksia Woodland – I support the fencing of the “good” rated Banksia woodland. The area is home to the Spider Orchard, as well as populations of Carnaby’s, Baudin’s, and Red-Tailed Cockatoo’s. I also appreciate the attempt to retain existing trees (and would especially encourage that any trees with hollows are kept) and the plan to create a “green link”. Flora and Fauna need to be connected to each other and do not do well in isolated patches so I would also encourage the planner to choose street trees and plants and trees for public green spaces that provide habitat and food for local wildlife. Additionally, providing an adequate amount of street trees keeps urban areas cool and avoids the “urban heat island effect”. • Mixed housing – I fully support the plan to include a</p>	<p>gross hectare of urban zoned land, in accordance with the State Government’s Perth and Peel planning framework. On balance, it is considered the developer has provided an appropriate level of density.</p> <p>Noted with regards to public transport. Bus services typically increase with the onset of additional population growth within an area. These services are provided by the Public Transport Authority and supported by the City of Cockburn.</p>

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		<p>range of mixed housing options as well as an over 55s village. Given the point made in the Local Structural Plan that most households are predicted to be one or two person households then I would like to see a greater inclusion of higher density housing options. Currently density is between R25 and R80, however there is only a very limited amount of R80 (I believe it is planned as terrace housing?) and this could be increased. This ties back in to my pervious point about mixed use. Housing options such as apartments on top of commercial buildings could be an excellent option. This provides not only affordable housing options suitable for one to two people but will also increase the vibrancy and walkability of the area. • Connectivity – one of the reasons for choosing this area to live in is the proximity of the area to Cockburn Central Train Station. However, currently it can be difficult to get there. The Local Structural Plan does mention the possibility of a bus service in Treeby, which I fully support. The current 518 service along Armadale road is inadequate, especially only going once every half an hour. There was the provision of cycle paths along Armadale road which again I think is a great idea. I would also like to see some cycle paths be put in along Solomon road, which is currently very unsafe and hostile for people using active transport. The provision of well-connected walking and cycling paths, as well as a bus service will help to increase liveability, vibrancy, and the sustainability of the area. Not to mention decreasing the 3 096 car trips from the area. Thank you for taking the time to consider my thoughts about the development of Lot 703, Ghostgum Avenue. In line with the Local Structural Plan, these points will help to increase the</p>	

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32	Main Roads WA	<p>liveability, economic returns, and environmental sustainability of the area.</p> <p>In response to your correspondence received on 3 December 2019, Main Roads has reviewed the information and is generally supportive of the proposal. However, any vehicle access to Armadale Road is not supported so an alternative must be identified for the temporary Emergency Access Way that is proposed to connect the site to Armadale Road.</p> <p>It is recommended that is achieved via the Ghostgum Avenue/Cedarleaf Entrance intersection where more efficient full movement access can be provided for emergency vehicles. That solution would also mean that there is less risk of affecting the operation of Armadale Road, a Primary Regional Road.</p> <p>The following advice is provided in regard to transport related noise:</p> <ol style="list-style-type: none"> 1. The proposed development must ensure noise sensitive areas (i.e. bedrooms and living rooms) are located furthest from the noise source, Armadale Road. 2. The development must be designed to achieve acceptable indoor noise levels as per the SPP 5.4 (2019) noise targets. 4. Quiet House requirements applied to this development must be in accordance with the SPP 5.4 Guidelines (2019), which will require: <ol style="list-style-type: none"> a. Quiet House A for lots that received noise levels between 56 - 58 dB (day); b. Quiet House B for lots that received noise levels between 59 - 62 dB (day) ; c. Quiet House C for lots that received noise levels between 63 - 66 dB (day). 	<p>Noted. The emergency access onto Armadale Road is proposed as temporary only, and may not be necessary in the event that the adjoining site at Lots 705 and 707 Armadale Road is developed (providing alternative access in the event of an emergency). Lot 705 and 707 is currently undertaking structure planning.</p> <p>On balance, it is considered that the emergency access could be removed, acknowledging the staging of development to the east. Further discussion with the Department of Planning, Lands and Heritage, Department of Fire and Emergency Services and Main Roads WA will be undertaken in this regard.</p> <p>A Transport Noise Assessment was prepared by Lloyd George Acoustics. The City's Health Services further recommend provision of an LDP to facilitate Quiet House Design requirements and the City's Policy on Noise Attenuation.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>5. However, if any residence is predicted to receive future noise levels of 67 dB (day) and above (i.e. within Exposure D), then Mitigation Option 1, which proposes a higher noise wall is the preferred option. In accordance with SPP 5.4 Guidelines (2019), there is no default quiet house option within Exposure D due to excessive forecast noise, and therefore professional design input is required in order to achieve compliance with relevant criteria. If noise-sensitive land-use and/or development is unavoidable, an approved noise management plan is required to demonstrate compliance with the noise target.</p> <p>6. Specialist acoustic advice should be sought for any 2-storey dwelling proposed. However, if the developer chooses Mitigation Option 2, which proposes a lower noise wall, then Main Roads recommends that residences located directly adjacent to Armadale Road should not be two storeys.</p> <p>7. All affected lots are to provide at least one outdoor living area that complies with the SPP 5.4 (2019) noise target or as low as practicable.</p> <p>4. Notification on titles are required for all affected lots where external noise levels will exceed the day noise target of 55 dB and are to be in accordance with the SPP5.4 Guidelines (2019).</p> <p>5. Any proposed non-residential sensitive land use (i.e. childcare centres) should be located furthest from the noise source and comply with SPP 5.4.</p> <p>Should the City disagree with or resolve not to address or include any of the above advice, Main</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		Roads requests an opportunity to meet and discuss the application further, prior to a final determination being made.	
33	Dept of Biodiversity, Conservation & Attractions Jacqui Clinton	<p>The Parks and Wildlife Service at the Department of Biodiversity, Conservation and Attractions (DBCA) has reviewed the proposal and supporting documentation and provides the following advice.</p> <p>It is noted that the Environmental Assessment Report 2019, provided with the structure plan documentation, includes reference to the presence of known records of threatened orchid species, <i>Caladenia huegelii</i> (Grand spider orchid) within the structure plan area. This threatened flora species is protected under the State <i>Biodiversity Conservation Act 2016</i> and Commonwealth <i>Environment Protection and Biodiversity Conservation Act 1999</i> (EPBC Act). DBCA is satisfied that the targeted flora surveys undertaken from 2012 to 2019 have adequately identified occurrences of <i>C. huegelii</i> within Lot 703.</p> <p>While it is noted that the individual occurrences of <i>C. huegelii</i> are proposed for retention in an 0.46 hectare 'unmanaged conservation' area on the western boundary of the development, areas of adjacent Banksia woodland in Very Good condition, are proposed to be removed to allow for site works. Retention of the entirety of the 0.98ha remnant within the structure plan should be proposed to maximise the size of the supporting habitat and provide a contiguous link with the main population of the orchid within the</p>	Noted. It is considered appropriate to require an Environmental Management Plan at subdivision stage to ensure the treatment for the Conservation POS and the interface of Bush Forever Site adjacent Ghostgum Avenue is undertaken in an appropriate manner.

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Bush Forever site 390. This would reduce edge effects on the proposed conservation reserve and allow critical pollinators to move between populations, improving the resilience and persistence of the threatened flora population within Lot 703.</p> <p>Retention of the entirety of the strip of vegetation on the western boundary of Lot 703 is also in accordance with the Environmental Protection Authority (EPA) advice dated 26 September 2016 in response to their assessment of the City's Town Planning Scheme (TPS) Amendment 117 (see attached). This advice stated that "The EPA expects this remnant native vegetation to be retained for conservation during all stages of the planning process including structure planning...". In response to the EPA advice and as per Provision 3 of the City of Cockburn TPS No. 3, Part 5 - Development Area 41, this structure plan should be referred to the Department of Water and Environmental Regulation's EPA Services for comment to ensure the proposed development is consistent with their previous advice.</p> <p>The proposed conservation area within Lot 703 should be classified as restricted open space, allowing for limited passive recreation and also be reserved for conservation purposes. DBCA supports the proposed preparation and implementation of relevant management plans for the proposed conservation area and the Bush Forever site interface. Management plans should address the provision of adequate interface treatments, landscape plantings using endemic native species, a hard road edge and access control</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		measures.	
34	Water Corporation	<p>Drainage</p> <p>The developers Local Water Management Strategy (LWMS) indicates that water will drain from the development to the Atwell Drain to the south. This drain is part of the Southern Lakes Drainage Catchment. If this connection remains the following will result.</p> <ul style="list-style-type: none"> <input type="checkbox"/> The Southern Lakes Drainage Catchment will need to be increased to include the development area. <input type="checkbox"/> Approval of an enlarged Southern Lakes Drainage Catchment would have to be given by the Environmental Protection Authority regarding the Ministerial conditions for the water resources management and environmental protection of the Beeliam Wetlands. <input type="checkbox"/> The development would need to provide special drainage headworks contributions to the Water Corporation. <input type="checkbox"/> Future property owners would be charged drainage rates by the Water Corporation. <p>The Water Corporation considers that an onsite soakage strategy could be considered for this development so that connection to the Atwell drain is not required. Therefore before the structure plan can be approved the developer needs to either change the LWMS to show there will be no connection to the Atwell drain or to obtain approval of the enlarged Southern Lakes Drainage Catchment by the Environmental Protection</p>	<p>Following receipt of this advice, the applicant liaised directly with Water Corporation and the City to satisfy requirements in relation to utilisation of the Atwell Drain. Confirmation received by Water Corporation on the 20 March 2020 supports the clarification of matters within the Local Water Management Strategy and support for the proposal without the need for a Ministerial Approval. The City's engineers support the Local Water Management Strategy and connection to the Atwell Drain.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Authority.</p> <p>Water Reticulated water is currently available to the subject area. All water main extensions, if required for the development site, must be laid within the existing and proposed road reserves, on the correct alignment and in accordance with the Utility Providers Code of Practice. Headworks infrastructure is required to be constructed at some stage in the future to service the whole development area. Please note the plan below. Timing of this infrastructure has not been determined. Decisions on the funding of the headworks water mains through this area will essentially be based on growth of the area. The proposed servicing strategy outlined in the report will need to be further refined by the developer's consultant engineers at the subdivision stage in consultation with our Land Servicing Section.</p> <p>Protection of Water Sources The subject area falls within the P3 area of the Jandakot Underground Water Pollution Control Area (UWPCA). Developers within a UWPCA need to fulfill their legal responsibilities including those covering 'land use' planning, environmental, health and building permit matters. The Department of Water and Environmental Regulation is responsible for managing and protecting Western Australia's water resources. It is therefore recommended that this proposal is referred to the Department of Water and Environmental Regulation for assessment in accordance to the Land Use Compatibility in Public Drinking Water Source Areas publication if it has not been already.</p> <p>Wastewater</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Reticulated sewerage is currently available to the subject area. All sewer main extensions, if required for the development site, should be laid within the existing and proposed road reserves, on the correct alignment and in accordance with the Utility Providers Code of Practice. The proposed servicing strategy outlined in the report will need to be further refined by the developer's consultant engineers at the subdivision stage in consultation with our Land Servicing Section.</p> <p>General Comments</p> <p>The developer is expected to provide all water and sewerage reticulation if required. A contribution for Water, Sewerage and Drainage headworks may also be required. In addition the developer may be required to fund new works or the upgrading of existing works and protection of all works.</p> <p>The information provided above is subject to review and may change. If the proposal has not proceeded within the next 6 months, please contact us to confirm that this information is still valid.</p> <p>Please provide the above comments to the land owner, developer and/or their representative.</p> <p>Should you have any queries or require further clarification on any of the above issues, please do not hesitate to contact the Enquiries Officer.</p>	

14.4 LOCAL DEVELOPMENT PLAN - MODIFICATION TO LDP15/13 - STAGE 4C SEASPRAY PORT COOGEE - LOTS 24 TO 27, 882, 883, 889 TO 892, 894 TO 905 AND 987 TO 994 OTHELLO QUAYS NORTH COOGEE

Author(s)	P Andrade
Attachments	1. Location Plan ↓ 2. Current Local Development Plan ↓ 3. Proposed Local Development Plan ↓ 4. Applicant's Justification ↓
Location	Lots 24 to 27, 882, 883, 889 to 892, 894 to 905 and 987 to 994 Othello Quays, North Coogee
Owner	Various
Applicant	MW Urban
Application Reference	LDP19/38

RECOMMENDATION

That Council:

- (1) refuse the proposed modification to the Local Development Plan for Lots 24 to 27, 882, 883, 889 to 892, 894 to 905 and 987 to 994 Othello Quays, North Coogee, in accordance with Clause 52 of the *Planning and Development (Local Development Schemes) Regulations 2015* for the following reasons:
 - Approval would be contrary to orderly and proper planning;
 - Approval would impact on the amenity of the area; and
 - Approval would create an undesirable precedent and expectation;
- (2) notify the applicant and those who made a submission of Council's decision; and
- (3) instruct City Officers to undertake any necessary compliance action that ensures compliance with the Local Development Plan and conformity of the fencing within the subject area.

Background

There are thirty properties which are located at the western end of Port Coogee, surrounded by waterways except to the east where Othello Quays connects to the wider road network. These lots are zoned Residential R25 under the Port Coogee Local Structure Plan (LSP). Development of the lots is currently guided by the Stage 4C Seaspray Detailed Area Plan (DAP), which was originally approved by Council at its meeting held on 11 December 2008.

At its meeting on 14 November 2013, Council approved a revised version of the DAP. The changes related to lots 24-27 which resulted from the subdivision of previous lots 300, 301, 880 and 881. Conditional subdivision approval from the Western Australian Planning Commission (WAPC) had revised the lot dimensions but no additional lots were created (Ref Nos. 147286 and 147334) and included conditions requiring the existing DAP and Jetty Design Guidelines (JDG) to be modified to reflect the new lots.

At its meeting on 13 August 2015, Council approved a further revised version of the DAP, which is the current endorsed version. This provided further alterations to the lots, with three additional lots provided on the southern portion of Othello Quays (now lots 987 to 994). This change was required to comply with the conditional subdivision approval from the WAPC (Ref 141157).

The DAP provides guidelines for the development of single houses on Othello Quay, of which seventeen lots are currently vacant and thirteen lots have single houses constructed or under construction.

DAPs are now known as Local Development Plans (LDP) with the introduction of the *Planning and Development (Local Development Schemes) Regulations 2015*.

Submission

N/A

Report

In December 2019 MW Urban Planning consultancy lodged a request, on behalf of the owners of 9 Othello Quays, who had erected a boundary wall contrary to the requirements of the LDP, seeking to amend Local Development Plan Stage 4C "Seaspray". This report provides a summary of the assessment of the LDP modification request.

The application has been presented to Council for determination as an objection was received during the advertising period and also because Council approved the original LDP and subsequent revisions to the plan.

Proposal

The LDP is a plan which sets out specific and detailed guidance for a future development including;

- Site and development standards that are to apply to the development; and

- Specifying exemptions from the requirement to obtain development approval in the area to which the plan relates.

The current LDP (refer Attachment 2) addresses various matters that include but are not limited to:

- Garage location and dwelling integration;
- Dwelling height;
- Site coverage;
- Visual privacy;
- Street and side setbacks of dwellings;
- Dry lot boundaries and site levels;
- Fencing,
- Mooring envelopes; and
- Amended Jetty Design Guidelines.

The LDP provides a site specific detailed layer of planning information to be considered in the design and development of each subject lot. The information is to be considered within the framework of the Structure Plan adopted by Council for Port Coogee, as well as other documents within the Planning Framework like that of the R-Codes and the City's Planning Scheme and/or policies.

The proposal looks to modify only one clause within the current LDP relating to fencing. The current wording is as follows:

“The side boundary fence within the rear/side setback (4m) shall be a maximum height of 1.2m above the rear setback lot level (RL+1.25m).”

The proposed wording under consideration is as follows:

“The side boundary fence within the rear/side setback (4m) shall be a maximum height of 2m above the rear setback lot level (RL+1.25m).”

The change would therefore result in fences being 800mm higher than what is currently permitted within the rear and side setbacks. The applicant's justification for the increase is seen attached to this report (refer Attachment 4).

In summary these include the following alleged issues;

- *“The establishment of a space that is both functional and private, providing for a high level of use and amenity that is not compromised.*

- *It is suspected they have informed the presence of a number of high side boundary walls already in the locality ie: across the rear setback areas of properties.*
- *There are also a number of circumstances where the rear or waterside portion of several lots overlaps the rear of land-locked lots. The main compromise where resident amenity is concerned is in the area of privacy and the protection of such. It is alleged that this situation is a by-product of an earlier subdivision, resulting in irregular shaped and narrower lots.*
- *The retrospective unlawful wall – (the subject of the associated development application) is existing and supported by the proponent and the neighbour.*
- *An outdoor shower is positioned immediately next to the rear of 11 Othello Quays, necessitating a high level of privacy.*
- *The wall for which approval was sought also represents a direct response to the deck erected at the rear of the dwelling on 11 Othello Quays. The deck is positioned immediately above the rear of 9 Othello Quays, resulting in direct overlooking*
- *Safety (including of young children) and security. Walls or a fence at 1.2m in height is not a deterrent to theft, crime or anti-social behaviour.*
- *Wind protection. Port Coogee is subject to two prevalent winds, a south-easterly and the south-westerly. Walls or a fence at the greater height can act as an effective barrier against wind.”*

Planning Framework

Planning and Development (Local Planning Scheme) Regulations 2015

Upon considering the application to modify to Local Development Plan, Clause 52 of the *Planning and Development (Local Planning Scheme) Regulations 2015* require Council to either;

- (a) *“Approve the local development plan; or*
- (b) *Require the person who prepared the Local Development Plan to:*

- *Modify the plan in the manner specified by the local government; and*
- *Resubmit the modified plan to the local government for approval;*

or

(c) Refuse to approve the plan.”

Metropolitan Region Scheme (MRS)

The subject site is zoned ‘Urban’ under the Metropolitan Region Scheme (MRS).

Town Planning Scheme No.3 (TPS 3)

The subject site is zoned Development under TPS 3, the objective is:

*“To provide for **future residential, industrial or commercial** development to be guided by a comprehensive **Structure Plan** prepared under the Scheme”.*

There is an approved guiding Structure Plan in place for the development area, the “Port Coogee Revised Local Structure Plan”, which zones the site as ‘Residential’ with a density code of ‘R25’. The objective of “Residential” under TPS 3 is as follows;

*“To provide for **residential** development at a range of densities with a variety of housing to meet the needs of different household types through the application of the Residential Design Codes”.*

Liveable Neighbourhoods (LN)

Liveable Neighbourhoods is a Western Australian Planning Commission (WAPC) operational policy that guides the structure planning and subdivision for greenfield and large brownfield (urban infill) sites.

State Planning Policy 3.7 - Residential Design Codes of Western Australia (R-Codes)

The R-Codes control the design of most residential development throughout Western Australia.

WAPC Development Control Policy 1.8 (DCP 1.8)

This policy facilitates long term sustainability of canal estates and artificial waterways in Western Australia.

WAPC Guidelines – ‘Designing Out Crime’ (DoC)

The designing out crime planning guidelines are intended to provide stakeholders with an understanding of the principles of designing out crime.

Consultation

The proposed LDP was advertised to all owners of lots on Othello Quays who are subject to the current LDP. One objection and three submissions in support were received.

The objection received is as follows:

“I don’t see the need for such high walls; especially given the walls are not permitted to go to the end of the block. Given the idea is to ensure as much access to the views as possible, 2m walls seem counterproductive.”

The three submissions in support are as follows:

- 1) *“We support the proposal of raising the fence line to 2metres as we believe it is a security and privacy issue. At this stage we currently have no neighbours either side who have started their build, and fences at only 1.2metres leaves our property open with no privacy or security.”*
- 2) *“It is paramount to security and privacy. It also adds protection from prevailing winds and helps make the outdoor area more useable”*
- 3) *“We totally 100% support this proposal in order to increase privacy and security to our property.”*

A supplemental comment post-consultation was received with regards to the alleged quantification of the proposed LDP modification. The City’s letter that was sent to all landowners stated;

“If no objection is received, the City would presume that you have no issue with the proposal”.

Given the above details, it has been suggested that the true number in support of this proposed modification could be higher than the three noted.

Notwithstanding, planning is not a numbers game when it comes to submissions in favour or against a proposal. The below assessment seeks to provide a professional/technical analysis of the proposal based on its merits under the planning framework.

The assessment section of this report discusses these comments as raised by the submitters and those by the applicant.

Assessment

Structural Integrity

The WAPC's DCP1.8 sets out that:

“All buildings or load bearing structures should be set back at least six metres (or such other distance as set out in the local planning scheme) from any waterway wall to ensure no additional loads are placed on the waterway wall and to accommodate sight lines from adjoining properties”.

It is noted that in this instance the setback for the dwelling is 4m and fencing, which is also a load bearing structure, can be nil setback to the waterway wall – ie: not 6m as suggested by the DCP1.8. The parameters within the LDP of these load bearing structures was assessed in the subdivision of the lots.

The applicant, as part of the submission to modify these parameters, has not provided any assurance from a qualified and practicing structural engineer that the increased load bearing that this amendment creates onto the existing sea/waterway wall is sustainable or appropriate.

The DCP also states that each landowner with a waterfront property is responsible for stability and integrity of the water frontage. However, any structure proposed would be addressed through the assessment of a Building Permit, which would require the endorsement of a structural engineer to certify its structural integrity. Neither the approval or refusal of the proposed modifications by Council would undermine the structural integrity of the waterway wall nor would it negate each individual landowner's responsibility.

Visual Amenity

The objection received mentioned that the higher walls would be counter-productive or visually intrusive as visual sightlines should be maintained and maximised in this area. This principle is supported within the Planning Framework and as the overarching objective of the Structure Plan for Port Coogee as follows:

“maximise accessibility to the spectacular views of the ocean from both within and external to the site”.

The R-Codes also explains that a clear view between the building and 'street' (in this instance 'waterway') indicates an increase in amenity:

“...not only provides opportunity for incidental 'street' (in this instance 'waterway') surveillance but also contributes to streetscape (waterway) amenity.”

Currently, the R-Codes only accept high visually intrusive walls in residential areas as an outcome where the residence abuts a major road or railway (for noise mitigation purposes). 'Noise mitigation walls' are required to be designed to act as a noise barrier for substantial

traffic passing along a respective transport corridor including road, railway or waterway. In this instance, the waterway in question would have very minimal traffic of boats/ traffic related noise. Notwithstanding the applicant has not provided an acoustic report to suggest otherwise. On this basis it is therefore not an appropriate justification to diminish the overall amenity of the area by seeking to permit 2m walls in lieu of the current 1.2m walls.

An increase in wall height on the side and rear setback will result in a reduction in visual surveillance of the waterway. The additional height in the walls will also result in a reduction of residential amenity for the residents and those in the public realm.

Security

All submissions in support of the change to allow higher walls detailed a reason being that the greater wall height increases security, although there is no evidence to support this. Notwithstanding the barrier to the waterway is currently mandated as a balustrade (if erected) as follows within the design guidelines;

“A 1.1m high open decorative steel fence with balustrades should be used above retaining walls greater than 0.9m.”

The applicant has not proposed to modify this component of the proposal. As such it is assumed any balustrade will remain at 1.1m (from the ground level). A 2m wall is a futile security measure on the basis that the adjoining balustrade (if erected) is 1.1m and permeable. On this basis the argument in regards to a side boundary wall of 2m for security reasons is respectfully dismissed.

One of the WAPC Liveable Neighbourhoods (LN) principles is to activate street-land use interfaces with building frontages that improve personal safety through increased surveillance and activity.

The R-Codes generally permit walls to be no higher than 1.2m solid for areas that are to be visible from the public realm; this is in line with the current LDP provisions. The R-Codes explains the reason for this noting;

“a clear sight distance provides an individual with both a perception of safety and adequate space to react to possible threats.”

The WAPC *Designing out Crime Guidelines* (DoC) provides guidance with regards to walls, in that it recommends the following:

- a low wall should be used to define boundaries and to provide semi-private living for residents;
- maximise opportunities for natural surveillance of the public realm;

- presumption against high walls that restrict passive surveillance and promote entrapment.

It is evident in the design philosophy of the Structure Plan, and the current provisions of the subservient LDP, that permitting a solid wall at no higher than 1.2m is sufficient and in accordance with DoC guidelines, LN and R-Codes objectives.

An increase in wall height, if approved by Council, would remove the ability to view the adjoining areas, subsequently removing people's ability to react to threats and would promote entrapment. This is as per the details provided for within the State planning framework.

The applicant has suggested within the proposal (as outlined earlier in this report);

- *“Safety (including of young children) and security. Walls or a fence at 1.2m in height is not a deterrent to theft, crime or anti-social behaviour; and*
- *An outdoor shower is positioned immediately next to the rear of 11 Othello Quays, necessitating a high level of privacy”.*

In respect to safety, as discussed above this position is respectfully dismissed. In regards to the outdoor shower it is expected that the reality of this space is such that the permeable balustrade towards the water's edge negates any perceptions of privacy. On this basis the applicants' position on the outdoor shower is respectfully dismissed.

Privacy and Usability

All submissions in support of the proposal mentioned added privacy as a reason for support and that the additional height of the wall will add to its usability especially when considering prevailing winds.

Specifically the applicant indicates;

“Wind protection. Port Coogee is subject to two prevalent winds, a south-easterly and the south-westerly. Walls or a fence at the greater height can act as an effective barrier against wind”.

The waterway and the adjoining area of the waterfront lots are currently entirely visible and only occasionally occupied, no different to a standard house adjoining a road, where the front of the house is visible and sometimes fenced and/or used occasionally.

The area abutting the waterway is not a designated “Outdoor Living Area” (OLA) under the approved plans of the dwelling. This is important to note. Under the approved plans the outdoor living area (where residents spend their time outdoors) is the balcony.

The house is designed with the living area and the entertaining area off this OLA balcony. As such the area subject to this report is not the designated OLA and should therefore not be treated as one. This space is defined on the approved plans as a courtyard. Technically, therefore, the OLA of this property is not compromised under a refusal of this proposal.

Accordingly this statement as provided in the applicant's submission is not supported;

"There are also a number of circumstances where the rear or waterside portion of several lots overlaps the rear of land-locked lots. The main compromise where resident amenity is concerned is in the area of privacy and the protection of such. It is alleged that this situation is a by-product of an earlier subdivision, resulting in irregular shaped and narrower lots."

Under the LDP, the courtyard is not envisaged to be an entirely private space, accordingly, there is no need for this area to be protected from prevailing winds.

Notwithstanding, as the applicant has advised;

"Port Coogee is subject to two prevalent winds, a south-easterly and the south-westerly".

Both of these wind paths predominantly enter the property through the 1.1m permeable balustrades. As such the proposed increase in height of the side boundary walls, as a wind shield, would be ineffective given the majority of wind would enter the courtyard through the balustrade. As such the applicants' argument with respect to wind shields is respectfully dismissed.

As briefly noted above, the current provision permitting a wall at 1.2m high is deemed sufficient to provide a semi-private courtyard for the residents and a secure environment for children and the elderly, as per the DoC guidelines. Notwithstanding the OLA, as mentioned, is the balcony in this context rather than the courtyard. Given this, it is recommended that Council refuse the LDP to maintain the intent of the rear setback area as envisaged within the Port Coogee Structure Plan and LN documents.

Furthermore, the current provisions of the LDP permits major openings/windows overlooking each neighbours rear 4m setback areas. The R-Codes require screening or modifications to the major openings/windows, which addresses overlooking issues. This further rebuts the desire for exclusivity and privacy.

Other Local Governments

The City has considered other waterfront properties within Perth and Western Australia for context.

The City of Busselton within the 'Port Geographe' area, allow a maximum fence height of 1m for the first 6.5m setback providing the fence is entirely visually permeable (i.e. no solid portion).

The City of Mandurah within the 'Ocean Marina' area, allow a maximum fence height of 1.8m within the first 3m setback, providing no portion of the fence is solid above 1m.

The City of Wanneroo within the 'Mindarie Marina' area, allow a maximum fence height of 1.8m for the first 1.5m setback, providing no portion of the fence is solid above 1.2m.

There is a clear consistency that in these types of settings, where views are to be maximised, visual surveillance is to be established to protect amenity and to increase security and social interaction, high walls are not appropriate. It is contrary to the orderly and proper planning undertaken prior to the subdivision of the lots and through the structure planning for the area to approve this proposal. It is recommended therefore that Council refuse the proposal, in keeping with proper and orderly planning within WA in this waterway context.

Existing Fencing

The City understands that this application to modify the Local Development Plan is a result of a previous decision made under delegation, that a retrospective wall (at 1.9m high) within the rear setback of 4m, be reduced to 1.2m in height, in accordance with the approved LDP. The City has withheld from taking further compliance action until such time as a determination has been made with regards to this proposal to modify the LDP.

The LDP to the north of the subject area, that affects Chelydra Point lots, has the same criteria regarding maximum fence height of 1.2m; notably Chelydra Point and Othello Quays have an almost identical built form. Given this, any change to this LDP could have a flow-on effect to the built form and outcomes for Chelydra Point. This could also be the case for Maraboo Island to the south (refer attachment - Location Plan).

Both the applicant and the City agree that some walls within the subject area of this LDP and Chelydra Point have been erected not in accordance with this LDP. The City has not issued approvals for these walls that are contravening the Town Planning Scheme.

Should Council choose to refuse the modification to the LDP, appropriate compliance action may be taken by City staff to ensure fairness for all landowners and compliance with the planning framework and specifically this LDP.

Conclusion

It is evident that higher walls in these instances are not appropriate as it would detract from the residential amenity of the area, not increase privacy/security or result in an effective “wind shield”, and would contravene the orderly and proper planning of the area. Additionally approval of this LDP modification request might result in a flow on effect for other LDPs to be modified and hence compound the inconsistencies in orderly and proper planning. It is recommended that Council refuse to approve the modification to the LDP.

City Growth

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

Leading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

N/A

Community Consultation

Community Consultation commenced on 12 February 2020 and concluded on 4 March 2020.

A total of four submissions were received, three in support and one objection.

Risk Management Implications

Should the applicant lodge a review of the decision with the State Administrative Tribunal, there may be costs (including considerable staff time) involved in defending the decision, particularly if external legal counsel is engaged.

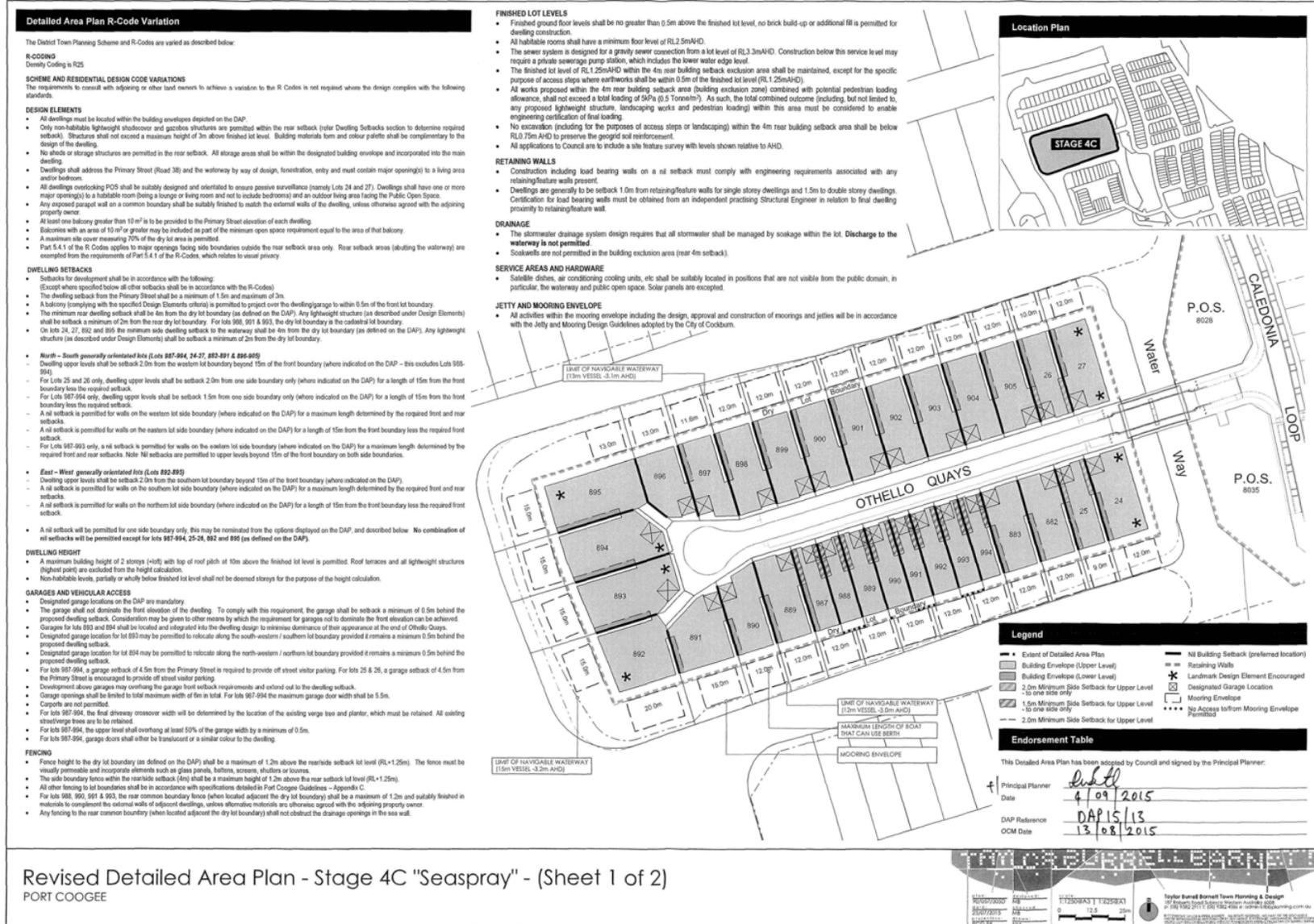
Advice to Proponent(s)/Submitters

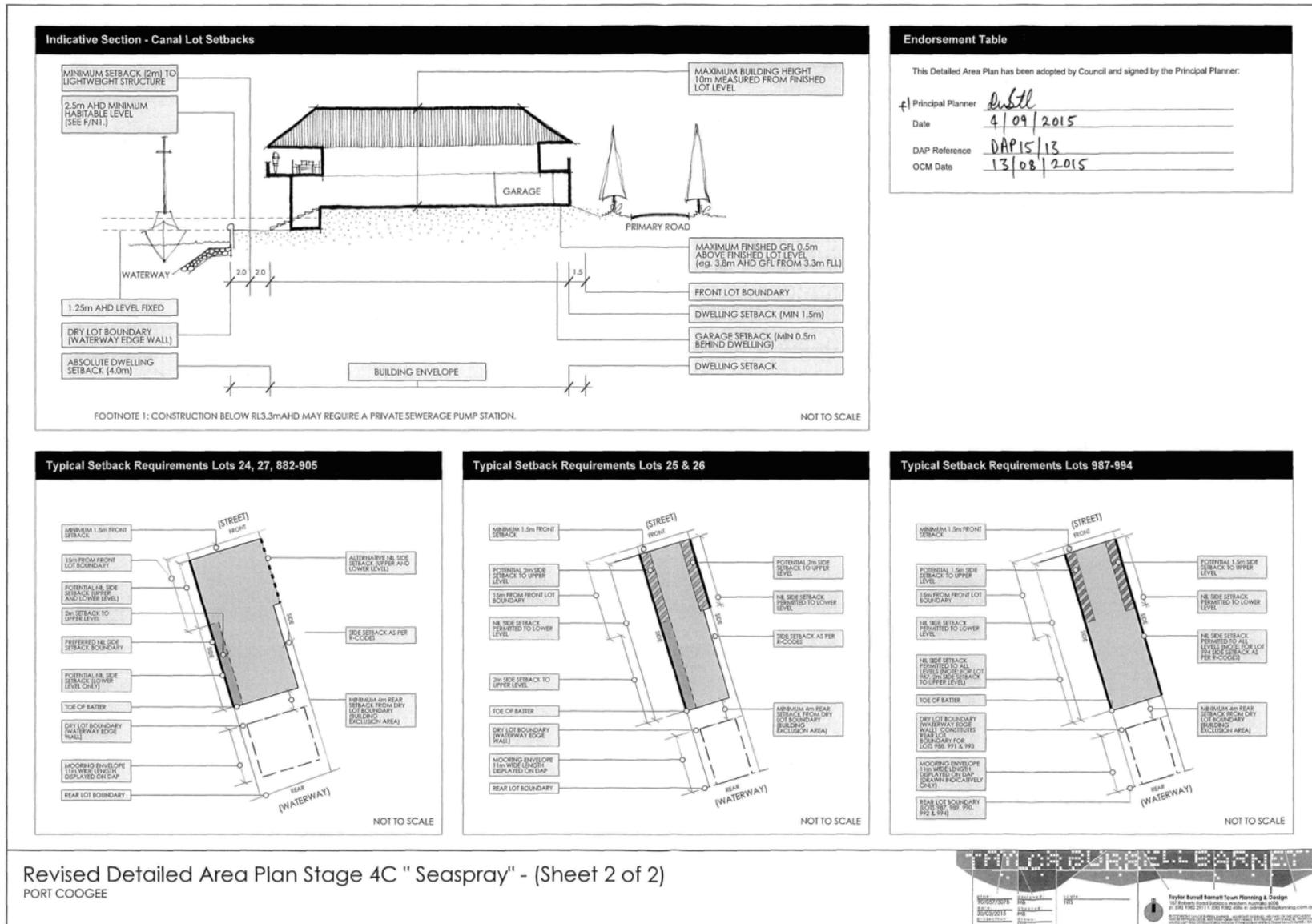
The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

Nil.







**PORT COOGEE
JETTY DESIGN GUIDELINES**

for

SEASPRAY LOTS

**STAGE 4C
MARCH 2015**

PORT COOGEE – JETTY DESIGN GUIDELINES

1. Purpose

The purpose of these guidelines is to provide Lot Owners with sufficient information such that Jetties can be built adjacent to waterfront Lots in accordance with the Developer's requirements. These guidelines shall be adhered to by all Lot Owners that propose to construct a Jetty and/or moor a vessel within their allotted Mooring Envelope. The construction and use of any Jetty or Pontoon and Lot Owners activities upon a Lot shall also be in accordance with City of Cockburn Jetties, Waterways and Marina Local Law.

2. Approval Process

All proposed Pontoon and Jetty arrangements must conform to these guidelines and all relevant Australian Standards. The following items are required:

- A planning application shall be prepared and submitted to the City of Cockburn for approval prior to construction/erection of any Pontoon or Jetty within the Mooring Envelope of a Lot.
- A building permit application shall be prepared and submitted to the City of Cockburn for approval prior to the construction of any Pontoon or Jetty. All applications must be supported by certified structural engineering details for the proposed construction.
- All Jetties and Pontoons require a jetty licence from the Department of Transport (DoT) before construction. Lot Owners shall be responsible for obtaining and paying for the jetty licence and any associated fees.
- Any modification to constructed Jetties or Pontoons requires approval from the City of Cockburn and the DoT prior to the proposed modification being undertaken.
- A building permit must be obtained prior to the construction of Mooring Piles.
- Waterway Edge Walls shall not be altered, extended or removed without the prior written approval of the Developer or the Waterways Manager.
- Pontoons and Jetties shall be constructed in accordance with the design guidelines and requirements set out herewith.
- Limits apply on the size of boats that may enter the waterways and be moored at a Lot. Maximum permitted vessel sizes through the navigable areas of Port Coogee Marina are shown on the attached layout plan in Appendix A.
- The Waterways Manager reserves the right to install navigational aids and/or signage within or adjacent to individual Mooring Envelopes. In this case the Lot will contain an easement to allow access for these to be installed and maintained by the Waterways Manager.
- Proposed Pontoons and Jetties shall not interfere with or obstruct any existing or proposed navigation aids and/or signage. All Jetty designs shall be suitably certified by structural engineers or recognised suppliers.
- Submissions for approvals shall include details of proposed materials and colour schemes.

3. Definitions

AHD means Australian Height Datum.

PORT COOGEE – JETTY DESIGN GUIDELINES

Bank Seat means a structure installed behind the Waterway Edge Wall on a Lot which provides a foundation for fixing Gangways to the shore.

Beam means the greatest width of the vessel including all permanent attachments.

Boat Draft means the vertical distance from the deepest part of the boat hull to the waterline.

Boat Length means the length overall measured between extremes, including bowsprits and stern davits/marlin boards.

Developer means Port Catherine Developments Pty Ltd and such other entity or authority that is from time to time charged with responsibility for managing the waterways adjacent to or near the Lots.

Gangway means a structure that provides pedestrian access between a fixed jetty or shore and a Jetty or Pontoon.

Jetty means a structure providing landing, docking or mooring facilities whether fixed or floating.

Jetty/Pontoon Envelope is the area within which a Jetty or Pontoon and associated Gangway may be constructed and wholly contained.

Lot means Lots 900 to 905 on Deposited Plan 61723, Lots 894 to 899 on Deposited Plan 64272, Lots 889 to 893 on Deposited Plan 61725, Lots 987 to 994 on Precal Plan 92657-046-B1, Lots 882 to 883 on Deposited Plan 61726, Lots 24 to 25 on Deposited Plan 76509 and Lots 26 to 27 on Deposited Plan 76510.

Lot Owner means the registered proprietor from time to time of a Lot.

Mooring Envelope means the area of a Lot designated for the mooring of vessels. The Mooring Envelope includes both the Jetty/Pontoon Envelope and the vessel (including all fenders).

Mooring Pile means piles used to secure a vessel by attaching the vessel to the piles, ensuring that the vessel does not drift from the Mooring Envelope.

Pontoon means a floating platform or similar structure providing landing, docking or mooring facilities.

Waterway Edge Wall means the revetment wall separating the land filled part of a Lot from the submerged part of the Lot together with any associated retaining wall constructed within the Lot.

Waterways Manager means the party charged with responsibility for managing the waterways adjacent to or near the Lots.

LAT is the Lowest Astronomical Tide.

HAT is the Highest Astronomical Tide.

4. Restrictions

- Several Lots (Lots 988, 991 and 993) shown on the attached Layout Plan in Appendix A do not have an associated Mooring Envelope and therefore the Lot Owners can **not** construct a Jetty.
- Jetties or Pontoons placed perpendicular to the Lot are **not** permitted.
- Jetties or Pontoons (including gangways) shall **not** damage or impose any additional load on the waterway edge wall.

PORT COOGEE – JETTY DESIGN GUIDELINES

- Gangways shall be a minimum of 0.9 metres and a maximum of 2.0 metres wide and Lot Owners are **not** permitted to deck the area between the vertical edge of the Revetment Wall and the Pontoon or Jetty.
- Dry storage of vessels is **not** permitted on Jetties or Pontoons or on those parts of the Lots immediately adjacent to the waterway.
- Boat lifting devices or structures shall not be installed on or adjacent to Jetties or Pontoons or on those parts of the Lots which are adjacent to a waterway.
- Jetties shall not be roofed (permanently or temporarily) or have structures built upon them (including, but not limited to, patios, pergolas, shade sails and tarpaulins).
- Installation of sewage pump-out or refuelling systems is **not** permitted on Jetties or Pontoons constructed within Lots.
- Lighting is permissible (subject to approval by City of Cockburn) and shall be in full accordance with the latest publication of AS1158.
- Lot Owners shall be responsible for ensuring that there is sufficient depth of water in which to moor their vessel based on the geometry of the Waterway Edge Wall. Details can be seen in Appendix B.
- The maximum length of a vessel moored at a Jetty or Pontoon shall be at least 3.0 metres less than the waterway edge width of the Lot.
- There shall be at least 3.0 metres clearance between moored vessels at all times.

5. Requirements

5.1 Jetties and Pontoons:

- All Jetties and Pontoons shall be 'L' or 'T' type with a suitable safe Gangway from the Lot.
- All Jetties, Pontoons and Gangways must be located within the Jetty/Pontoon Envelope.
- Two permissible options for Jetty/Pontoon types are shown in the attached figures (Jetty Type A and Jetty Type B in Appendix B). Designs for Jetties and Pontoons within Lots shall adhere to one of these options. The options are: piled floating Pontoon and non-piled floating Pontoon (typically only suitable for boats with a beam less than 3.8m). Refer to Appendix B and C for further details on Jetty types and permissible dimensions.
- The length of the Jetty including any supporting structure may be the full length of the Jetty/Pontoon Envelope, but typically the Jetty length shall be no greater than 80% of the moored vessel's length (AS3962).
- Lot Owners shall ensure that the construction of the Jetty and Gangway does not compromise the integrity of the revetment and Lot Owners shall be responsible for the reinstatement of the revetment after any construction works.
- Gangway, Jetty and Pontoon dimensions shall be in full accordance with the most recent publication of AS3962.
- Use of the vertical edge of the Revetment Wall must not defer from the original intended use as a retaining wall. It is the responsibility of the Lot Owner to obtain approval from a structural engineer and to install any additional Bank Seats required for fixing the Gangways (and struts if Type B).

PORT COOGEE – JETTY DESIGN GUIDELINES**5.2 Revetment Wall:**

- Details of the Waterway Edge Wall construction are shown in Appendix D. The attention of the Lot Owners is brought to the concrete works below ground that form part of the Revetment Wall construction. The design of the Jetty shall take due consideration of the Revetment Wall construction.
- The Waterway Edge Wall lies fully within most Lots (except Lots 988, 991 and 993). Responsibility for maintenance and ensuring the integrity of the Waterway Edge Wall remains with the Lot Owner.
- The Lot Owners of Lots 988, 991 and 993, which do not encapsulate the Waterway Edge Wall, are not responsible for maintaining the Waterway Edge Wall. However, the Lot Owner shall take care to ensure the integrity of the Waterway Edge Wall is not compromised. In this case the Lot will contain an easement to allow access to the Waterway Edge Wall for monitoring and maintenance.
- The Lot Owner, including for Lots 988, 991 and 993, shall not obstruct the “u-shape” opening within the vertical edge of the Revetment Wall which has been constructed for the purposes of allowing drainage.
- A depression shall be maintained on the dry side of the Lot behind the top of the vertical edge of the Retaining Wall to maintain drainage. The depression shall be 4.0m wide parallel to the Waterway Edge Wall and shall be at a level of +1.25m AHD.

5.3 Canal Waterways:

- Navigable areas and restrictions to boat size are shown in Appendix A.
- Boat owners shall adhere to all rules and management controls of the Marina Management and signage and restrictions within the navigable areas and public marina.

5.4 Supply and Construction:

- Construction shall be by a recognised contractor with previous experience of the installation of similar works.
- Pontoons shall be from a recognised supplier and all products shall meet the appropriate Australian Standards (For concrete – AS 3600; Steel – AS 4100 and Aluminium – AS/NZS 1664).

5.5 Piling:

- Mooring Piles and Mooring Envelopes shall not be roofed (permanently or temporarily) or have structures built upon them (including, but not limited to, patios, pergolas, shade sails and tarpaulins)
- All Mooring Pile construction, protective coating and installation shall be in accordance with AS2159, “Piling – Design and Installation”.
- Where steel Mooring Piles are installed, they shall be structural steel sections to AS3679.1, AS3679.2 and AS1163 manufactured in accordance with AS3678.
- All materials shall be suitable for the marine environment.
- Protective coatings shall be applied strictly in accordance with manufacturers instructions, with due allowance made for the minimum drying and curing times between successive coats.
- Driven steel Mooring Piles shall be coated from cut off level to at least 2 metres below seabed (or compacted fill) level.

PORT COOGEE – JETTY DESIGN GUIDELINES

- Adjacent Lot Owners may consider sharing an installed Mooring Pile. The sharing of these Mooring Piles will be by agreement between the Lot Owners and the location of the Mooring Pile shall be wholly within one or other of the Lot boundaries. Ownership of the Mooring Pile will be by the Lot Owner of the Lot in which the Mooring Pile is located.
- Mooring Piles used for mooring or as part of the Pontoon installation are to be black and shall be fitted with white pile caps by the Lot Owner.
- All Mooring Piles shall be installed wholly within Lot boundaries. Mooring Piles not installed as part of a pontoon system shall be located 0.3m in from the Lot boundary and 0.3m in from the waterway edge of the Mooring Envelope as shown in Figures 1 and 2 of Appendix B. Mooring Piles shall not be located within the navigable waterway area of Lots.
- Mooring Piles shall have a finish level (measured as the top of the pile cap) not exceeding +2.5mAHD.

5.6 Materials:

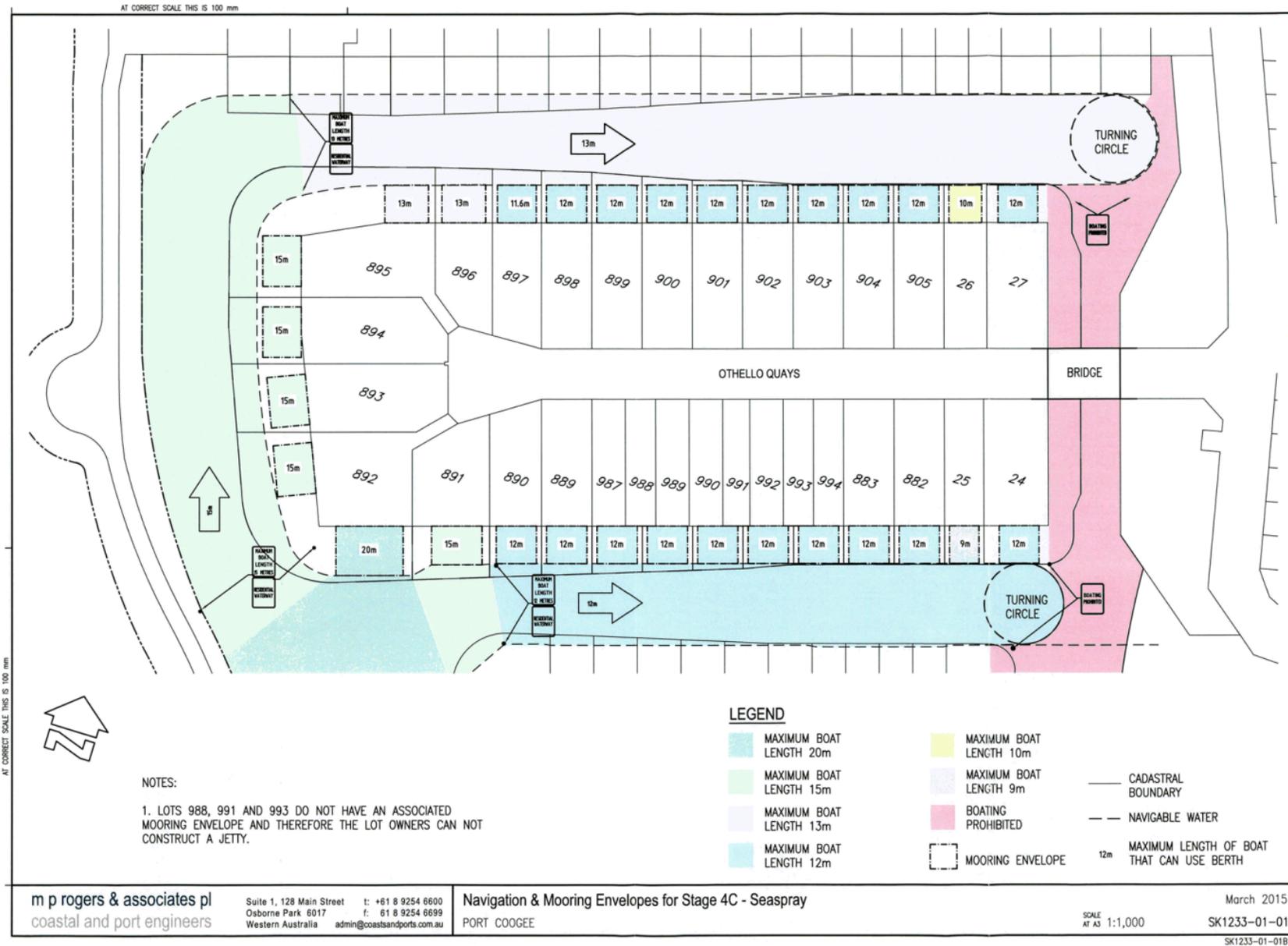
- All materials used in the construction of Jetties and Pontoons shall comply with the relevant Australian Standard (For concrete – AS 3600; Steel – AS 4100 and Aluminium – AS/NZS 1664) and shall be suitable for use in the marine environment.

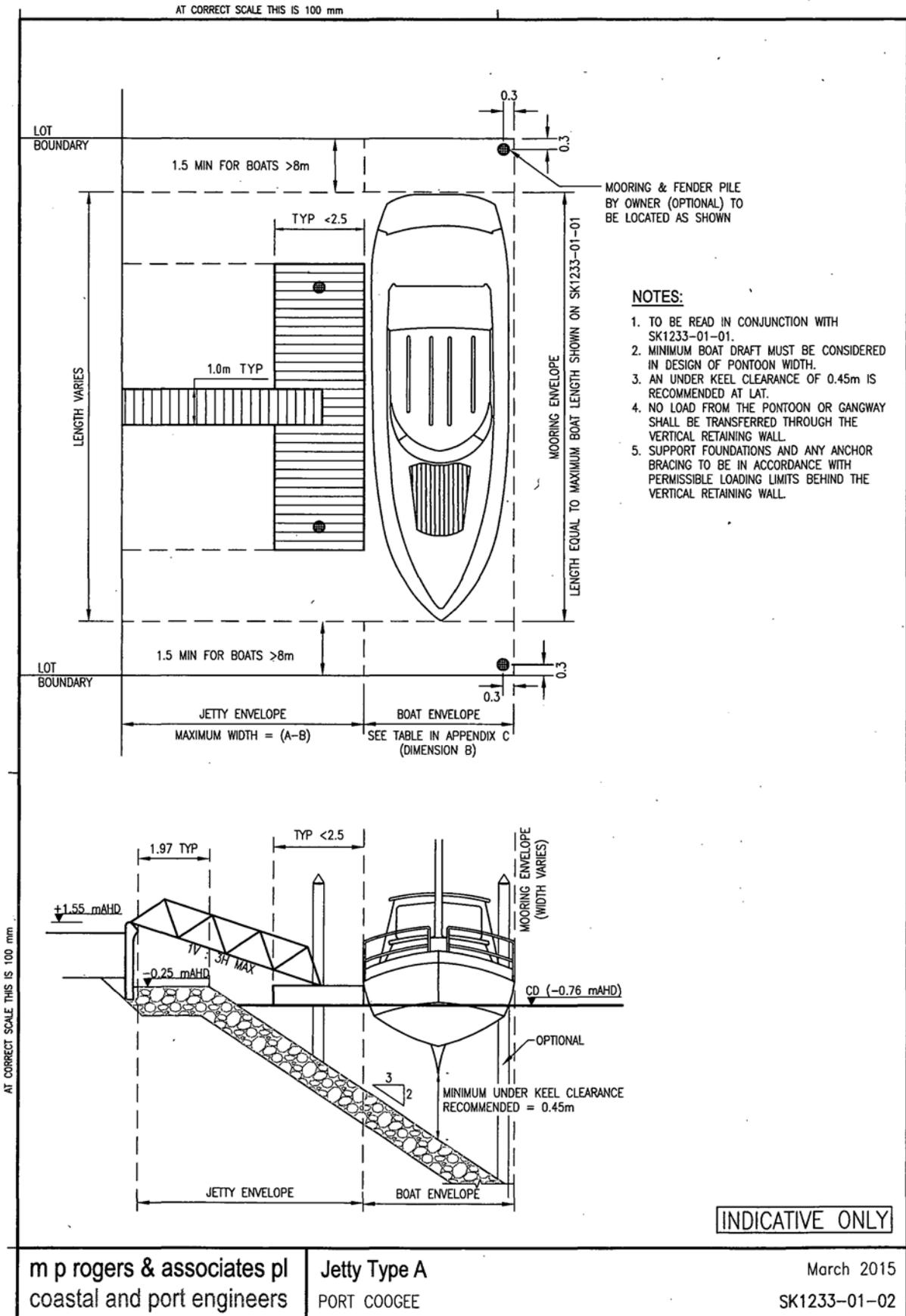
6. Mooring Options**Stage 4C - Seaspray**

- Generally Lots may have floating mooring types, at the discretion of the Lot Owner.
- Lots 24 to 27, Lots 882 and 883, Lots 889 to 905 and Lots 987, 989, 990, 992 and 994 can have mooring type A or B.
- Lots 988, 991 and 993 do not have an associated Mooring Envelope.
- Refer to Appendix C for details.
- Lots 892 and 895 may be permitted to have two jetties as indicated in Appendix A, subject to obtaining necessary approvals and jetty licenses as described herein. Dimension and location limits apply as provided in Appendix A and C.

PORT COOGEE – JETTY DESIGN GUIDELINES

Appendix A – Layout Plan





PORT COOGEE – JETTY DESIGN GUIDELINES

Appendix B – Permissible Mooring Types

PORT COOGEE – JETTY DESIGN GUIDELINES

Appendix C – Stage 4C “Seaspray” Jetty Types and Dimensions

JETTY TYPE	LOT																		
	24	25	882	883	994	993 ¹	992	991 ¹	990	989	988 ¹	987	889	890	891	892 ⁴	892 ⁵	893	894
Type A - PILED FLOATING																			
Max Permissible Boat Length	12m	9m	12m	12m	12m	n/a	12m	n/a	12m	12m	n/a	12m	12m	12m	15m	20m	15m	15m	15m
Max Permissible Boat Beam	4.2m	4.2m	4.2m	4.2m	4.2m	n/a	4.2m	n/a	4.2m	4.2m	n/a	4.2m	4.2m	4.2m	4.5m	5.5m	4.5m	4.5m	4.5m
Max Boat Draft	1.8m	1.8m	1.8m	1.8m	1.8m	n/a	1.8m	n/a	1.8m	1.8m	n/a	1.8m	1.8m	1.8m	2.0m	3.0m	2.0m	2.0m	2.0m
Type B - NON-PILED FLOATING																			
Max Permissible Boat Length	12m	9m	12m	12m	12m	n/a	12m	n/a	12m	12m	n/a	12m	12m	12m	15m	20m	15m	15m	15m
Max Permissible Boat Beam	4.2m	4.2m	4.2m	4.2m	4.2m	n/a	4.2m	n/a	4.2m	4.2m	n/a	4.2m	4.2m	4.2m	4.5m	5.5m	4.5m	4.5m	4.5m
Max Boat Draft	1.8m	1.8m	1.8m	1.8m	1.8m	n/a	1.8m	n/a	1.8m	1.8m	n/a	1.8m	1.8m	1.8m	2.0m	3.0m	2.0m	2.0m	2.0m
MAXIMUM DIMENSIONS (REFER FIGURES IN APPENDIX B)																			
A - Mooring Envelope Width² (m)	11.15	11.15	11.15	11.15	11.15	n/a	11.15	n/a	11.15	11.15	n/a	11.15	11.15	11.15	11.50	14.65	11.50	11.50	11.50
B - Boat Envelope Width³ (m)	4.2	4.2	4.2	4.2	4.2	n/a	4.2	n/a	4.2	4.2	n/a	4.2	4.2	4.2	4.5	5.5	4.5	4.5	4.5

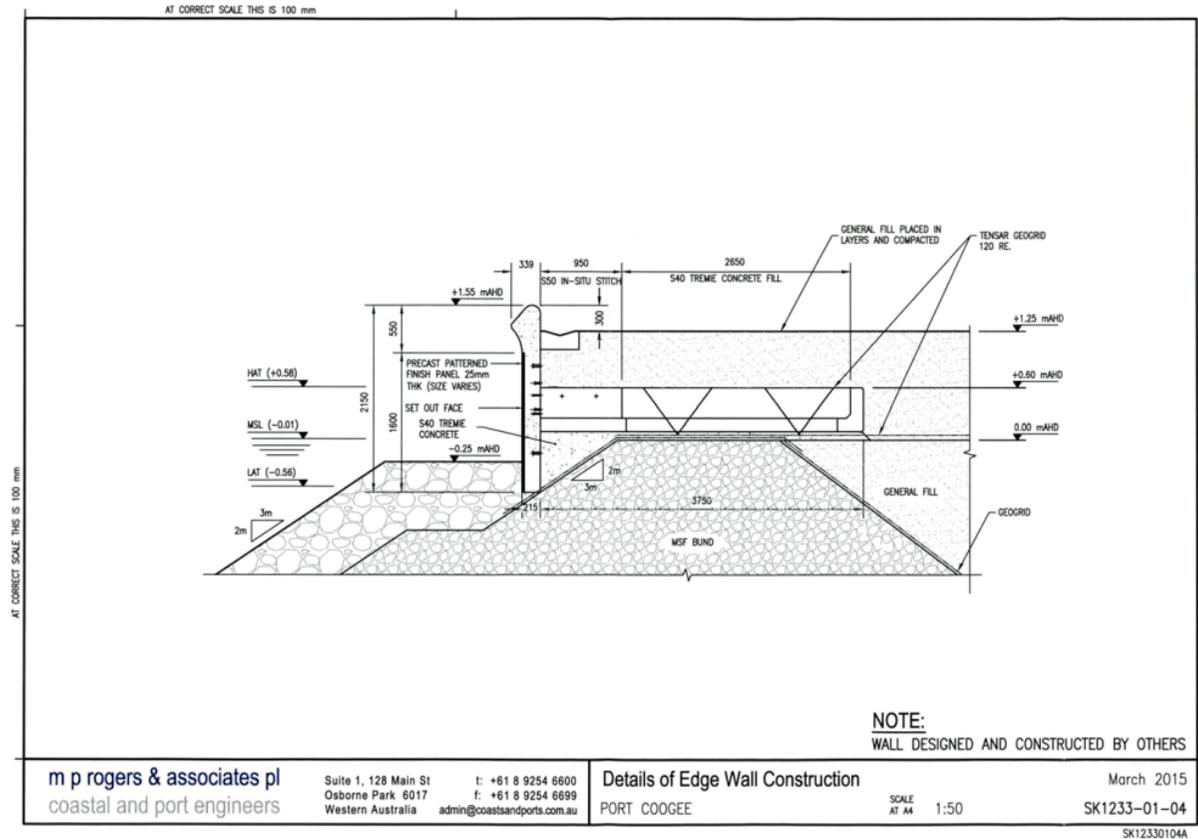
Continued:

JETTY TYPE	LOT													
	895 ⁶	895 ⁷	896	897	898	899	900	901	902	903	904	905	26	27
Type A - PILED FLOATING														
Max Permissible Boat Length	15m	13m	13m	11.6m	12m	10m	12m							
Max Permissible Boat Beam	4.5m	4.3m	4.3m	4.2m										
Max Boat Draft	2.0m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m
Type B - NON-PILED FLOATING														
Max Permissible Boat Length	15m	13m	13m	11.6m	12m	10m	12m							
Max Permissible Boat Beam	4.5m	4.3m	4.3m	4.2m										
Max Boat Draft	2.0m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m	1.8m
MAXIMUM DIMENSIONS (REFER FIGURES IN APPENDIX B)														
A - Mooring Envelope Width² (m)	11.50	11.25	11.25	11.15	11.15	11.15	11.15	11.15	11.15	11.15	11.15	11.15	11.15	11.15
B - Boat Envelope Width³ (m)	4.5	4.3	4.3	4.2	4.2	4.2	4.2	4.2	4.2	4.2	4.2	4.2	4.2	4.2

Notes:
¹ Lots 988, 991 and 993 do not have an associated Mooring Envelope.
² The boat and jetty (including fenders) must be fully contained within the Mooring Envelope.
³ Maximum boat beam based on typical dimensions for a power boat. Sail boats are typically narrower for the same length.
⁴ Southern edge of Lot
⁵ Western edge of Lot
⁶ Western edge of Lot
⁷ Northern edge of Lot

PORT COOGEE – JETTY DESIGN GUIDELINES

Appendix D – Details of Revetment Wall Construction



Detailed Area Plan R-Code Variance

The Chief Planning Officer and City Council are asked to consider the following:

RECOMMENDATION

Grant the R-Code Variance for the proposed development. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance.

DEVELOPMENT

The proposed development consists of a multi-story residential building with a total floor area of approximately 100,000 square feet. The building will be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance.

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FINDING LOT LEVELS

The proposed development consists of a multi-story residential building with a total floor area of approximately 100,000 square feet. The building will be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance.

RETIROING WALLS

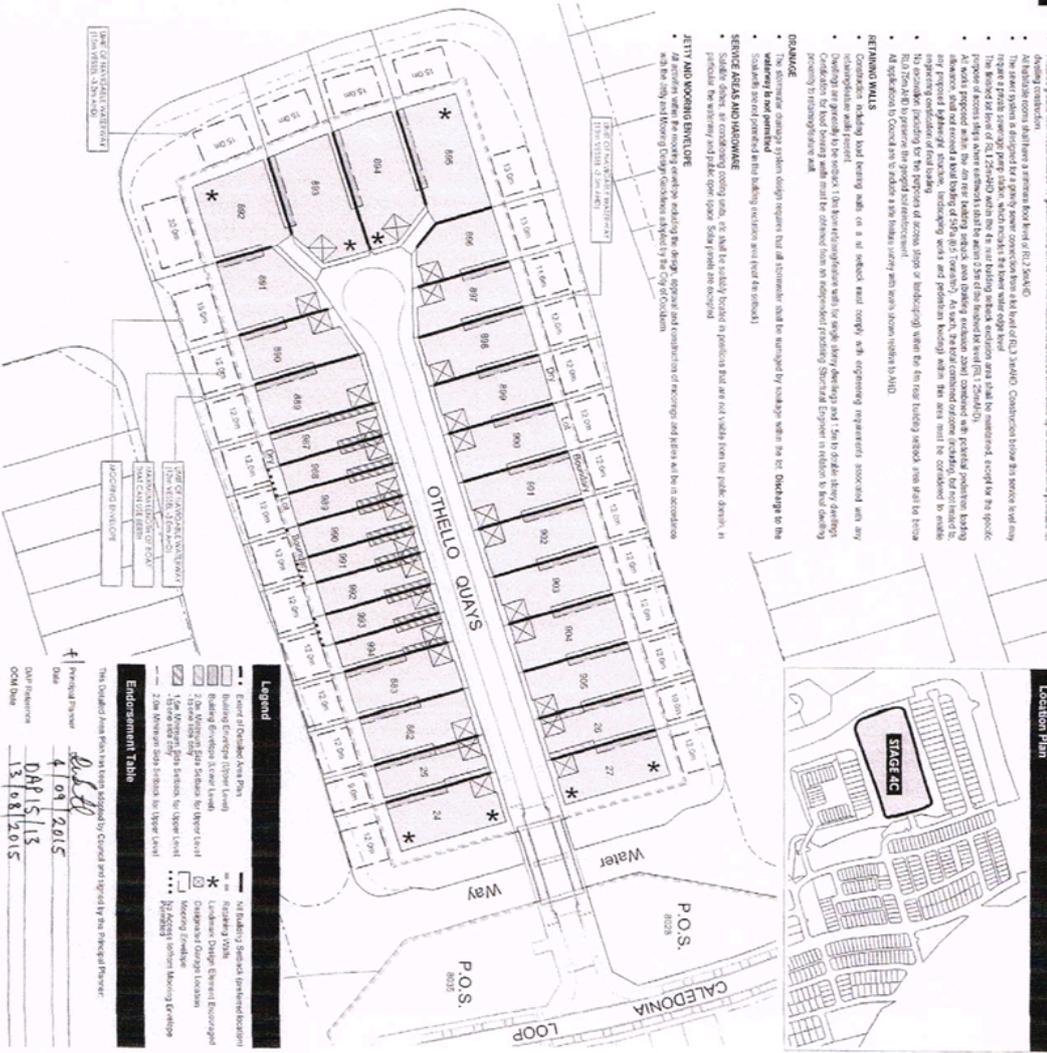
The proposed development consists of a multi-story residential building with a total floor area of approximately 100,000 square feet. The building will be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance.

SERVICE AREAS AND MASSING

The proposed development consists of a multi-story residential building with a total floor area of approximately 100,000 square feet. The building will be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance.

JETTY AND WORKING DEVELOPE

The proposed development consists of a multi-story residential building with a total floor area of approximately 100,000 square feet. The building will be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance. The variance is requested to allow for the proposed development to be constructed in accordance with the R-Code Variance.



Revised Detailed Area Plan - Stage 4C "Seaspray" - (Sheet 1 of 2)

PORT COOGE

Our Ref: MID-2



15 December 2019

City of Cockburn
9 Coleville Crescent
SPEARWOOD WA 6163

Attention: Rachel Pleasant, Manager Strategic Planning

Dear Rachel

**REQUEST TO AMEND LOCAL DEVELOPMENT PLAN – REVISED DETAILED AREA PLAN –
STAGE 4C “SEASPRAY”**

The City of Cockburn is requested to amend the abovementioned Local Development Plan (LDP). The request is made in accordance with Clause 59(2) of the *Planning and Development (Local Planning Scheme) Regulations 2015*. Clause 59(2) states *A person who owns land in the area covered by a local development plan may request the local government to amend the plan.*

The request is made by Mid and Anita De Sousa, the owners of 9 Othello Quays. 9 Othello Quays is positioned on the southern side of Othello Quays in the northern part of Port Coogee's marina.

Background

1. The LDP applicable to the subject land and location, which includes Chelydra Point, is that referred to above – *Revised Detailed Area Plan – Stage 4C “Seaspray”*. The LDP contains provisions informing the design and development of new dwellings, including requirements in relation to the following matters:-

- Design;
- Setbacks;
- Height;
- Garages and access;
- Fencing;
- Lots levels; and
- Retaining walls.

The request to the City of Cockburn is in relation to fencing, specifically the height referred to in the LDP for side fencing either side of the rear setback.

The LDP states ... *The side boundary fence within the rear/side setback (4m) shall be a maximum height of 1.2m above the rear setback lot level (RL+1 .25m).*

2. The request follows the City's recent determination of DA19/0736.

Application was made to the City (for 9 Othello Quays) seeking retrospective approval for:-

- The erection of side boundary walls across the rear setback area 1.886m in height; and
- Several openings in the west side boundary wall.

The City granted conditional approval to the application, dated 5 December 2019. Condition 5 on the approval reads as follows ... *Within 90 days of the date of this approval the walls marked on the stamped approved plans shall be reduced in height to no greater than 1.2m above the existing natural ground level.*

The wall height for which approval was sought is very important to Mid and Anita. A comprehensive set of reasons explaining why were provided to the City for its consideration. Some of the reasons were specific to the scenario presenting at the rear of 9 Othello Quays, whilst some were general and considered fair, reasonable and relevant to the whole of the area covered by the LDP.

Additional Wall/Fence Height

7, 9 and 11 Othello Quays (Reasons Why)

In the case of Mid and Anita's property, the crucial area of concern related to the protection of privacy across their rear setback area, the objectives being:- the establishment of a space that is both functional and private, providing for a high level of use and amenity that is not compromised.

There are also a number of other reasons for a wall higher than provided for by the DAP, explained in detail below. Where these reasons are concerned, it is suspected they have informed the presence of a number of high side boundary walls already in the locality i.e. across the rear setback areas of properties.

Specific justification provided to the City in relation to 9 Othello Quays included the irregular configuration of lots extending from 9 to 17a Othello Quays. This situation is a by-product of an earlier subdivision, resulting in irregular shaped and narrower lots.

The result on the ground is the compression of rear setback areas, where living conditions have become tighter. There are also a number of circumstances where the rear or waterside portion of several lots overlaps the rear of land-locked lots. The main compromise where resident amenity is concerned is in the area of privacy and the protection of such.

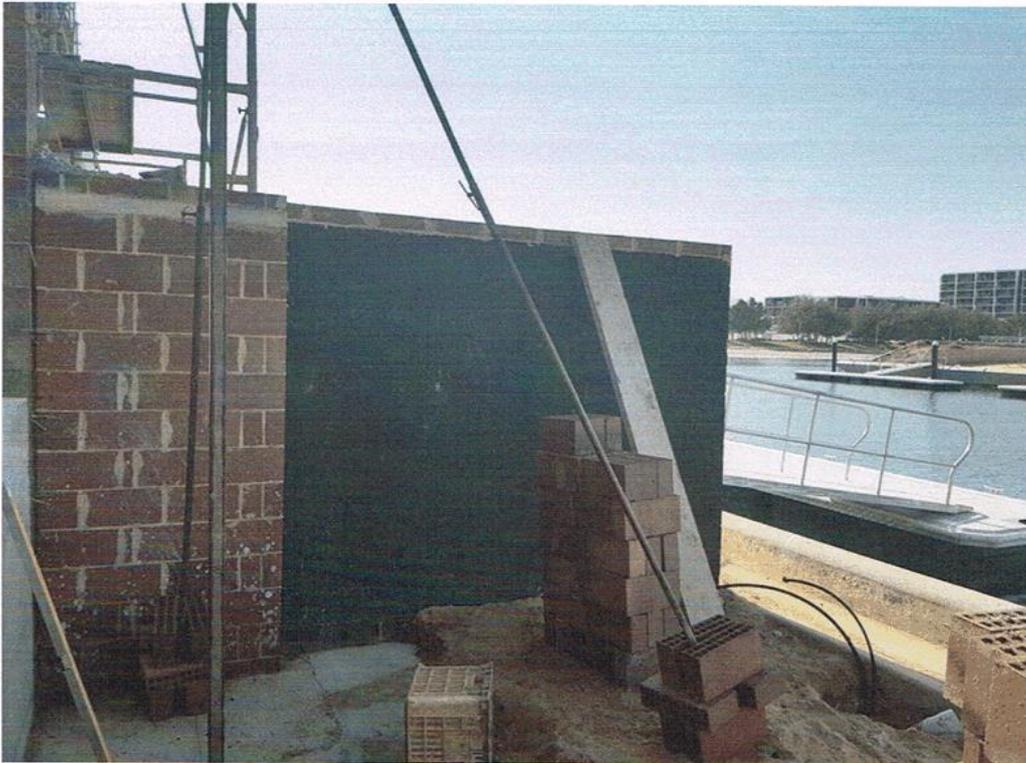


9-17A OTHELLO QUAYS, IRREGULAR SHAPED AND NARROWER LOTS (SOURCE COC INTRAMAPS).

At present, the outdoor living area to the rear of 9 Othello Quays is enclosed.

A wall enclosing the rear outdoor living area of the adjoining house to the east (7 Othello Quays) has been erected at a height greater than 1.2m. The additional height is agreed to by Mid, Anita and the adjoining property owner, with agreement based primarily around the protection of privacy and amenity.

The wall for which Mid and Anita sought approval is also in place, providing for the enclosure of their rear setback area. The wall is on the west side boundary of their property. In addition to protecting their privacy and the function of their property generally, this wall responds to what takes place at 11 Othello Quays.



EXISTING WALL, ENCLOSING THE WEST SIDE OF THE REAR OUTDOOR LIVING AREA TO 7 OTHELLO QUAYS, AGREED TO BY THE OWNERS OF THE PROPERTIES EITHER SIDE.

Mid and Anita seek to actively use their outdoor living area at the lower level in association with the use of the mooring at the rear of their property.

In accordance with their approval, an outdoor shower is positioned immediately next to the rear of 11 Othello Quays, necessitating a high level of privacy.

The mooring envelope to the rear 9 Othello Quays also extends across the rear of 11 Othello Quays (for almost the width of this lot). To this end, Mid and Anita are equally conscious of the amenity of their neighbours.

They are conscious of the extent to which the loss of privacy across both properties is likely to become a future issue, hence the application to increase the height of the wall on the common boundary.

The wall for which approval was sought also represents a direct response to the deck erected at the rear of the dwelling on 11 Othello Quays. The deck is positioned immediately above the rear of 9 Othello Quays, resulting in direct overlooking and the genuine compromise of privacy and amenity.



Generally (Reasons Why)

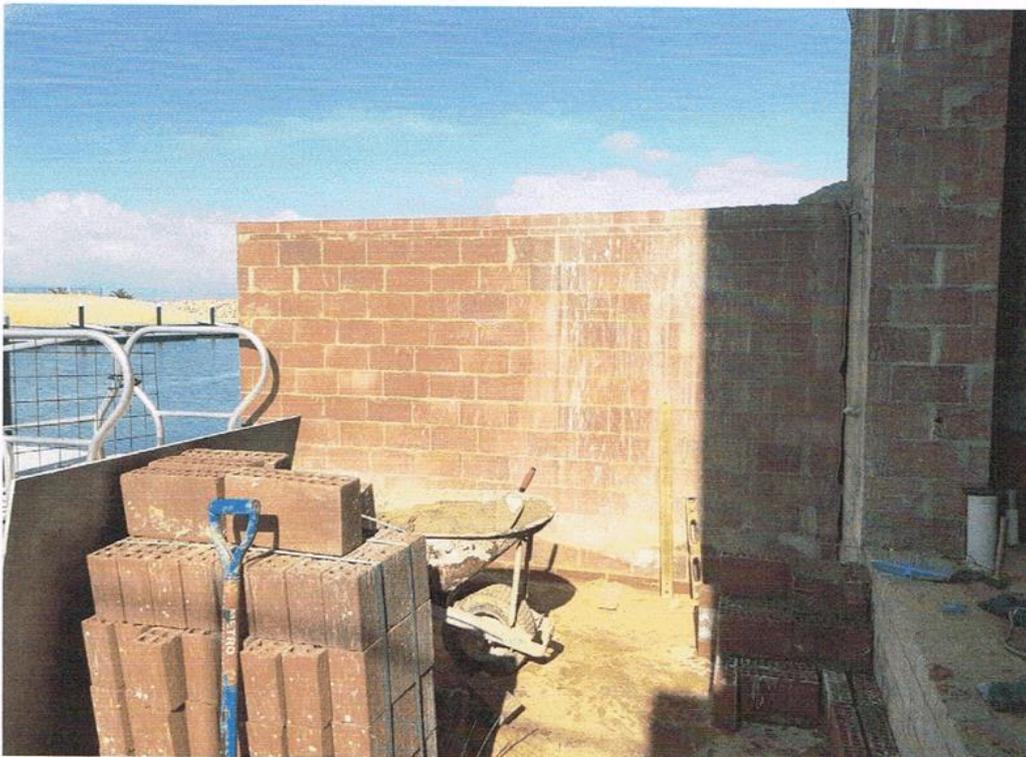
There are numerous examples of walls at increased heights in the Othello Quays/Chelydra Point precinct. As mentioned, it is suspected these walls are in place for the same or similar reasons Mid and Anita made application for the higher wall on their west side boundary.

Should the City advertise an amendment to the LDP providing for increased side wall/fence heights across the rear portions of property, a highly favourable response is considered likely. Existing higher walls in place have been erected to serve one or a number of functions. They look appropriate where they have been erected, integral to the design and appearance of the dwellings on the same parcel of land, and entirely acceptable in the context.

In addition to the protection of privacy and the safeguarding of amenity, it is expected the walls at the additional height have been erected for one or more of the following reasons:-

- Safety and security. Walls or a fence at 1.2m in height is not a deterrent to theft, crime or anti-social behaviour. At 1.8m or 2.0m in height, a wall or fence provides a greater deterrent;

- The safety of young children. At 1.8m or 2.0m in height, a side boundary wall or fence provides a more protective environment where the safety and protection of children are concerned. This point is submitted acknowledging three-quarters of the lots in the Othello Quays/Chelydra Point precinct interface with water, a known. The purpose of the suggestion is around the notion of establishing a more controlled environment where the safety of younger children are concerned; and
- Wind protection. Port Coogee is subject to two prevalent winds, a south-easterly and the south-westerly. Walls or a fence at the greater height can act as an effective barrier against wind. If suitable wind protection is in place there is a likelihood of increased use of affected outdoor living areas.



APPROVAL SOUGHT FOR THIS WALL, TO THE REAR OF 9 OTHELLO QUAYS. THE WALL IS SIMILAR TO MANY OTHER WALLS ON SIDE BOUNDARIES IN THE OTHELLO QUAYS/CHELYDRA POINT PRECINCT.

Conclusion

Planning requirements should be the subject of review where the merits for such can be developed and justified, warranting change. In the case of the subject LDP and the matter of fencing, this situation is considered to exist. Side boundary

walls or fencing at a height greater than prescribed is either in place or sought for one or more reasons.

In fact, walls or fences at the greater height are likely to provide a superior outcome viz a viz that is, the principle underlying lower height walls or fences. Whilst less height (division) between the rear setback areas of adjoining properties might provide for a more open appearance, the approach is considered counterproductive when it comes to the use of these spaces and activation of the marina waterways.

It is the reality most people seek an appropriate level of privacy when it comes to their outdoor living areas. Where there are side boundary fences in the LDP area greater in height than prescribed, the impact is considered negligible. The additional height does not result in an adverse or material impact, an observation that can be made with an inspection of the location.

Rather, these walls and fences at a greater height look appropriate. They serve one or several purposes and have taken place for good reason.

Accordingly, the City is requested to amend the LDP as it currently stands. Where the LDP refers to *The side boundary fence within the rear/side setback (4m) shall be a maximum height of 1.2m above the rear setback lot level (RL+1.25m)*, it is strongly recommended 1.2m be substituted with 2.0m. This change can take place without impact on the other requirements relating to fencing, these remaining the same.

If you have any questions in relation to the content of this letter or require further information, please contact the undersigned on 0400382445. If you would like to meet on-site to inspect the dwelling and location, this can be arranged via myself with Mid and his wife.

Yours sincerely

MW URBAN



Tony Watson

Cc Mid and Anita De Sousa (Owners)

14.5 STRUCTURE PLAN - LOTS 705 AND 707 ARMADALE ROAD, TREEBY

Author(s)	C Catherwood and L Dunstan
Attachments	1. Location Plan ↓ 2. Structure Plan Map ↓ 3. Schedule of Submissions ↓
Location	Lots 705 and 707 Armadale Road, Treeby
Owner	Perron Treeby Pty Ltd
Applicant	CLE Town Planning + Design
Application Reference	110/205

RECOMMENDATION

That Council

- (1) adopts the Schedule of Submissions prepared in respect to the proposed Structure Plan;
- (2) endorse the Bushfire Management Plan prepared by Bushfire Safety Consulting in respect of the proposed Structure Plan and dated 13 December 2019 (version 2).
- (3) pursuant to Schedule 2, Part 4, clause 20 of the deemed provisions of the Planning and Development (*Local Planning Schemes*) Regulations 2015, recommend to the Western Australian Planning Commission the proposed Structure Plan for Lots 705 and 707 Armadale Road, Treeby be approved subject to the following modifications –
 - i. Modify Part 1, 6 *Local Development Plans* to include the following further provisions:
 - *Lots that are affected by or likely to be affected by Aircraft Noise and require noise mitigation (as determined by the WAPC’s “Aircraft Noise Insulation for Residential Development in the Vicinity of Perth Airport” and the City’s Local Planning Policy 1.12).*
 - *Lots that are affected by a Bushfire Hazard as identified within the Bush Fire Management Plan (BPAD 2019).*
 - ii. Modify Part 1, 7.2 *Notifications on Title* to include the following provisions:
 - *c. This property is situated in the vicinity of Jandakot*

Airport and is currently affected, or may be affected in the future by aircraft noise. Noise exposure levels are likely to increase in the future as a result of an increase in the aircraft using the airport, changes in aircraft type, or other operational changes. Further information about aircraft noise is available from the Jandakot Airport website. Information regarding development restrictions and noise insulation requirements for noise-affected property is available on request from the relevant local government offices.

- *The requirement for notifications on the certificates of title of all lots subject to Quiet House construction standards as identified in the Acoustic Report supporting the Structure Plan (Herring Storer October 2019).*

iii. Modify Part 1 Section 5 to include the following:

Noise Wall

Prior to the first stage of subdivision approval, as identified in the Acoustic Report (Herring Storer October 2019), a noise wall is to be constructed to 2.4m along Armadale Road.

- (4) advise the landowners within the Structure Plan Area and those who made a submission of Council's recommendation accordingly.

Background

The Treeby District Structure Plan (TDSP) is the overarching plan to coordinate structure plans within this location. It comprises of land within Solomon Road, Armadale Road, Warton Road and Jandakot Road and was adopted by Council on December 2017. The District Structure Plan addresses housing density expectations, land use mix, and major road layouts. It is used to guide future structure planning of the area.

The remnant vegetation on the remaining portion of the land (approximately 12.3ha) will be part of Bush Forever Area Site 390 and is not proposed for urban development.

The proposal has recently been advertised and this report is to consider any submissions received and a recommendation which needs to be provided to the Western Australian Planning Commission (WAPC). The

Officer Recommendation is sent to the WAPC with a request for endorsement.

Submission

N/A

Report

The purpose of this report is for Council to consider a proposed Structure Plan for Lot 705 and 707 Armadale Road, Treeby that has been advertised for public comment; and to make a recommendation to the WAPC (refer Attachment 1 – Location Plan).

Proposal

The applicant, CLE Town Planning + Design, acts on behalf of the landowner, Perron Treeby Pty Ltd. The proposed structure plan relates to Lot 705 and 707 Armadale Road and will provide guidance to decision makers with respect to development and subdivision of land within the Structure Plan Area. The Structure Plans proposes predominantly residential zoned land, a local centre, a four hectare school site and a district level public open space site of 3.5 hectares. The Structure Plan nominates density ranges between R30 to R80 (refer Attachment 2 – Structure Plan Map).

The subject land has historically been used for sand quarrying and brick processing and is now proposed to create a new residential estate on the 48 ha portion which is zoned for urban development.

Subject Land

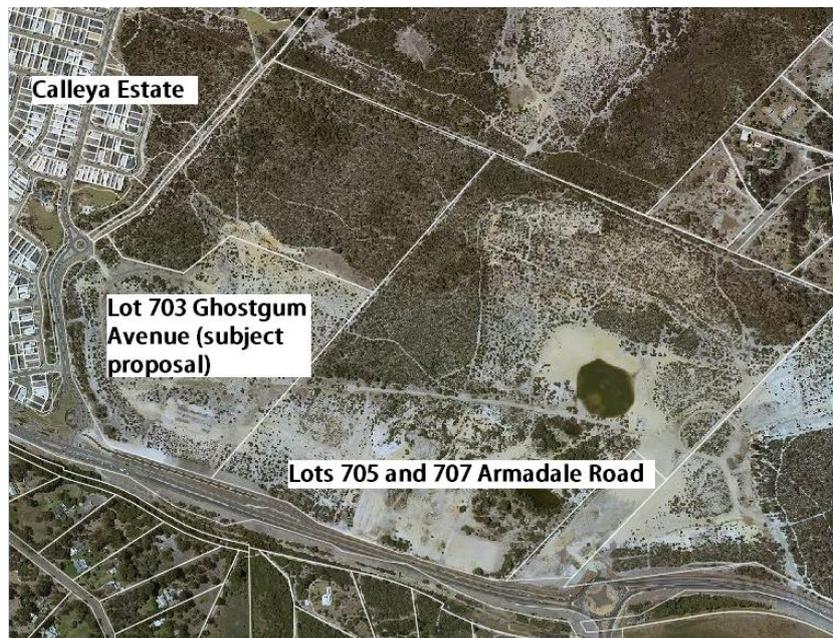
The proposed Structure Plan will apply to Lots 705 and 707 Armadale Road, Treeby. The subject land is zoned 'Urban' under the Metropolitan Region Scheme (MRS) and 'Development' under City of Cockburn Town Planning Scheme No. 3 (Scheme). It is also located within Development Contribution Area No. 13 (DCA 13).

The subject land is also impacted by two current proposed Town Planning Scheme Amendments which have both been adopted by Council for final approval, but are awaiting consideration by the Commission:

- Amendment No. 141, which seeks to introduce Development Contribution Plan 15 (Treeby East); and
- Amendment No. 146, which proposes to zone the land 'Development' zone and designate the land as Development Area 42 (DA 42)

The subject land is located within the TDSP, which broadly guides future structure planning for the locality. Specifically;

- broad land-use arrangement, buffers and any relevant targets (eg: density targets),
- coordination of major infrastructure (including schools, district water management, district movement networks, regional and district level open space/conservation areas, district recreation facilities),
- broad funding arrangements for improvements, potentially including the principles of a Development Contribution Plan.



Aerial Photo – Subject Land and Surrounds

Structure Plan Considerations

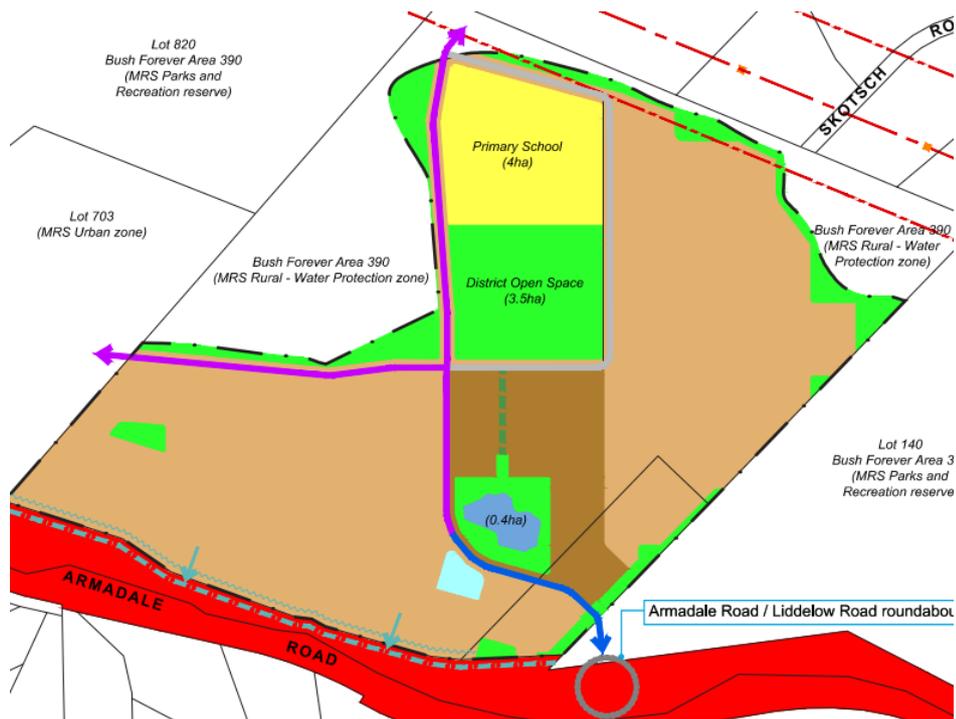
Alignment with the District Structure Plan

In general the proposed Structure Plan aligns to the TDSP, with the exception of the orientation of the school and oval, which has been 'flipped'. This alteration is considered an improvement as it moves the oval to a more central location within this landholding than currently provided (TDSP extract relevant to this land shown below):



Treeby District Structure Plan

It also brings the school closer to the northern landholding which makes it more central to the area it will be servicing (extract of proposed plan shown below):



Development contribution and additional infrastructure provisions

The proposed Structure Plan is subject to the provisions of Development Contribution Area 13 (DCA 13) and the recently Council endorsed Development Contribution Area 15 (DCA 15). DCP15 includes a proportion of the embellishment of the oval land and the clubhouse to be shared between Treeby and Jandakot developments.

Jandakot Road contribution requirements

In addition to the DCA 13 and DCA 15, the Treeby District Structure Plan (TDSP) makes provision for contributions towards Jandakot Road, given the importance of this road to facilitate future growth pursuant to what is fair and reasonable under State Planning Policy 3.6.

Responding to this requirement, the property has no direct abuttal of the road, but will obtain north-south access through adjacent Lot 131 Jandakot Road to the north. These lots and Lot 131 will be developed by the same developer, who is currently pursuing a voluntary legal agreement. Noted is that the Structure Plan does not require updating, as a process exists to contribute to Jandakot Road, pursuant to State Planning Policy 3.6 (SPP 3.6 – *Development Contributions for Infrastructure*).

Draft Scheme Amendment 141: Introduction of DCA15 (Treeby East)

As mentioned above, the proposed Structure Plan will be subject to contributions as part of the new DCA15. The City has initiated Scheme Amendment 141, which seeks a contribution from developers in the localities of Jandakot and Treeby towards the additional community infrastructure items as foreshadowed in the TDSP, including:

100% of the cost of 1 x single storey clubroom building of 590m² to be located on the same land as the playing field, comprising:

- Flexible spaces to accommodate a range of potential clubs/sports,
- Standard level of finishes and amenities for a public building,
- Associated car parking bays and access for 40 cars.

As well as the proportional cost of works to construct a multiple use playing field space capable of accommodating either:

- 1 x senior size football oval; or
- 2 x rectangular fields.

The cost of works is the cost over and above that of providing a neighbourhood park (which the developer of this land will pay the equivalent of as a 'subdivider obligation'). The cost of the land is

likewise a subdivider obligation (developers normally cede a minimum 10% public open space) and is not covered by the proposed DCA. The subject Structure Plan may be supported in the knowledge that contributions are being considered via appropriate mechanisms in accordance with SPP 3.6.

Draft Scheme Amendment 146: Introduction of Development Area 42 (DA42)

The subject proposal is located within the recently adopted Scheme Amendment No. 146 (determined by Council at its meeting held 12 March 2020). This amendment seeks to replace the existing 'Resource' zone with the 'Development' zone' which establishes the need for a structure plan (the subject proposal).

As part of the scheme amendment, the land will be identified within a special control area named Development Area 42 (DA42) on the scheme map and include specific provisions within Table 9 of TPS3 as follows:

1. An approved Structure Plan, together with all the 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. The Structure Plan is to provide for an appropriate mix of residential and compatible land uses,
3. The Structure Plan is to be provided to the Department of Biodiversity, Conservation and Attractions for consultation and comment as part of the advertising period.

This amendment was adopted by Council for final approval at the 12 March 2020 Ordinary Council Meeting and still requires the consideration of the Minister.

The Structure Plan meets the provisions proposed in the amendment.

Environmental Considerations

The City received comments during the assessment of Scheme Amendment No. 146 from the Department of Biodiversity, Conservation and Attractions (DBCA). Whilst a formal response on the Structure Plan was not received from the Department, the City considers it prudent to acknowledge the comments raised as part of Scheme Amendment No. 146, as they are relevant to planning considerations on the subject site. The DBCA advised the flora survey is out of date, given investigations occurred in 2012. The City considers that the remnant vegetation across the Structure Plan Area is essentially unchanged from 2012, when the previous flora survey was undertaken. With respect to these

matters the City further considers that a local level recommendation on the Structure Plan can still be provided to WAPC, who at their discretion can advise whether an additional survey is justified.

In support of this position it is noted that the structure plan report states the area is in “Degraded” and “Completely Degraded” condition (outside of a small pocket not suitable for retention). This pocket contains the only three specimens of *Caladenia huegelii* within the Structure Plan area.

Further, authorisation under the EPBC Act for the relocation of these specimens was granted by the Commonwealth in November 2013, and before relocation occurs, a Permit to Take *Declared Rare Flora* will need to be issued by the DBCA under the *Biodiversity Conservation Act 2016 (WA)*.

In the absence of a subdivision approval, all clearing, including of the pocket of vegetation containing the *Caladenia huegelii*, also requires a clearing permit. The clearing permit application must be accompanied by a flora survey. As such, there are appropriate procedures in place in respect of flora management.

Conclusion

Noting the recommendations, it is recommended the proposed Structure Plan be forward to the WAPC for approval.

Strategic Plans/Policy Implications

City Growth

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

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

Community, Lifestyle and Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Economic, Social and Environmental Responsibility

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

Leading and Listening

Provide for community and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management.

Budget/Financial Implications

N/A

Legal Implications

Planning and Development Act 2005

City of Cockburn Town Planning Scheme No. 3

Community Consultation

The proposal was advertised for a period of 21 days, commencing 20 February 2020 and ending 11 March 2020. Advertising consisted of a newspaper advertisement in the Cockburn Gazette and letters to surrounding landowners and affected government agencies.

A total of three submissions were received including one objection and two general comments from government agencies. All of the submissions are outlined and addressed (refer Attachment 3).

Risk Management Implications

The Officer Recommendation takes into consideration all the relevant planning factors associated with this proposal. It is considered that the Officer Recommendation is appropriate in recognition of making the most appropriate planning decision.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

Nil.



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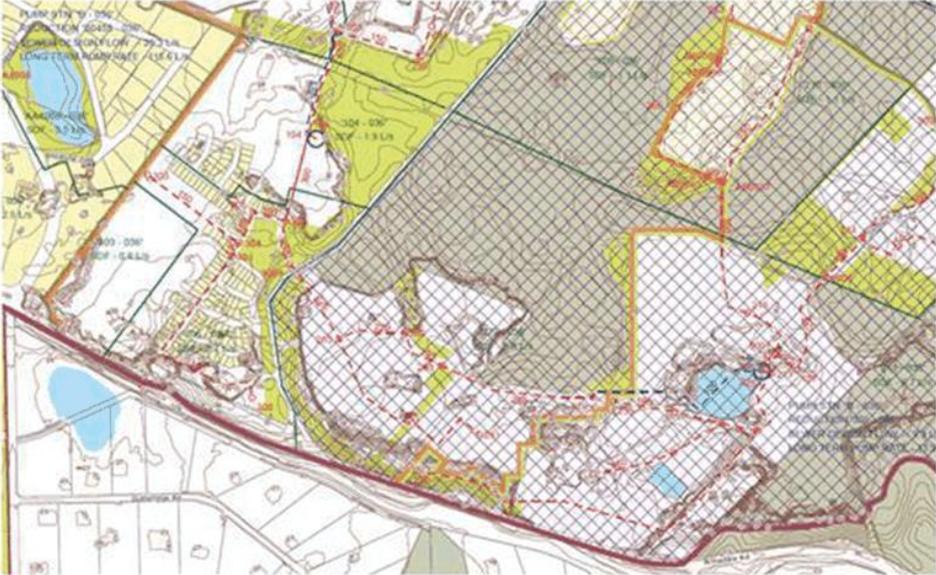
File No. 110/205

SCHEDULE OF SUBMISSIONS
PROPOSED STRUCTURE PLAN : Lot 705 (255) & Lot 707 Armadale Road Treeby

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
1	Confidential	<p>OBJECT I don't believe that the bushland forever will actually be that...I regularly drive past an area that for years was bushland forever within the City of Cockburn except now it's a housing estate!!</p>	<p>Bush Forever areas are protected by the State Government as reserves which cannot be developed. The proposal does not include the development of any Bush Forever areas.</p>
2	Water Corporation	<p>Water The subject area falls outside the approved planned water scheme area and therefore a reticulated potable water supply of a sufficient capacity is not immediately available. The water planning for the area (that has been rezoned from Rural – Water Conservation to Urban) has not been undertaken as yet. But there is some preliminary planning that I have attached below. The proposed new development may require headworks size water mains to be constructed. The headworks mains may be required to be constructed as part of the subdivision process of this or other proposed developments in the surrounding area. A route for the headworks mains will also be required, up to 20 metres wide. The route shall be in the form of a road reserve.</p>	<p>Following response from the Water Corporation, the City requested the applicant provide additional details with respect to the Local Water Management Strategy (LWMS), including the use of the Atwell Drain and subsoil drainage. The City's engineers are satisfied with the proposed LWMS.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>The map displays a residential neighborhood with a red boundary enclosing several blocks. Labels on the map include 'ANOKHOT' at the top, 'C-W03002' in the upper left, 'DN375' in the upper middle, 'C-W03536' in the middle right, 'DN300' in the lower middle, 'C-W03535' and 'DN375' in the lower left, and 'C-W00150' at the bottom. A red 'X' is marked on a road at the bottom. Other labels like 'Cockburn Centre', '37501', '37505', '37509', and '37515' are also visible.</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Protection of Water Sources The subject area falls within the Jandakot Underground Water Pollution Control Area (UWPCA). Developers within a UWPCA need to fulfill their legal responsibilities including those covering 'land use' planning, environmental, health and building permit matters. The Department of Water and Environmental Regulation is responsible for managing and protecting Western Australia's water resources. It is therefore recommended that this proposal is referred to the Department of Water and Environmental Regulation for assessment in accordance to the Land Use Compatibility in Public Drinking Water Source Areas publication if it has not been already.</p> <p>Wastewater It should be noted that approved wastewater planning for the area (that has been rezoned from Rural – Water Conservation to Urban) has not been undertaken as yet. But there is some preliminary planning that I have attached below.</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		 <p data-bbox="645 919 763 1011"><u>Preliminary</u> <u>Wastewater</u> <u>Planning</u> <u>Only</u></p> <p data-bbox="622 1019 1559 1281">According to the preliminary planning the subject area could fall within two catchments. The western portion of the subject area may be able to gravitate thru the adjacent land to the west to the existing Clementine Blvd pump station. A route via a road reserve would be required. The remaining portion of the subject area falls within a catchment with no permanent pump station. This would all need to be investigated in the review of the current planning. Therefore reticulated sewerage is not immediately available to serve the subject area. All sewer main extensions required for the development site should be laid within the existing and proposed road reserves, on the correct alignment and in</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>accordance with the Utility Providers Code of Practice.</p> <p>Consideration must be made to the location of the proposed pump station. The pump station will require appropriate land to be provided for the works and the odour buffer that will surround the works. A route for any headworks pressure mains will also be required, up to 20 metres wide. The route should be in the form of a road reserve.</p> <p>The location of the wastewater pump station is critical at the structure plan stage. It appears the proposed pump station may be located in a proposed park. We recommend that a meeting is arranged between the appropriate stakeholders. They could be the developer and or their representative, the Local Authority's Town Planning, Parks and Gardens representative, and Water Corporation. Could you please contact the enquiries officer to arrange the meeting?</p> <p>Drainage</p> <p>It appears from the LWMS that the subject area would like to connect into the Water Corporations drainage catchment to the south. If the developer decides to connect their drainage system south of Armadale Road (which has been discussed) then the area would be required to make drainage headworks contributions and the area would be asked to pay drainage rates in the future. Our drainage system can only take predevelopment flows. So the developer will need to compensate any additional flows on their own land.</p> <p>General Comments</p> <p>The developer is expected to provide all water and sewerage reticulation if required. A contribution for Water, Sewerage and Drainage headworks may also be required. In addition the developer may be required to fund new works or the upgrading of existing works and protection of all works. Water Corporation may also require land being ceded free of cost for works.</p> <p>The information provided above is subject to review and may change. If the proposal has not proceeded within the next 6 months, please contact us to confirm that this information is still valid.</p>	
3	Dept of Water & Environmental Regulation (DWER)	Consistent with <i>Better Urban Water Management (BUWM)</i> (WAPC, 2008) and policy measures outlined in <i>State Planning Policy 2.9: Water Resources</i> , the proposed Structure Plan should be supported by an approved Local Water	The LWMS is supported by the Water Corporation and the City of Cockburn,

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Management Strategy (LWMS) prior to finalising and supporting the Structure Plan.</p> <p>Appendix One Environmental Assessment Report. Section 5.4.1.1 The second paragraph on page 11 states that the Department will be changing the site from Priority 2 to Priority 3. This is incorrect. The site will be changed from P2 to P3* whereby the requirements of <i>Water quality protection note no. 38: Priority 3* (P3*) areas</i> shall apply. This includes land uses to be avoided and best management practices.</p> <p>Appendix Three Landscape Strategy. Section 3.3 - The Lake Park This section describes the retention of one of the groundwater expressions that was excavated during the previous land use activities on the site. The proposed design intent is to “exploit all the positive aspects of amenity that a lakes brings” including visual interest and sound of water. The Department has a position statement regarding artificial constructed lakes as it is an inefficient use of groundwater. In addition, cascading water also increases evaporation and again an inefficient use of groundwater. In 2019, a groundwater licence was issued stating that the lake will be used for irrigation purposes and includes an allocation to top up lake levels. The listed use on the licence therefore contradicts the uses detailed in this strategy.</p> <p>Appendix Three Landscape Strategy. Section 3.5 - The Interface with Bush Forever Please liaise and seek advice from the Department of Biodiversity, Conservation and Attractions regarding the interface between the proposed development, Bush Forever site and REW.</p> <p>Appendix Four Local Water Management Strategy Section 4.8.2 Groundwater Levels It is recommended that on-site groundwater monitoring continues to further define the winter peaks to inform the future urban water management plan (UWMP). Please also include the maximum groundwater levels (MGLs) for the future UWMP, rather than AAMGLs.</p> <p>Section 4.8.4 Groundwater and Lake Quality</p>	<p>including the recommendation to provide subsoil drainage (as a precautionary measure) to Atwell Drain. Notwithstanding, the applicant may be required to update aspects of the LWMS in line with DWER’s comments, prior to approval by the Western Australian Planning Commission (WAPC).</p> <p>The City has confirmed that there are no wetlands within the developable area of the subject proposal. The two water bodies within the area are not identified as ‘REW’s’ however clarification will be pursued in this regard with the WAPC.</p>

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>Within table 5, results for both shallow and deep bores are included. Please provide the depth of shallow and deep bores. Are the deep bores located in the confined aquifer?</p> <p>Section 5.1 Water Sustainability Initiatives Please provide written confirmation from the Water Corporation that the site can be serviced with potable water supply and wastewater servicing.</p> <p>Section 5.2.3 Modelling Results Include cross-sections within the figures of all infiltration areas illustrating all critical invert levels including the MGL and subsoil drainage.</p> <p>Section 5.3 Groundwater Management Again as detailed in previous emails, DWER has no reason to believe groundwater levels will rise requiring the need for subsoil drainage. Water will continue to be extracted from the Jandakot groundwater system (superficial and confined aquifers) as a low cost good quality water for Perth's integrated water supply scheme.</p> <p>Also, please include confirmation from the Water Corporation and the WAPC regarding any connections to Atwell Drain as per requirements of Ministerial Statements 45 and the subsequent 467.</p> <p>In addition, subsoil drainage is to pass through biofiltration mechanisms before entering into Atwell Drain due to some high levels of pollutants recorded in pre-development monitoring. Also, what are the expected flows from subsoil drainage into Atwell Drain?</p> <p>Section 5.4.1 Nutrient Source Controls Amended soils should also be used around subsoil drainage and underground storage cells to improve water quality.</p> <p>Section 6.2.4 Monitoring Program Proposed monitoring trigger values are 20% above the maximum reported value. This is not standard practice and allows higher post-development concentrations before any contingency actions are initiated. As the site is within Jandakot public drinking water source area, water quality management should be more carefully monitored and managed. The mean of the results captured from each bore should be the trigger value, not the maximum value plus 20%. In addition, how was the</p>	

NO.	NAME/ADDRESS	SUBMISSION	RECOMMENDATION
		<p>water level trigger determined?</p> <p>Table 12 Groundwater levels should be monitored monthly during the winter peak. Also, within reporting section please amend CoA to City of Cockburn.</p> <p>Table 13 How will the post-development phreatic line (by more than 1m) be measured? Also as detailed above, trigger value should not be 20% above the maximum recorded level which would allow greater post-development impact to water quality before contingency actions would be initiated.</p> <p>Figure 7 It appears that POS and road infrastructure are located within the REW's buffer. This is not supported. Please liaise with the Department of Biodiversity, Conservation and Attractions regarding the reduction in the wetland buffer. Amended soils to be used around subsoil drainage, underground storage and all other infiltration areas to assist with the protection and management of the Jandakot public drinking water source area. Include Engineering concept plans for subsoil drainage and its connection and integration with drainage infrastructure. This can be further refined at the UWMP stage. As above in comment no 7, include cross-sections of all infiltration areas illustrating critical invert levels (top water levels of small, minor and major events), MGL and subsoil drainage (if under infiltration areas).</p>	
4	Department of Transport	No comments	Noted.

14.6 ROAD DEDICATION FOR HAMMOND ROAD DUPLICATION PROJECT - PORTIONS OF LOT 837 CARNEGIE PARADE, LOT 8007 HAMMOND ROAD, LOT 500 BARTRAM ROAD AND LOT 500 BRANCH CIRCUS, SUCCESS.

Author(s)	B D'Sa
Attachments	<ol style="list-style-type: none">1. Acquisition Plan - Lot 837, Reserve 47250 Carnegie Parade, Success ↓2. Acquisition Plan - Lot 8007 Hammond Rd, Success ↓3. Acquisition Plan - Lot 500, Reserve 39181 Bartram Road, Success ↓4. Acquisition Plan - Lot 500 Branch Circus, Success ↓

RECOMMENDATION

That Council

- (1) pursuant to section 56 of the *Land Administration Act 1997*, request that the Minister for Lands dedicate:
 1. Approximately a 60sqm portion of Lot 837 Carnegie Parade, Success (Reserve 47250);
 2. Approximately a 68sqm portion of Lot 8007 Hammond Road, Success;
 3. Approximately a 84sqm portion of Lot 500 Bartram Road, Success (Reserve 39181), and;
 4. Approximately a 146sqm of Lot 500 Branch Circus, Success;
- (2) pursuant to section 158 of the *Planning and Development Act 2005*, request that the Western Australian Planning Commission dedicate approximately a 146sqm portion of Lot 500 Branch Circus, Success; and
- (3) indemnify the Minister for Lands and the Western Australian Planning Commission respectively against reasonable costs incurred in granting and undertaking the above requests.

Background

The widening of Hammond Road is one of several important road upgrade projects identified in the City's Regional and Major Roadworks 2018-2031 Map and the District Traffic Study 2018. The portion of Hammond Road between Branch Circus and Bartram Road was proposed to be widened from single to dual lane in 2022/2023, however as a result of the City obtaining State Government funding towards the duplication, the project has now been brought forward to 2020/2021.

The estimated costs for the road upgrade indicate a construction value of approximately \$8M. Funding mechanisms include the City's Development Contribution Plan 'DCA1 Success North' which relates to the 'Contribution towards widening and upgrading of Hammond Road, between Beeliar Drive and Bartram Road, Success.' The DCA was established in 2002 and since this time various developments along the alignment consistent with the DCA requirements have contributed towards the project, including the ceding of land to the City, consistent with the alignment identified when the DCA was established.

The City's final design to duplicate Hammond Road (from Branch Circus to Bartram Road) has resulted in the need for further land beyond the road reserve boundary, initially identified under the Metropolitan Regional Scheme Amendment in 1994. This is due to road engineering requirements having evolved and the impact on the land requirements as a result having changed.

As a result it is necessary to initiate a land acquisition process involving sixteen properties. Each of these landowners have been contacted by the City over the last six months and a collaborative process undertaken to inform a design that meets engineering requirements, while attempting to minimise impact on landowners. The design process is in its final stages and the City has progressed entering into agreements with landowners.

The sixteen properties and the required portions of land are summarised below:

Land parcels in Success	Land required (m2)
210 (Lot 6) Hammond Road	1,058
53 (Lot 812) Banning Avenue	2,831
222 (Lot 7) Hammond Road	247
275 (Lot 14) Hammond Road	1,469
1 (Lot 125) Darlot Avenue	183
256 (Lot 126) Hammond Road	179
304 (Lot 22) Hammond Road	443
Lot 82 Carmel Way	500
Lot 81 Darlot Avenue	200
Lot 23 Hammond Road	670
Lot 41 Hammond Road	578
Lot 50 Hammond Rd	140
Reserve 47250 (Lot 837) Carnegie Parade	60
Lot 8007 Hammond Road	68
Reserve 39181 (Lot 500) Bartram Road	1229
Lot 500 Branch Circus	146
Total land area	= 10,001

Three of the properties are crown land parcels owned by the State of Western Australia and managed by Department of Planning Lands and Heritage (DPLH), and one of the properties is owned by the Western Australian Planning Commission (WAPC). DPLH and WAPC have advised the City respectively that they are willing to cede the required portions of land free of cost as road reserve via the legislative/statutory process of road dedication.

Landowner	Land parcels	Land required (m2)	Attachment
State of WA (Mgt Order: City of Cockburn)	Reserve 47250 (Lot 837) Carnegie Parade	60	1
State of WA (Mgt Order: City of Cockburn)	Lot 8007 Hammond Road	68	2
State of WA (Department of Planning Lands and Heritage)	Reserve 39181 (Lot 500) Bartram Road	1229	3
WAPC	Lot 500 Branch Circus	146	4

The purpose of this report is to satisfy statutory requirements of the road dedication process and obtain a resolution from Council to cede the portions of land as road reserve.

A future Council report(s) will be submitted to address the acquisition of the required land for the remaining twelve landowners in the coming months, as agreements are reached.

Submission

N/A

Report

The City's Engineering team has finalised the design to duplicate Hammond Road (from Branch Circus to Bartram Road) and ascertained that the City will be required to purchase land for road reserve from sixteen properties, three of which are owned by the State of Western Australia (DPLH) and one which is owned by WAPC.

DPLH and WAPC have advised the City each party are willing to dedicate their relevant portions of required land as road reserve at nil cost to the City, pursuant to section 56 of the *Lands Administration Act 1997* (LAA) in conjunction with regulation 8 of the *Land Administration Regulations 1998* (LAR), and section 168(3) of the *Planning and Development Act 2005* (PDA) respectively. The City will only be required to cover the relevant surveying and project costs.

In summary, the procedural requirements for the dedication of a road include:

- a) The City appointing a surveyor to prepare a deposited plan showing the required portion of land to be subdivided as road reserve. The City is responsible for covering these costs,
 - b) The City consulting with relevant stakeholders or parties with an interest in the land. In the case of Lot 500 Branch Circus, the City is also required to obtain agreement from Department of Biodiversity, Conservation and Attractions (DBCA) as this lot is comprised within the Beeliar Regional Park,
 - c) Council resolving to approve the road dedication, and
 - d) The City indemnifying the Minister from all costs incurred throughout the road dedication process. The City agreeing to meet all costs associated with the installation or replacement of appropriate fencing along the new lot boundary, installation of new firebreaks as required, and making good the land after the construction of the road,
- and;
- e) The City requesting the Minister of Lands/WAPC dedicate the land pursuant to the relevant legislation.

Once the above listed steps are fulfilled, DPLH and WAPC respectively will review the City's request, and if approved, will lodge the relevant paperwork at Landgate to facilitate the subdivision and road dedication.

By obtaining these additional areas of land from DPLH and WAPC as road reserve, the City will then be able to proceed with its intended road design for widening Hammond Road. Should there be no major delays to this project; the City is anticipating road construction to commence from October 2020.

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.

Moving Around

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

Improve connectivity of transport infrastructure.

Budget/Financial Implications

While there will be no land acquisition cost associated with acquiring the relevant portions of land as road reserve (as the land is being ceded at nil cost by DPLH and WAPC respectively), there will be costs incurred for surveying fees in creating new deposited plans and any make-good costs to the land. The City estimates the total costs to be approximately \$20,000 (GST inc.) to be covered by the Engineering budget for this project - WC01208.

Legal Implications

The City has considered the relevant parts of section 56 *Lands Administration Act 1997*, Regulation 8 *Land Administration Regulations 1998* and Section 168(3) *Planning and Development Act 2005*.

Community Consultation

The City will be creating a 'Comment on Cockburn' or website page in May 2020 for the Hammond Road Duplication Project which will keep the community informed of the timeframes for construction and potential road closures, if applicable.

Risk Management Implications

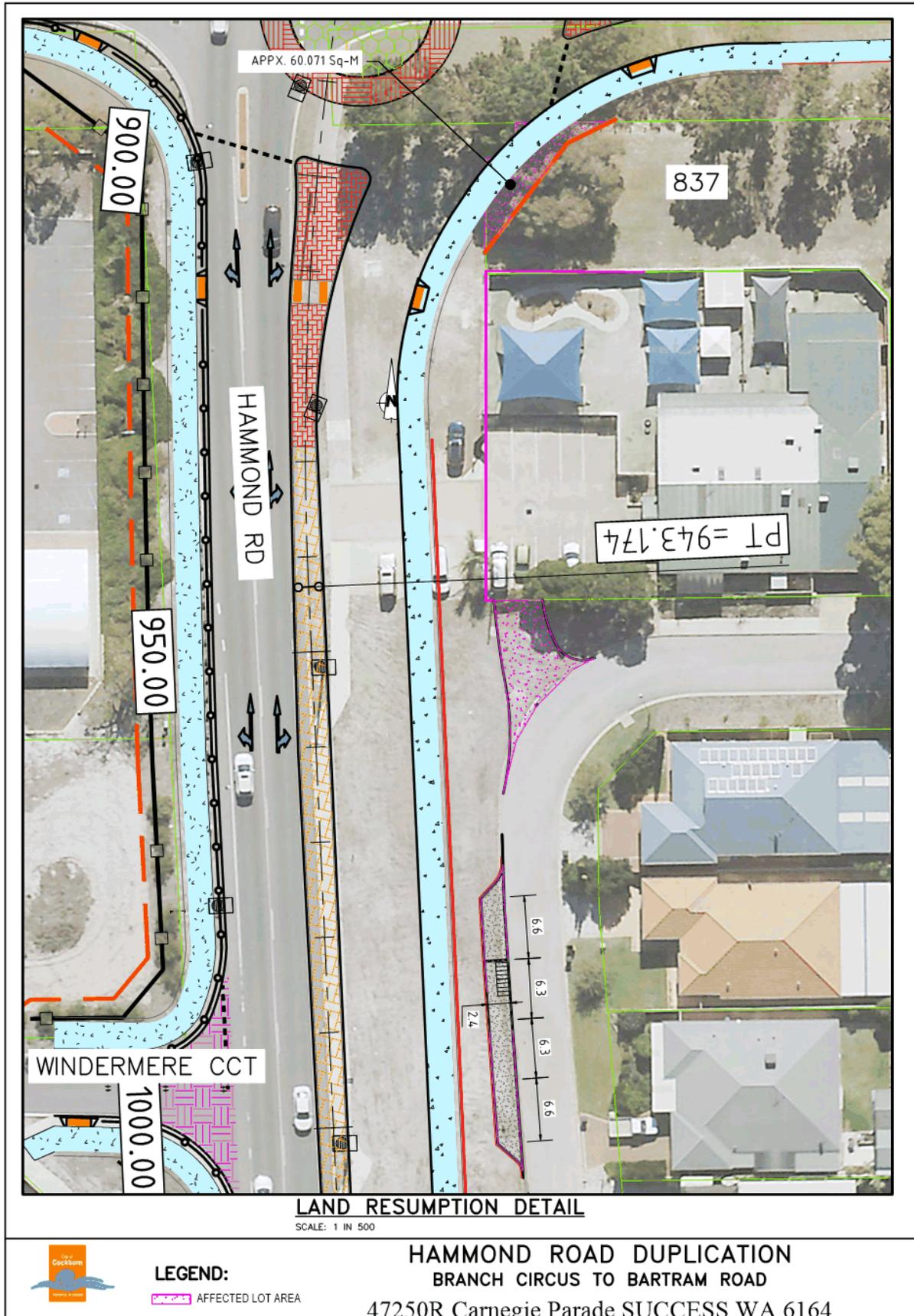
The risk to the City, if the Council decision is to defer or not support the recommendation, is that the City will be delayed in commencement of road construction and that the City will not have sufficient land to widen Hammond Road.

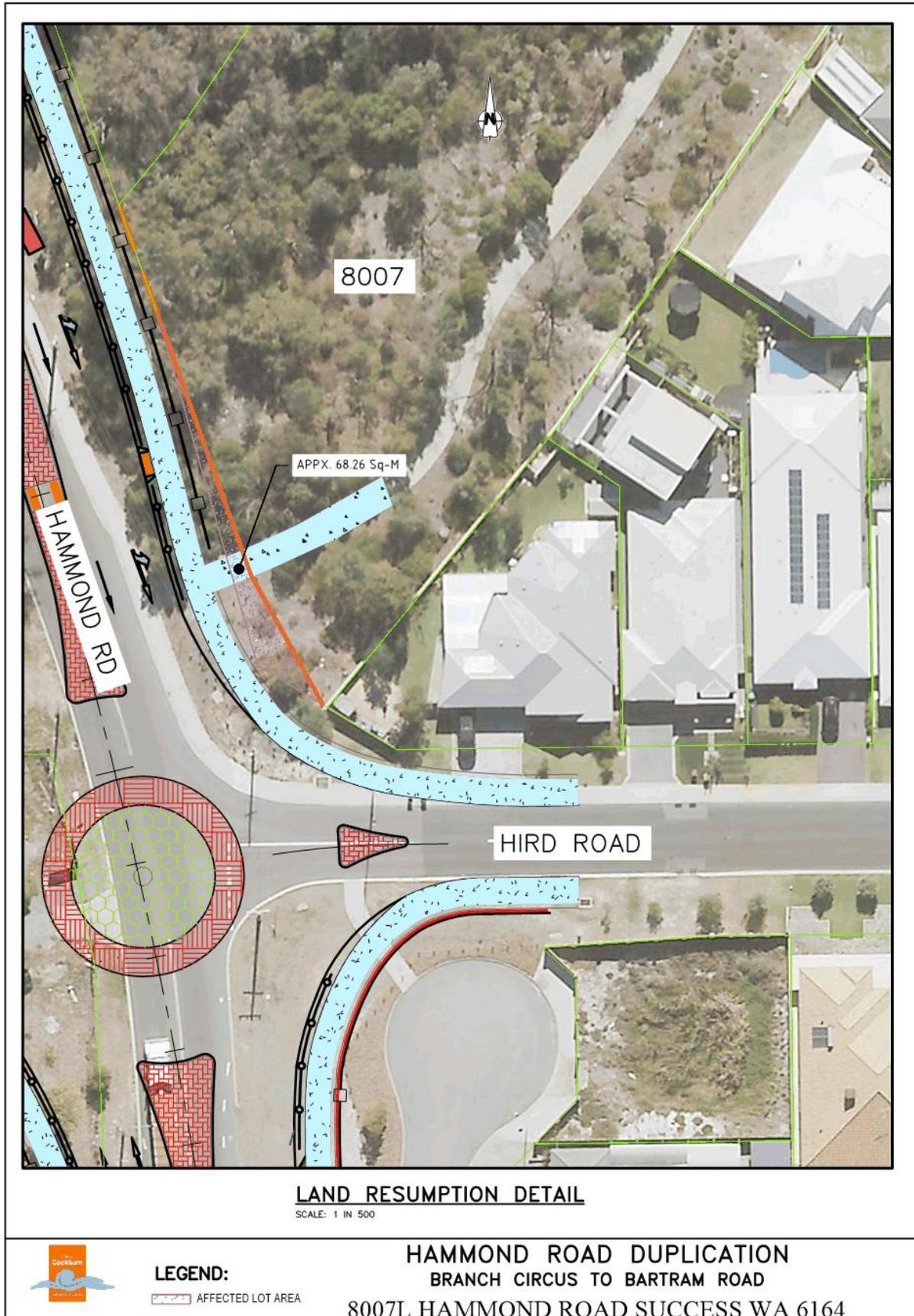
Advice to Proponent(s)/Submitters

N/A

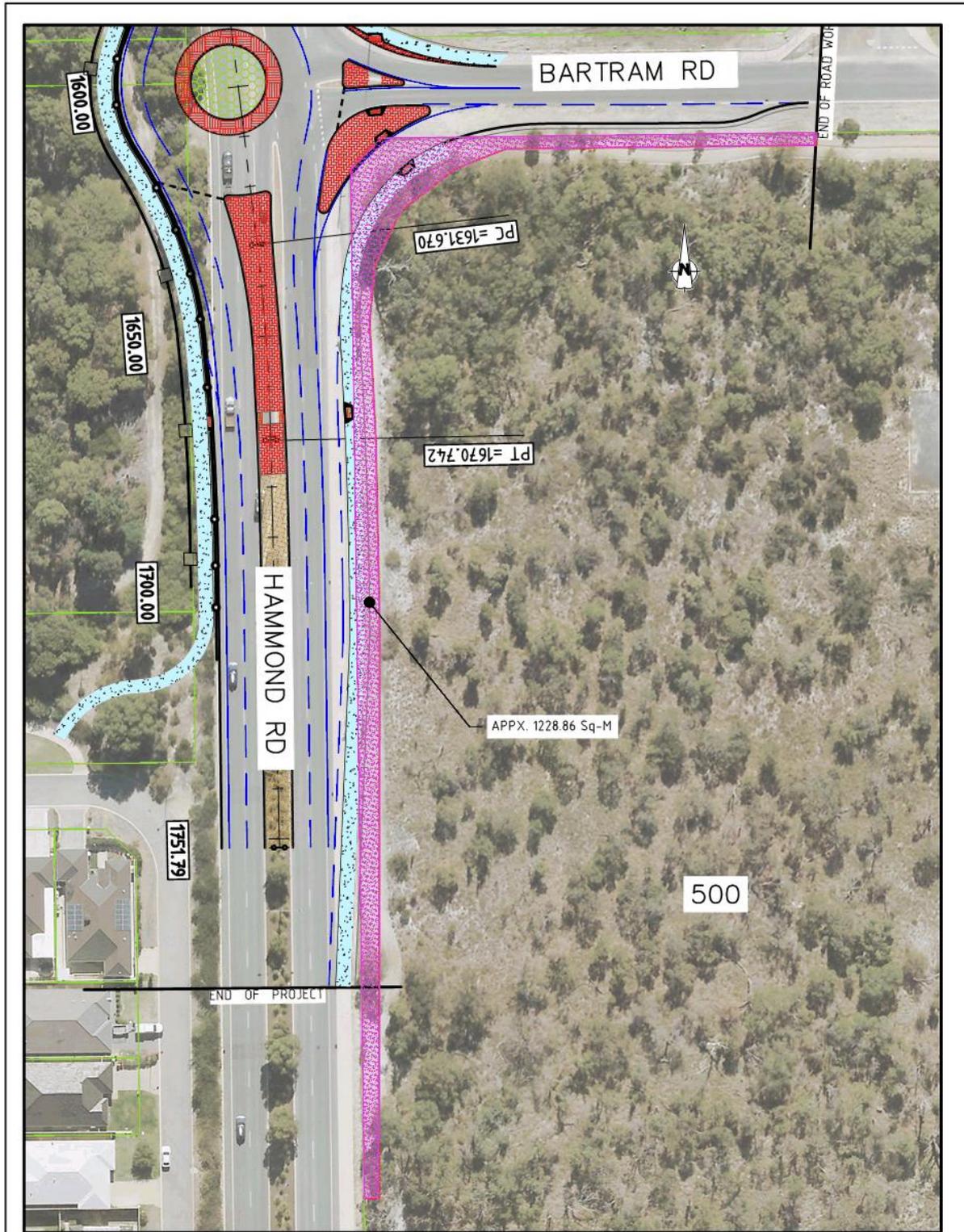
Implications of Section 3.18(3) *Local Government Act 1995*

Nil





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LAND RESUMPTION DETAIL

SCALE: 1 IN 1000 (UPDATED ON 6TH FEB 2020)

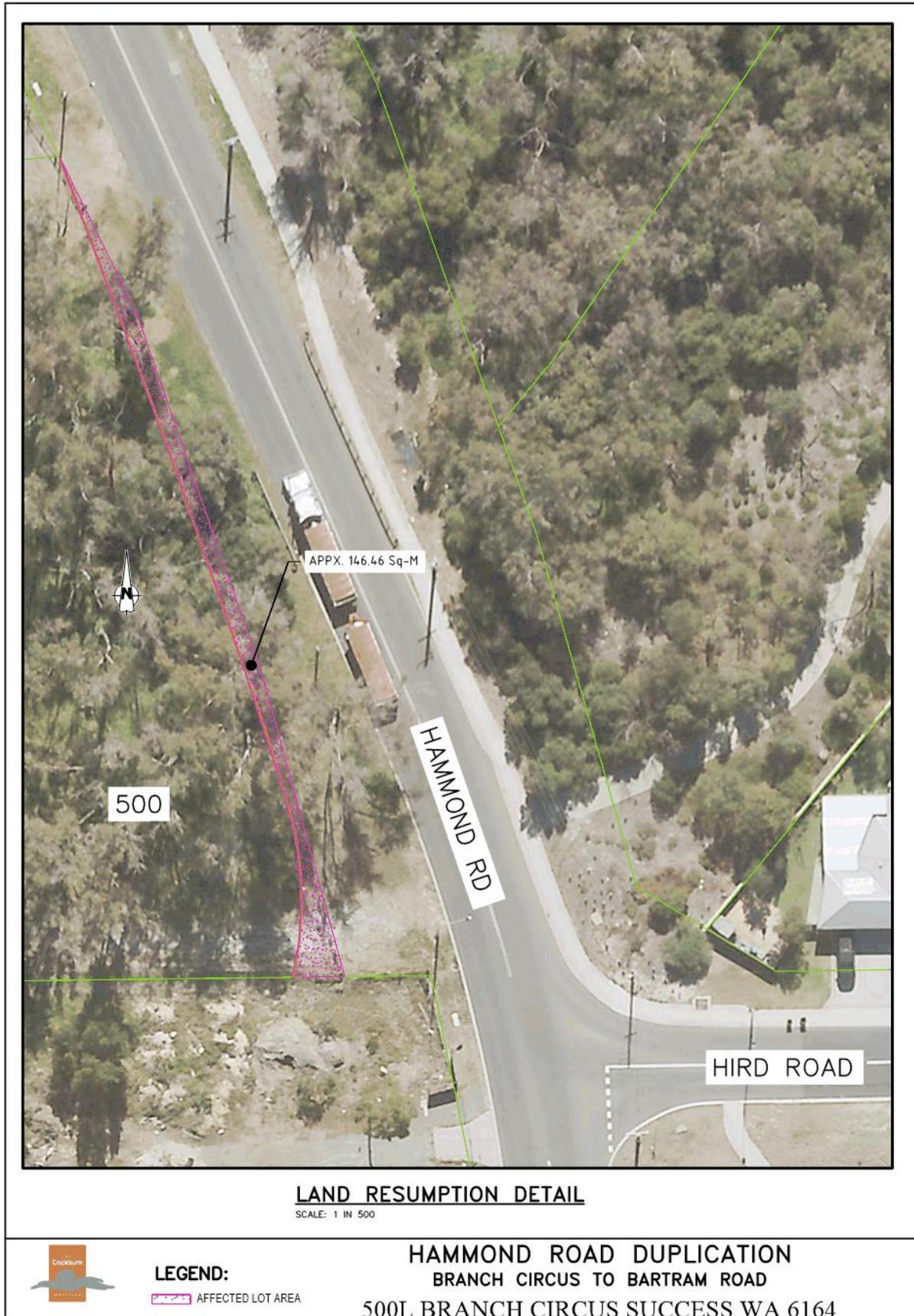


LEGEND:

 AFFECTED LOT AREA

HAMMOND ROAD DUPLICATION
BRANCH CIRCUS TO BARTRAM ROAD
 39181R Bartram Road SUCCESS WA 6164

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15. FINANCE & CORPORATE SERVICES DIVISION ISSUES

15.1 PAYMENTS MADE FROM MUNICIPAL AND TRUST FUND - FEBRUARY 2020

Author(s) S Ng

Attachments 1. [Payments Listing February 2020](#) ↓
2. [Credit Cards Listing February 2020](#) ↓

RECOMMENDATION

That Council receive the list of payments made from the Municipal and Trust funds for February 2020, as attached to the Agenda.

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

A listing of payments made during February 2020 with a net total of \$10.28 million is attached to the agenda for review. This comprises:

- EFT payments list (trade suppliers and others) - \$7,286,512.83;
- Payroll payments summary - \$2,894,405.97;
- Corporate credit card expenditure - \$79,641.35; and
- Bank transaction fees - \$16,514.48

Also attached is a separate listing of credit card spending during the month of January (settled in February), grouped by each card holder. This includes transaction details for the acting CEO spend of \$755.50. This is reported in line with an Office of the Auditor General better practice recommendation.

Strategic Plans/Policy Implications

Leading and 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 and 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 under delegation in meeting its contractual obligations. This is a statutory requirement and allows Council to review and question any payment that has been made.

Advice to Proponent(s)/Submissioners

N/A

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

Nil

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF127403	26987	CTI RISK MANAGEMENT	SECURITY - CASH COLLECTION	4/02/2020	758.80
EF127404	27499	HODGE COLLARD PRESTON ARCHITECTS	ARCHITECTS	4/02/2020	3,224.38
EF127405	27808	CAMMS	SOFTWARE	4/02/2020	79,750.00
EF127406	27492	SUPERCHOICE SERVICES PTY LIMITED	PAYROLL DEDUCTIONS	14/02/2020	574,139.29
EF127407	10152	AUST SERVICES UNION	PAYROLL DEDUCTIONS	11/02/2020	1,115.60
EF127408	10154	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	11/02/2020	465,548.00
EF127409	10305	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	11/02/2020	1,734.54
EF127410	11001	LOCAL GOVERNMENT RACING & CEMETERIES EMPLOYEES UNION	PAYROLL DEDUCTIONS	11/02/2020	102.50
EF127411	11857	CHAMPAGNE SOCIAL CLUB	PAYROLL DEDUCTIONS	11/02/2020	436.00
EF127412	11860	455 CLUB	PAYROLL DEDUCTIONS	11/02/2020	16.00
EF127413	19726	HEALTH INSURANCE FUND OF WA	PAYROLL DEDUCTIONS	11/02/2020	1,524.05
EF127414	25987	TOYOTA FLEET MANAGEMENT	PAYROLL DEDUCTIONS - NOVATED LEASE	11/02/2020	808.14
EF127415	27874	SMARTSALARY	SALARY PACKAGING/LEASING ADMINISTRATION	11/02/2020	10,939.54
EF127416	99999	AARON PHILLIP MONK	RATES REFUND	11/02/2020	1,595.35
EF127417	99999	ANDREW JONES AND CATHERINE TURNBULL	RATES REFUND	11/02/2020	1,590.87
EF127418	99999	WATER CORPORATION	RATES REFUND	11/02/2020	1,848.10
EF127419	99999	CHRISTOPHER & UNA LEED	RATES REFUND	11/02/2020	882.34
EF127420	99999	FAST SETTLEMENTS	RATES REFUND	11/02/2020	496.57
EF127421	99999	COLLIERS INTERNATIONAL (WA) PTY LTD	RATES REFUND	11/02/2020	2,628.10
EF127422	99999	ROBERT SON HAYLES LAWYERS	RATES REFUND	11/02/2020	390.66
EF127423	99999	MGM SETTLEMENTS	RATES REFUND	11/02/2020	863.84
EF127424	99999	GERLYNE QUEEN AGUILA	RATES REFUND	11/02/2020	72.00
EF127425	99999	CROMPTON HOLDINGS PTY LTD	RATES REFUND	11/02/2020	3,666.00
EF127426	88888	ERIC POWELL	BOND REFUND	11/02/2020	2,875.00
EF127427	88888	ANTONIO MERLINO	BOND REFUND	11/02/2020	500.00
EF127428	88888	CAROL REEVE-FOWKES	LOCAL GOVERNMENT ELECTION REFUND	11/02/2020	80.00
EF127429	88888	DEREK BRYANT	BOND REFUND	11/02/2020	500.00
EF127430	88888	MLADEN AND LILJANA GASPER	BOND REFUND	11/02/2020	2,000.00
EF127431	88888	SYMBOLISE HOLDINGS PTY LTD	BOND REFUND	11/02/2020	33,242.00
EF127432	88888	JOHN SELLS	BOND REFUND	11/02/2020	500.00
EF127433	99997	MARK NEIL	CROSSOVER CONTRIBUTION MARK NEIL	11/02/2020	300.00
EF127434	99997	EMILLIE HANNAM	FOI REFUND	11/02/2020	30.00
EF127435	99997	EDDY MILLER	BIRD BATH REBATE - EDDY MILLER	11/02/2020	9.50
EF127436	99997	MARK SMITH	CROSSOVER REBATE 32 PRESTON DR MUNSTER	11/02/2020	300.00
EF127437	99997	BGC RESIDENTIAL PTY LTD	CROSSOVER CONTRIBUTION- 5 RUE PLACE	11/02/2020	300.00
EF127438	99997	MRS DP & MR VA ROMAGNOLO	BIRD BATH REBATE - VINCENZO ROMAGNOLO	11/02/2020	40.00
EF127439	99997	SHANNON WILLMER	BIRD BATH REBATE - SHANNON WILLMER	11/02/2020	15.00
EF127440	99997	SD AND CA CREW	BIRD BATH REBATE - CHRISTINE CREW	11/02/2020	19.00
EF127441	99997	LORISSA CUMOW	COMPOST BIN REBATE - L CURNOW	11/02/2020	50.00
EF127442	99997	DANIEL MARIO LOMBARDO	COMPOST BIN REBATE - D LOMBARDO	11/02/2020	50.00
EF127443	99997	KARIN M FARR	REFUND - FITNESS PASS MEMBERSHIP	11/02/2020	77.80
EF127444	99997	SARAH WILLEY	BIRD BATH REBATE - S WILLEY	11/02/2020	45.00
EF127445	99997	JACQUELINE JOHNSON	BIRD BATH REBATE - J JOHNSON	11/02/2020	39.95
EF127446	99997	JENNIFER LEE FOOTE	COMPOST BIN REBATE - JL FOOTE	11/02/2020	45.00
EF127447	99997	DEREK WILLIAM PAPPIN	COMPOST BIN REBATE - D PAPPIN	11/02/2020	50.00
EF127448	99997	JANDAKOT VOLUNTEER BUSH FIRE BRIGADE	INVOICE 302	11/02/2020	65.44
EF127449	99997	WICKRAMARATHNE WICKRAMARACHIGE	COMPOST BIN REBATE - W WICKRAMARATHNE	11/02/2020	50.00
EF127450	99997	PINEVIEW COMMUNITY KINDEGARTEN	CULTURAL GRANT	11/02/2020	5,000.00
EF127451	99997	STEVEN BLAINE	COMPOST BIN REBATE - S BLAINE	11/02/2020	50.00
EF127452	99997	ELLA K ROGERS	COMPOST BIN REBATE - E ROGERS	11/02/2020	50.00
EF127453	99997	MARTIN MCKINNEY	COMPOST BIN REBATE - MARTIN MCKINNEY	11/02/2020	50.00

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF127454	99997	JAYMES BALL	COMPOST BIN REBATE - JAYMES BALL	11/02/2020	50.00
EF127455	99997	BELLA HICKS	COCKBURN ARC REFUND REQUEST - BELLA	11/02/2020	27.90
EF127456	99997	ROBERTA BUNCE	REIMBURSEMENT FOR LUNCH	11/02/2020	27.12
EF127457	99997	BEATE RUUCK	BIRD BATH REBATE - B RUUCK	11/02/2020	47.25
EF127458	99997	CENTREPOINT CHURCH	SMALL EVENTS SPONSORSHIP	11/02/2020	3,300.00
EF127459	99997	MASON BAGIES	CROSSOVER CONTRIBUTION - MASON BAGIOS	11/02/2020	150.00
EF127460	99997	CURTIN UNIVERSITY	INV 10003821 SA SP11385	11/02/2020	2,453.50
EF127461	99997	SUE-EE LAI	EMPLOYEE OF THE YEAR - S LAI	11/02/2020	152.90
EF127462	10047	ALINTA ENERGY	NATURAL GAS & ELECTRCITY SUPPLY	11/02/2020	2,751.15
EF127463	11794	SYNERGY	ELECTRICITY USAGE/SUPPLIES	11/02/2020	389,815.18
EF127464	12025	TELSTRA CORPORATION	COMMUNICATIONS SERVICES	11/02/2020	35.00
EF127465	10032	ADVANCED TRAFFIC MANAGEMENT (WA) PTY LTD	CONTROLLERS AND SIGNS	11/02/2020	3,389.10
EF127466	10035	ADVENTURE WORLD	ENTERTAINMENT SERVICES	11/02/2020	972.00
EF127467	10058	ALSCO PTY LTD	HYGIENE SERVICES/SUPPLIES	11/02/2020	293.07
EF127468	10118	AUSTRALIA POST	POSTAGE CHARGES	11/02/2020	22,021.56
EF127469	10180	DORMA AUSTRALIA PTY LTD	AUTOMATIC DOOR SERVICES	11/02/2020	220.00
EF127470	10184	BENARA NURSRIES	PLANTS	11/02/2020	9,828.20
EF127471	10201	BIG W DISCOUNT STORES	VARIOUS SUPPLIES	11/02/2020	80.00
EF127472	10207	BOC GASES	GAS SUPPLIES	11/02/2020	455.79
EF127473	10212	BOSS BOLLARDS	SECURITY PRODUCTS	11/02/2020	258.50
EF127474	10248	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE SUPPLIES	11/02/2020	770.60
EF127475	10255	CABCHARGE AUSTRALIA PTY LTD	CABCHARGES	11/02/2020	533.46
EF127476	10287	CENTRELINE MARKINGS	LINEMARKING SERVICES	11/02/2020	1,375.00
EF127477	10359	COCKBURN PAINTING SERVICE	PAINTING SUPPLIES/SERVICES	11/02/2020	2,708.00
EF127478	10368	COCKBURN WETLANDS EDUCATION CENTRE	COMMUNITY GRANT	11/02/2020	625.00
EF127479	10375	VEOLIA ENVIRONMENTAL SERVICES	WASTE SERVICES	11/02/2020	11,328.60
EF127480	10459	DAVID GRAY & CO PTY LTD	MOBILE GARBAGE BINS	11/02/2020	438.90
EF127481	10483	LANDGATE	MAPPING/LAND TITLE SEARCHES	11/02/2020	471.60
EF127482	10526	E & MJ ROSHER PTY LTD	MOWER EQUIPMENT	11/02/2020	42,402.90
EF127483	10535	WORKPOWER INCORPORATED	EMPLOYMENT SERVICES - PLANTING	11/02/2020	5,182.21
EF127484	10537	EDART SUPPLIES	ART/CRAFT SUPPLIES	11/02/2020	218.03
EF127485	10580	FC COURIER S	COURIER SERVICES	11/02/2020	1,048.07
EF127486	10597	FLEXI STAFF PTY LTD	EMPLOYMENT SERVICES	11/02/2020	11,016.34
EF127487	10726	HOLTON CONNOR ARCHITECTS & PLANNERS	ARCHITECTURAL SERVICES	11/02/2020	4,999.20
EF127488	10888	LJ CATERERS	CATERING SERVICES	11/02/2020	3,808.88
EF127489	10938	MAXWELL ROBINSON & PHELPS	PEST & WEED MANAGEMENT	11/02/2020	1,438.81
EF127490	10944	MCLEODS	LEGAL SERVICES	11/02/2020	13,231.32
EF127491	10991	BEACON EQUIPMENT	MOWING EQUIPMENT	11/02/2020	1,154.20
EF127492	11038	NORTHLAKE ELECTRICAL	ELECTRICAL SERVICES	11/02/2020	24,211.23
EF127493	11208	QUICK CORPORATE AUSTRALIA PTY LTD	STATIONERY/CONSUMABLES	11/02/2020	1,894.86
EF127494	11244	RESEARCH SOLUTIONS PTY LTD	RESEARCH SERVICES	11/02/2020	10,711.69
EF127495	11307	SATELLITE SECURITY SERVICES PTY LTD	SECURITY SERVICES	11/02/2020	1,179.20
EF127496	11308	BOSS INDUSTRIAL FORMALLY SBA SUPPLIES	HARDWARE SUPPLIES	11/02/2020	5,556.20
EF127497	11331	SHAWMAC PTY LTD	CONSULTANCY SERVICES - CIVIL	11/02/2020	6,160.00
EF127498	11334	SHENTON ENTERPRISES PTY LTD	POOL EQUIPMENT/SERVICES	11/02/2020	19,504.01
EF127499	11425	SOUTHERN METROPOLITAN REGIONAL COUNCIL	WASTE DISPOSAL GATE FEES	11/02/2020	2,160.00
EF127500	11459	SPEARWOOD VETERINARY HOSPITAL	VETERINARY SERVICES	11/02/2020	237.00
EF127501	11483	ST JOHN AMBULANCE AUST WA OPERATIONS	FIRST AID COURSES	11/02/2020	903.99
EF127502	11557	TECHNOLOGY ONE LTD	IT CONSULTANCY SERVICES	11/02/2020	2,352.90
EF127503	11619	TITAN FORD	PURCHASE OF VEHICLES & SERVICING	11/02/2020	320.00
EF127504	11625	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	11/02/2020	3,885.76

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF127505	11667	TURFMASTER FACILITY MANAGEMENT	TURF & MOWING SERVICES	11/02/2020	8,745.00
EF127506	11773	LANDMARK	CHEMICAL SUPPLIES	11/02/2020	1,870.00
EF127507	11787	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH FEES	11/02/2020	333.20
EF127508	11789	WALGA	ADVERTISING/TRAINING SERVICES	11/02/2020	2,425.00
EF127509	11795	WESTERN POWER	STREET LIGHTING INSTALLATION & SERVICE	11/02/2020	5,229.00
EF127510	11828	WORLDWIDE ONLINE PRINTING - O'CONNOR	PRINTING SERVICES	11/02/2020	459.66
EF127511	11985	IVO GRUBELICH	BUS HIRE	11/02/2020	4,752.00
EF127512	12153	HAYS PERSONNEL SERVICES PTY LTD	EMPLOYMENT SERVICES	11/02/2020	5,316.96
EF127513	12207	CIVICA PTY LTD	SOFTWARE SUPPORT/LICENCE FEES	11/02/2020	14,744.20
EF127514	12458	KITE KINETICS	ENTERTAINMENT SERVICES	11/02/2020	550.00
EF127515	12507	TECHNOLOGY FOR AGEING AND DISABILITY WA	MEDICAL SUPPLIES	11/02/2020	2,869.47
EF127516	12798	ISENTIA PTY LTD	MEDIA MONITORING SERVICES	11/02/2020	1,498.00
EF127517	13102	MICHAEL PAGE INTERNATIONAL (AUSTRALIA) PTY LTD	EMPLOYMENT SERVICES	11/02/2020	3,022.72
EF127518	13563	GREEN SKILLS INC	EMPLOYMENT SERVICES	11/02/2020	5,952.47
EF127519	13671	WINC AUSTRALIA PTY LTD	OFFICE/STATIONERY SUPPLIES	11/02/2020	760.76
EF127520	13825	JACKSON MCDONALD	LEGAL SERVICES	11/02/2020	71,803.22
EF127521	13860	KR'S CONTRACTING	WASTE COLLECTION SERVICES	11/02/2020	23,661.00
EF127522	14350	BAILEYS FERTILISERS	FERTILISER SUPPLIES	11/02/2020	7,685.07
EF127523	15271	PLE COMPUTERS PTY LTD	COMPUTER HARDWARE	11/02/2020	124.94
EF127524	15393	STRATAGREEN	HARDWARE SUPPLIES	11/02/2020	1,870.81
EF127525	15588	NATURAL AREA HOLDINGS PTY LTD	WEED SPRAYING	11/02/2020	1,999.14
EF127526	15850	ECOSCAPE	ENVIRONMENTAL CONSULTANCY	11/02/2020	1,144.00
EF127527	16653	COMPLETE PORTABLES PTY LTD	SUPPLY & HIRE OF MODULAR BUILDINGS	11/02/2020	44.00
EF127528	16846	ACTION GLASS & ALUMINIUM	GLAZING SERVICES	11/02/2020	5,052.02
EF127529	17600	LIGHTFORCE ASSET PTY LTD (ERECTIONS!)	GUARD RAILS	11/02/2020	614.81
EF127530	17608	NU-TRAC RURAL CONTRACTING	BEACH CLEANING/FIREBREAK CONSTRUCTION	11/02/2020	9,835.38
EF127531	17827	NILSEN (WA) PTY LTD	ELECTRICAL SERVICES	11/02/2020	4,364.19
EF127532	17927	SHARYN EGAN	ARTISTIC SERVICES	11/02/2020	660.00
EF127533	18126	DELL AUSTRALIA PTY LTD	COMPUTER HARDWARE	11/02/2020	8,431.50
EF127534	18203	NATSYNC ENVIRONMENTAL	PEST CONTROL	11/02/2020	627.50
EF127535	18272	AUSTRACLEAR LIMITED	INVESTMENT SERVICES	11/02/2020	279.47
EF127536	18533	FRIENDS OF THE COMMUNITY INC.	DONATION	11/02/2020	5,800.00
EF127537	18621	PLANNING INSTITUTE AUSTRALIA	REGISTRATION	11/02/2020	632.00
EF127538	18625	PEDERSENS HIRE & STRUCTURES PTY LTD	FUNCTION EQUIPMENT HIRE	11/02/2020	6,132.50
EF127539	18801	FREMANTLE BIN HIRE	BIN HIRE - SKIP BINS	11/02/2020	1,190.00
EF127540	18902	SEALANES (1985) P/L	CATERING SUPPLIES	11/02/2020	850.54
EF127541	19533	WOOLWORTHS LTD	GROCERIES	11/02/2020	1,528.45
EF127542	19541	TURF CARE WA PTY LTD	TURF SERVICES	11/02/2020	7,480.00
EF127543	19673	WA INTERPRETERS PTY LTD	TRANSLATION/INTERPRETING	11/02/2020	198.00
EF127544	19762	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	TRAINING SERVICES	11/02/2020	3,580.00
EF127545	20146	DATA#3 LIMITED	CONTRACT IT PERSONNEL & SOFTWARE	11/02/2020	447.34
EF127546	20215	POWERVAC	CLEANING EQUIPMENT	11/02/2020	628.51
EF127547	20885	TACTILE INDICATORS PERTH	TACTILES	11/02/2020	1,014.00
EF127548	21004	WESTERN WILDLIFE	FAUNA MANAGEMENT	11/02/2020	9,135.50
EF127549	21294	CAT HAVEN	ANIMAL SERVICES	11/02/2020	1,587.00
EF127550	21371	LD TOTAL SANPOINT PTY LTD	LANDSCAPING WORKS/SERVICES	11/02/2020	24,661.77
EF127551	21627	MANHEIM PTY LTD	IMPOUNDED VEHICLES	11/02/2020	693.00
EF127552	21665	MMJ REAL ESTATE (WA) PTY LTD	PROPERTY MANAGEMENT SERVICES	11/02/2020	25,811.98
EF127553	21678	IANNELLO DESIGNS	GRAPHIC DESIGN	11/02/2020	348.50
EF127554	21744	JB HI FI - COMMERCIAL	ELECTRONIC EQUIPMENT	11/02/2020	794.00
EF127555	21747	UNICARE HEALTH	WHEELCHAIR HIRE	11/02/2020	90.20

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF127556	21877	WELLNESS ON WHEELS	WORKPLACE AND EVENT REMEDIAL MASSAGE	11/02/2020	180.00
EF127557	21948	RYAN'S QUALITY MEATS	MEAT SUPPLIES	11/02/2020	369.42
EF127558	22109	PUBLIC LIBRARIES WESTERN AUSTRALIA INC	PROFESSIONAL ORGANISATION	11/02/2020	385.00
EF127559	22119	BINDI BINDI DREAMING MARISSA VERMA	CONSULT - ABORIGINAL EDUCATION/ENT	11/02/2020	1,584.00
EF127560	22404	CLEVERPATCH PTY LTD	ARTS/CRAFT SUPPLIES	11/02/2020	1,493.88
EF127561	22553	BROWNES FOOD OPERATIONS	CATERING SUPPLIES	11/02/2020	188.04
EF127562	22623	LANDMARK PRODUCTS LTD	LANDSCAPE INFRASTRUCTURE	11/02/2020	5,725.50
EF127563	22658	SOUTH EAST REGIONAL CENTRE FOR URBAN LANDCARE INC	URBAN LANDCARE SERVICES	11/02/2020	887.70
EF127564	22682	BEAVER TREE SERVICES PTY LTD	TREE PRUNING SERVICES	11/02/2020	23,152.85
EF127565	22808	PUMA ENERGY (AUSTRALIA) FUELS PTY LTD	FUEL SUPPLIES	11/02/2020	83,264.84
EF127566	22854	LGISWA	INSURANCE PREMIUMS	11/02/2020	39,351.40
EF127567	22903	UNIQUE INTERNATIONAL RECOVERIES LLC	DEBT COLLECTORS	11/02/2020	422.40
EF127568	22913	AUSTRALIAN OFFICE LEADING BRANDS	ENVELOPES	11/02/2020	88.81
EF127569	23253	KOTT GUNNING	LEGAL SERVICES	11/02/2020	2,898.50
EF127570	23450	CLEVER DESIGN	UNIFORMS	11/02/2020	1,151.48
EF127571	23457	TOTALLY WORKWEAR FREMANTLE	CLOTHING - UNIFORMS	11/02/2020	2,443.10
EF127572	23549	WEST OZ WILDLIFE	AMUSEMENT PARK ENTRY FEES	11/02/2020	1,314.15
EF127573	24037	INSIGHT ORNITHOLOGY	ENVIRONMENTAL CONSULTING AND ENVIRONMENT	11/02/2020	1,875.00
EF127574	24155	DS AGENCIES PTY LTD	IRRIGATION SUPPLIES	11/02/2020	3,707.00
EF127575	24281	ECO LOGICAL AUSTRALIA PTY LTD	MAPPING SERVICES	11/02/2020	9,922.00
EF127576	24298	TANKS FOR HIRE	EQUIPMENT HIRE	11/02/2020	985.60
EF127577	24527	AUSTRALIAN ASSOCIATION FOR ENVIRONMENTAL EDUCATION	COURSE REGISTRATION	11/02/2020	297.00
EF127578	24595	CONTEMPORARY IMAGE PHOTOGRAPHY PTY LTD	PHOTOGRAPHY SERVICES	11/02/2020	1,833.15
EF127579	24734	MYRIAD IMAGES	PHOTOGRAPHY SERVICES	11/02/2020	1,292.50
EF127580	24748	PEARMAN'S ELECTRICAL & MECHANICAL SERVICES P/L	ELECTRICAL SERVICES	11/02/2020	948.80
EF127581	24945	NS PROJECTS PTY LTD	PROJECT MANAGEMENT SERVICES	11/02/2020	9,511.34
EF127582	25115	FIIG	INVESTMENT MANAGEMENT SERVICES	11/02/2020	2,750.00
EF127583	25121	IMAGESOURCE DIGITAL SOLUTIONS	BILLBOARDS	11/02/2020	2,681.32
EF127584	25415	JANDAKOT STOCK & PET SUPPLIES	PET SUPPLIES	11/02/2020	354.35
EF127585	25419	CS LEGAL	LEGAL SERVICES	11/02/2020	12,449.91
EF127586	25645	YELAKITJ MOORT NYUNGAR ASSOCIATION INC	WELCOME TO THE COUNTRY PERFORMANCES	11/02/2020	1,200.00
EF127587	25713	DISCUS ON DEMAND	PRINTING SERVICES	11/02/2020	467.94
EF127588	25733	MIRACLE RECREATION EQUIPMENT	PLAYGROUND INSTALLATION / REPAIRS	11/02/2020	2,134.00
EF127589	25736	BLUE TANG (WA) PTY LTD T/AS EMERGE ASSOCIATES	CONSULTANCY SERVICES	11/02/2020	1,353.00
EF127590	25940	LEAF BEAN MACHINE	COFFEE BEAN SUPPLY	11/02/2020	800.00
EF127591	26029	AUTOSWEEP WA	SWEEPING SERVICES	11/02/2020	5,687.00
EF127592	26067	SPRAYKING WA PTY LTD	CHEMICAL WEED CONTROL SERVICES	11/02/2020	214.50
EF127593	26114	GRACE RECORDS MANAGEMENT	RECORDS MANAGEMENT SERVICES	11/02/2020	1,233.13
EF127594	26211	AMCOM PTY LTD	INTERNET/DATA SERVICES	11/02/2020	8,910.00
EF127595	26257	PAPERBARK TECHNOLOGIES	ARBORICULTURAL CONSULTANCY SERVICES	11/02/2020	45,613.60
EF127596	26303	GECKO CONTRACTING TURF & LANDSCAPE MAINTENANCE	TURF & LANDSCAPE MAINTENANCE, AS WELL AS PROGRESS CLAIMS 1 FOR MONACO AND PRINCETON PARKS	11/02/2020	130,234.87
EF127597	26314	CPE GROUP	TEMPORARY EMPLOYMENT SERVICES	11/02/2020	184.12
EF127598	26321	SKATEBOARDING WA	SKATEBOARDING CLINICS	11/02/2020	1,100.00
EF127599	26329	SAFETY SIGNS SERVICE PTY LTD	SAFETY SIGNS	11/02/2020	1,957.12
EF127600	26359	WILSON SECURITY	SECURITY SERVICES	11/02/2020	204,984.33
EF127601	26399	PAPERSCOUT	GRAPHIC DESIGN SERVICES	11/02/2020	1,089.00
EF127602	26419	EQUIFAX AUSTRALASIA CREDIT RATINGS PTY LTD	CREDIT REFERENCE CHECKS	11/02/2020	275.00
EF127603	26442	BULLANT SECURITY PTY LTD	LOCKSMITH & SECURITY SERVICES	11/02/2020	490.99
EF127604	26470	SCP CONSERVATION	FENCING SERVICES	11/02/2020	7,579.00
EF127605	26512	XCELLERATE IT PTY LTD	IT EQUIPMENT - OCR PROJECT	11/02/2020	19,857.10
EF127606	26588	SOURCE SEPARATION SYSTEMS P/L	PROVIDING WASTE AND RECYCLING BINS	11/02/2020	327.64

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EF127607	26608	ENVIRO INFRASTRUCTURE PTY LTD	CONSTRUCTION& FABRICATION	11/02/2020	13,948.35
EF127608	26610	TRACC CIVIL PTY LTD	CIVIL CONSTRUCTION - EXTENSION OF VERDE DRIVE AND PRINSEP ROAD	11/02/2020	254,225.93
EF127609	26614	MARKETFORCE PTY LTD	ADVERTISING	11/02/2020	4,468.25
EF127610	26667	TANGELO CREATIVE	GRAPHIC DESIGN	11/02/2020	440.00
EF127611	26704	PERTH MERMAIDS	ENTERTAINMENT SERVICES	11/02/2020	700.00
EF127612	26761	THE SAND CARD COMPANY	ENTERTAINMENT SERVICES	11/02/2020	945.00
EF127613	26773	LASER CORP'S COMBAT ADVENTURES	ENTRY FEES	11/02/2020	1,034.00
EF127614	26775	BERGMAN'S AUTO GROUP	VEHICLE PURCHASE	11/02/2020	10,168.59
EF127615	26781	THE ARCHERY CENTRE & LASER RANGER	ENTRY FEES	11/02/2020	795.00
EF127616	26783	LESLIE HINTON	ENTERTAINMENT	11/02/2020	1,220.00
EF127617	26791	MONSTERBALL AMUSEMENT & HIRE	AMUSEMENT HIRE	11/02/2020	5,080.00
EF127618	26822	CSE CROSSCOM PTY LTD	COMMUNICATION EQUIPMENT	11/02/2020	3,515.60
EF127619	26824	WEB KEY IT PTY LTD	WEBSITE CONSULTANCY	11/02/2020	1,078.00
EF127620	26842	ONYA LIFE	SUPPLIER OF WASTE-FREE LIFESTYLE PRODUCT	11/02/2020	1,127.95
EF127621	26888	MEDIA ENGINE	GRAPHIC DESIGN, MARKETING, VIDEO PRODUCT	11/02/2020	565.00
EF127622	26915	FOCUSED VISION CONSULTING PTY LTD	CONSULTING	11/02/2020	392.70
EF127623	26938	MAJESTIC PLUMBING	PLUMBING SERVICES	11/02/2020	1,111.86
EF127624	26981	PERTH MARKET RESEARCH	EVENT ANALYSIS AND COMMUNITY MARKET RESE	11/02/2020	5,720.00
EF127625	26987	CTI RISK MANAGEMENT	SECURITY - CASH COLLECTION	11/02/2020	3,090.60
EF127626	26988	BLADON WA PTY LTD	PROMOTIONAL PRODUCTS	11/02/2020	1,234.75
EF127627	27002	COCKBURN PARTY HIRE	HIRE SERVICES	11/02/2020	2,150.00
EF127628	27031	DOWNER EDI WORKS PTY LTD	ASPHALT SERVICES - NORTHLAKE ROAD RESURFACING	11/02/2020	161,589.99
EF127629	27032	WTP AUSTRALIA PTY LTD	QUANTITY SURVEYORS	11/02/2020	2,146.00
EF127630	27034	ADELBY PTY LTD	FIREBREAK CONSTRUCTION	11/02/2020	1,210.00
EF127631	27052	EVENT MARQUEES	MARQUEE HIRE	11/02/2020	2,817.20
EF127632	27053	READSPEAKER	SOFTWARE	11/02/2020	7,440.40
EF127633	27059	FRONTLINE FIRE AND RESCUE EQUIPMENT	MANUFACTURE-FIRE VEHICLES/EQUIPMENT	11/02/2020	1,617.00
EF127634	27061	BON LEISURE	CONSULTANCY	11/02/2020	12,833.32
EF127635	27065	WESTBOOKS	BOOKS	11/02/2020	3,474.98
EF127636	27082	KULBARDI PTY LTD	STATIONERY SUPPLIES	11/02/2020	517.00
EF127637	27177	INITIAL HYGIENE	HYGIENE	11/02/2020	3,304.24
EF127638	27189	HEALTHSTRONG PTY LTD	HOME CARE	11/02/2020	110.00
EF127639	27198	GREEN PROMOTIONS PTY LTD	PROMOTIONAL SUPPLIES	11/02/2020	465.00
EF127640	27212	A&L SAUNA & STEAM WA	CARPENTRY - SAUNA	11/02/2020	2,837.50
EF127641	27234	GOZCUP	REUSABLE CUPS	11/02/2020	490.35
EF127642	27237	LOBEL EVENTS	EVENT LIGHTING	11/02/2020	6,508.70
EF127643	27241	LANDSCAPE ELEMENTS PTY LTD	LANDSCAPING SERVICES	11/02/2020	52,042.27
EF127644	27245	BEAUMONDE CATERING	CATERING	11/02/2020	1,457.50
EF127645	27269	INTEGRAPAY PTY LTD	PAYMENT PROCESSING	11/02/2020	11,343.87
EF127646	27273	TONY AND SONS NURSERIS AND ORCHID FARM	PLANTS	11/02/2020	1,782.00
EF127647	27304	LU SH DIGITAL MEDIA PTY LTD	MEDIA TRAINING	11/02/2020	5,180.74
EF127648	27334	WESTCARE PRINT	PRINTING SERVICES	11/02/2020	832.50
EF127649	27351	PROGRAMMED PROPERTY SERVICES	PROPERTY MAINTENANCE	11/02/2020	3,511.20
EF127650	27352	BIKEWISE	TRANSPORT PROMOTIONS	11/02/2020	1,320.00
EF127651	27379	ESRI AUSTRALIA PTY LTD	GIS SOFTWARE	11/02/2020	6,270.00
EF127652	27384	SIFTING SANDS	SAND CLEANING	11/02/2020	364.24
EF127653	27392	AXIS MAINTENANCE SERVICES PTY LTD	MAINTENANCE	11/02/2020	580.95
EF127654	27396	ANKEET MEHTA SPEARWOOD NEWSPAPER ROUND DELIVERY	NEWSPAPER DELIVERY	11/02/2020	66.78
EF127655	27403	FREEDOM FAIRIES PTY LTD	AMUSEMENT	11/02/2020	2,732.13
EF127656	27423	MECHANICAL PROJECT SERVICES PTY LTD	AIRCONDITIONING SERVICES	11/02/2020	5,138.04
EF127657	27427	HOME CHEF	COOKING/FOOD SERVICES	11/02/2020	779.84

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EF127658	27431	UNITED DIAMOND TOOLS	TOOLS	11/02/2020	1,320.00
EF127659	27437	PB RETICULATION & MAINTENANCE SERVICES PTY LTD	IRRIGATION SERVICES	11/02/2020	1,007.60
EF127660	27460	AAA PRODUCTION SERVICES	HIRE PA/SATGE SYSTEMS	11/02/2020	13,833.27
EF127661	27455	SITE PROTECTIVE SERVICES	CCTV PARTS	11/02/2020	18,978.03
EF127662	27468	SECUREPAY PTY LTD	PAYMENT SOLUTIONS	11/02/2020	517.55
EF127663	27485	ASHLEY GROUP	AUTO ELECTRICAL	11/02/2020	275.00
EF127664	27499	HODGE COLLARD PRESTON ARCHITECTS	ARCHITECTS	11/02/2020	9,321.46
EF127665	27507	FACILITIES FIRST AUSTRALIA	CLEANING SERVICES	11/02/2020	4,793.94
EF127666	27512	AGENT SALES & SERVICES PTY LTD	POOL CHEMICALS	11/02/2020	4,937.25
EF127667	27523	ROBERT LAWRENCE TOOHEY	HIGH PRESSURE CLEANING	11/02/2020	1,336.50
EF127668	27535	THE FOREVER PROJECT PTY LTD	CONSULTANCY	11/02/2020	19,241.20
EF127669	27539	JASMIN CARPENTRY & MAINTENANCE	CARPENTRY	11/02/2020	11,368.20
EF127670	27540	BPA ENGINEERING	CONSULTANCY - ENGINEERING	11/02/2020	2,750.00
EF127671	27548	STANDING FORK	CATERING	11/02/2020	1,478.40
EF127672	27558	LEWIS FORTE SCUE GROUP	CONSULTANCY - HEALTH CARE	11/02/2020	1,894.00
EF127673	27558	ENCHANTED CHARACTERS	STILT WALKING	11/02/2020	1,210.00
EF127674	27567	CHORUS AUSTRALIA LIMITED	HEALTH CARE SERVICES	11/02/2020	108.90
EF127675	27575	SHRED X SECURE DESTRUCTION	DOCUMENT DESTRUCTION	11/02/2020	20.24
EF127676	27578	VORGEE PTY LTD	SWIMWEAR	11/02/2020	567.24
EF127677	27617	GALAXY 42 PTY LTD	CONSULTANCY - IT	11/02/2020	12,672.00
EF127678	27622	TRUGRADE MEDICAL SUPPLIES	MEDICAL SUPPLIES	11/02/2020	622.70
EF127679	27631	AQUATIC SERVICES WA PTY LTD	POOL EQUIPMENT & MAINTENANCE	11/02/2020	20,472.10
EF127680	27634	GREENING AUSTRALIA LTD	REVEGETATION /LAND MANAGMENT	11/02/2020	9,893.75
EF127681	27657	POSITIVE BALANCE MASSAGE	MASSAGE THERAPY	11/02/2020	200.00
EF127682	27665	UWA SPORT PTY LTD	EDUCATION	11/02/2020	6,800.00
EF127683	27677	DODGY BROS DODGEBALL CO.	DODGEBALL GAME	11/02/2020	1,500.00
EF127684	27694	RED HOT DESIGN	GARMENT PRINT AND SUPPLY	11/02/2020	810.70
EF127685	27695	GTM PTY LTD	TRAFFIC MANAGEMENT	11/02/2020	18,832.90
EF127686	27712	PERTH PLAYGROUND AND RUBBER PTY LTD	PLAYGROUND SOFTFALL/EQUIPMENT	11/02/2020	26,345.00
EF127687	27719	PULSE LOCATING	CABLE LOCATIONS	11/02/2020	2,007.50
EF127688	27722	METRA AUSTRALIA	SOFTWARE	11/02/2020	198.00
EF127689	27787	CRAIG CARPENTER	LANDSCAPE ARCHITECTURAL SERVICES	11/02/2020	1,090.38
EF127690	27799	WA PROFILING AND STABILISATION PTY LTD	ROAD PROFILING	11/02/2020	19,019.14
EF127691	27818	MODUS COMPLIANCE PTY LTD	CONSULTANT ENGINEERING	11/02/2020	1,210.00
EF127692	27819	AXIIS CONTRACTING PTY LTD	CONCRETE WORKS	11/02/2020	17,630.25
EF127693	27832	ADRIAN ALABERG COMEDY	MC	11/02/2020	600.00
EF127694	27840	GEARED CONSTRUCTION PTY LTD	CONSTRUCTION	11/02/2020	22,904.70
EF127695	27842	LIGHT HOUSE LAUNDRY	LAUNDERING	11/02/2020	117.26
EF127696	27855	TOTAL LANDSCAPE REDEVELOPMENT SERVICE PTY LTD	TREE WATERING	11/02/2020	62,626.64
EF127697	27863	CARERS PLUS	NURSING SERVICES	11/02/2020	3,443.80
EF127698	27880	LUKE'S BEES	TRAINING & EDUCATION	11/02/2020	300.00
EF127699	27882	ECO ACTION	ENVIRONMENTAL WORKSHOPS	11/02/2020	200.00
EF127700	27886	BBC ENTERTAINMENT	ENTERTAINMENT AGENCY	11/02/2020	1,925.00
EF127701	27887	THE WILDING PROJECT	SPORTS/EXERCISE CLASSES	11/02/2020	567.60
EF127702	27894	LIFECARE HOMECARE	HEALTHCARE	11/02/2020	847.00
EF127703	27899	NATURE CALLS PORTABLE TOILETS	HIRE - PORTABLE LOOS	11/02/2020	880.00
EF127704	27912	QUIKSHADE AUSTRALIA PTY LTD	MARQUEES/GAZEBOS	11/02/2020	1,294.00
EF127705	99997	FAMILY DAY CARE	FDCD PAYMENT WE 09/02/2020	13/02/2020	43,334.84
EF127706	99997	IN HOME CARE PAYMENTS	IHC PAYMENTS WE 09/02/2020	13/02/2020	18,675.81
EF127707	10244	BUILDING & CONST INDUSTRY TRAINING FUND	LEVY PAYMENT	18/02/2020	18,885.36
EF127708	10484	DEPARTMENT OF MINES, INDUSTRY REGULATION AND SAFETY	BUILDING SERVICES LEVY	18/02/2020	32,607.34

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EF127709	26987	CTI RISK MANAGEMENT	SECURITY - CASH COLLECTION	18/02/2020	1,287.60
EF127710	27475	LARA KIRKWOOD	MONTHLY ELECTED MEMBER ALLOWANCE	18/02/2020	100.77
EF127711	27874	SMART SALARY	SALARY PACKAGING/LEASING ADMINISTRATION	18/02/2020	188.18
EF127712	99999	CHRISTOPHER & UNA LEED	8005407	18/02/2020	682.34
EF127713	99997	ROBERT ROBERTSON	SENIOR SECURITY SUBSIDY SCHEME	18/02/2020	200.00
EF127714	99997	MICHAEL ROWNEY	DONATION LGACS2 SAFETY TALKS	18/02/2020	200.00
EF127715	99997	JL FOOTE	COMPOST BIN REBATE JENNIFER FOOTE	18/02/2020	45.00
EF127716	10152	AUST SERVICES UNION	PAYROLL DEDUCTIONS	25/02/2020	1,115.60
EF127717	10154	AUSTRALIAN TAXATION OFFICE	PAYROLL DEDUCTIONS	25/02/2020	464,131.00
EF127718	10305	CHILD SUPPORT AGENCY	PAYROLL DEDUCTIONS	25/02/2020	1,734.54
EF127719	11001	LOCAL GOVERNMENT RACING & CEMETERIES	PAYROLL DEDUCTIONS	25/02/2020	102.50
EF127720	11857	CHAMPAGNE SOCIAL CLUB	PAYROLL DEDUCTIONS	25/02/2020	428.00
EF127721	11880	455 CLUB	PAYROLL DEDUCTIONS	25/02/2020	16.00
EF127722	19728	HEALTH INSURANCE FUND OF WA	PAYROLL DEDUCTIONS	25/02/2020	1,524.05
EF127723	25987	TOYOTA FLEET MANAGEMENT	PAYROLL DEDUCTIONS - NOVATED LEASE	25/02/2020	808.14
EF127724	26987	CTI RISK MANAGEMENT	SECURITY - CASH COLLECTION	25/02/2020	2,321.95
EF127725	27874	SMART SALARY	SALARY PACKAGING/LEASING ADMINISTRATION	25/02/2020	11,028.32
EF127726	11887	KEVIN JOHN ALLEN	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	2,839.83
EF127727	12740	LOGAN HOWLETT	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	11,439.09
EF127728	26353	PHILIP EVA	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	2,839.83
EF127729	26999	CHAMONIX TERBLANCHE	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	2,839.83
EF127730	27326	MICHAEL SEPAROVICH	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	2,839.83
EF127731	27327	CHONTELLE SANDS	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	2,839.83
EF127732	27475	LARA KIRKWOOD	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	4,506.66
EF127733	27871	TOM WIDENBAR	MONTHLY ELECTED MEMBER ALLOWANCE AND REIMBURSEMENT	28/02/2020	2,899.52
EF127734	27872	PHOEBE CORKE	MONTHLY ELECTED MEMBER ALLOWANCE	28/02/2020	2,839.83
EF127735	99999	YANGEBUP STRATA STORAGE PTY LTD	RATES REFUND	28/02/2020	3,205.07
EF127736	99999	MMJ REAL ESTATE (WA) PTY LTD	RATES REFUND	28/02/2020	2,151.31
EF127737	99999	SOLAR BIKE PTY LTD	RATES REFUND	28/02/2020	295.00
EF127738	99999	MANDURAH PROPERTY MANAGEMENT	RATES REFUND	28/02/2020	402.00
EF127739	99999	REAL ASSET CONVEYANCING	RATES REFUND	28/02/2020	254.00
EF127740	99999	VICKI PHILOPOFF SETTLEMENTS PTY LTD	RATES REFUND	28/02/2020	381.74
EF127741	99999	JULIE JEFFERY	RATES REFUND	28/02/2020	384.68
EF127742	99999	STRAND LEGAL & CONVEYANCING	RATES REFUND	28/02/2020	467.54
EF127743	99999	MANDURAH PROPERTY MANAGEMENT	RATES REFUND	28/02/2020	404.00
EF127744	99999	REAL ASSET CONVEYANCING	RATES REFUND	28/02/2020	1,158.38
EF127745	99999	REAL ASSET CONVEYANCING	RATES REFUND	28/02/2020	1,158.67
EF127746	99999	KATE E BONAVIDA	RATES REFUND	28/02/2020	132.94
EF127747	99999	KAROLINE LOUISE JAMIESON	RATES REFUND	28/02/2020	77.50
EF127748	99999	JESSICA EVANS	RATES REFUND	28/02/2020	150.00
EF127749	99999	KJ MCCORMACK	RATES REFUND	28/02/2020	794.82
EF127750	99999	DEPARTMENT OF FIRE & EMERGENCY SERVICES	RATES REFUND	28/02/2020	13,299.70
EF127751	99999	DEPARTMENT OF FIRE & EMERGENCY SERVICES	RATES REFUND	28/02/2020	708.06
EF127752	99999	NICHE LIVING	RATES REFUND	28/02/2020	376.86
EF127753	99999	JAMES BEASLEY	RATES REFUND	28/02/2020	150.00
EF127754	88888	GERLYNE QUEEN AGUILA	BOND REFUND	28/02/2020	150.00
EF127755	88888	ELAINE GAMBLE	BOND REFUND	28/02/2020	250.00
EF127756	88888	GG & IM S DE CEGILE	BOND REFUND	28/02/2020	10,771.00
EF127757	99997	PRAPAT SORN BOONYANITIPONG	BOND REFUND - FACHIRE19/0177	28/02/2020	54.00
EF127758	99997	KRISTY NICHOLSON	REFUND	28/02/2020	65.00
EF127759	99997	BARBARA MANNO	BIRD BATH REBATE - BARBARA MANNO	28/02/2020	50.00

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EF127760	99997	FLORENCE NINA MCKENZIE	REFUND UNSPENT HOME CARE - F MCKENZIE	28/02/2020	2,616.95
EF127761	99997	SURFING LIZARD	CLEAN OCEAN CUPPA DEC 19 & JAN 20	28/02/2020	210.00
EF127762	99997	RICHARD MCKINNEY	CROSSOVER CLAIM - R MCKINNEY	28/02/2020	300.00
EF127763	99997	ANNA LEE	REIMBURSEMENT - WOOLWORTHS SHOPPING	28/02/2020	204.80
EF127764	99997	ZURICH AU STRALIAN INSURANCE LTD	CLAIM NUMBER : CL_838028916 1EBM014	28/02/2020	1,000.00
EF127765	99997	WASHPOD CONSOLIDATED PTY LTD	INVOICE INV009272	28/02/2020	82.50
EF127766	99997	STANLEY MAYHEW	REFUND OF OVERCHARGED FEES	28/02/2020	30.00
EF127767	99997	HORTBIZ	INVOICE INV-3409	28/02/2020	330.00
EF127768	99997	MERVYN & NATALIE HAWLEY	SOIL STABILISATION 2018 MERVYN HAWLEY	28/02/2020	130.20
EF127769	99997	MARIE LA FRENAIS	EMPLOYEE REIMBURSEMENT MARIE LA FRENAIS	28/02/2020	37.00
EF127770	99997	HILARY TAYLOR	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	100.00
EF127771	99997	MARY FOOLKES	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	300.00
EF127772	99997	NORMA CHALMERS	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	100.00
EF127773	99997	DANIELA RIEDLE KESSELRING	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	200.00
EF127774	99997	LAURA SPEZZACATENA	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	100.00
EF127775	99997	GEOFFREY THOMAS	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	200.00
EF127776	99997	JAN MARSH	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	300.00
EF127777	99997	HEATHER WALTON	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	200.00
EF127778	99997	DANIELLE HESLER	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	40.00
EF127779	99997	JODIE KERSLEY	OUTRAGE HOLIDAY PROGRAM REFUND	28/02/2020	90.00
EF127780	99997	BOLLYGOOD FOODS PTY LTD	INVOICE 00000410	28/02/2020	125.00
EF127781	99997	DOME COFFEE GROUP	INVOICE STDINV0008119	28/02/2020	105.00
EF127782	99997	CSDA OFFICIAL DEPARTMENTAL	DEPARTMENT OF HUMAN SERVICES #180105128	28/02/2020	248.51
EF127783	99997	LILLY GREGORY	ARC REFUND	28/02/2020	30.00
EF127784	99997	THERESA ALVARO	UNSPENT FUNDS REFUND	28/02/2020	570.80
EF127785	99997	PHILLIP WILLS	CROSSOVER CLAIM - P WILLIS	28/02/2020	300.00
EF127786	99997	JOCELYN A LANETE	CROSSOVER CLAIM - J LANETE	28/02/2020	300.00
EF127787	99997	CLINT AMATO	CROSSOVER CONTRIBUTION - C AMATO	28/02/2020	300.00
EF127788	99997	MATER CHRISTI CATHOLIC PRIMARY SCHOOL	SMALL EVENTS SPONSORSHIP	28/02/2020	1,650.00
EF127789	99997	JENNIFER HEALY	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	300.00
EF127790	99997	MARGARET STANNERS	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	200.00
EF127791	99997	ANTHONY HOLLAND	SENIOR SECURITY SUBSIDY SCHEME	28/02/2020	100.00
EF127792	99997	STUART RANN	COMPOST BIN REBATE	28/02/2020	50.00
EF127793	99997	NGARIMU AHIPENE	INDIVIDUAL SPONSORSHIP - STRONGMAN	28/02/2020	430.00
EF127794	99997	SOUTHERN LIONS RUFC RONAN O'SHEA	SPORTS EQUIPMENT GRANT #126	28/02/2020	1,100.00
EF127795	99997	ALAN JOHN SAVAGE	REIMBURSEMENT FOR PURCHASE OF FUEL	28/02/2020	670.43
EF127796	99997	PAUL SMITH	PAUL SMITH (C083) PEN FEE REFUND	28/02/2020	60.00
EF127797	99997	BIRRTA JANSSEN	BIRD BATH REBATE - B JANSSEN	28/02/2020	19.00
EF127798	99997	HAMMOND PARK COMMUNITY ASSOCIATION	SMALL EVENTS SPONSORSHIP	28/02/2020	2,458.00
EF127799	99997	COOGEE BEACH PROGRESS ASSOCIATION	DONATION	28/02/2020	558.00
EF127800	99997	COCKBURN BOWLING AND RECREATION CLUB PAT	DONATION	28/02/2020	2,500.00
EF127801	99997	SUCCESS NETBALL ASSOCIATION MARGARET LEE	DONATION	28/02/2020	3,250.00
EF127802	99997	COCKBURN LAKE AMATEUR FOOTBALL CLUB COL	DONATION	28/02/2020	4,000.00
EF127803	10047	ALINTA ENERGY	NATURAL GAS & ELECTRICITY SUPPLY	28/02/2020	113.80
EF127804	11794	SYNERGY	ELECTRICITY USAGE/SUPPLIES	28/02/2020	70,028.52
EF127805	12025	TELSTRA CORPORATION	COMMUNICATIONS SERVICES	28/02/2020	1,317.09
EF127806	99997	FAMILY DAY CARE	FDC PAYMENT WE 23/02/2020	27/02/2020	44,151.33
EF127807	99997	IN HOME CARE PAYMENTS	IHC PAYMENTS WE 23/02/20	27/02/2020	18,573.53
EF127808	10031	ADVANCED SPATIAL TECHNOLOGIES PTY LTD	SOFTWARE MAINTENANCE & SUPPORT	28/02/2020	1,859.00
EF127809	10091	ASLAB PTY LTD	ASPHALTING SERVICES/SUPPLIES	28/02/2020	885.52
EF127810	10097	BLACKWOODS ATKINS	ENGINEERING SUPPLIES	28/02/2020	1,811.45

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EF127811	10160	DORMA AUSTRALIA PTY LTD	AUTOMATIC DOOR SERVICES	28/02/2020	678.78
EF127812	10170	MACRI PARTNERS	AUDITING SERVICES	28/02/2020	1,062.60
EF127813	10207	BOC GASES	GAS SUPPLIES	28/02/2020	509.79
EF127814	10221	BP AUSTRALIA PTY LTD	DIESEL/PETROL SUPPLIES	28/02/2020	29,021.59
EF127815	10226	BRIDGESTONE AUSTRALIA LTD	TYRE SERVICES	28/02/2020	37,124.58
EF127816	10239	BUDGET RENT A CAR - PERTH	MOTOR VEHICLE HIRE	28/02/2020	2,392.50
EF127817	10248	BUNNINGS BUILDING SUPPLIES PTY LTD	HARDWARE SUPPLIES	28/02/2020	3,888.08
EF127818	10279	CASTROL AUSTRALIA PTY LTD	GREASE/LUBRICANTS	28/02/2020	2,888.27
EF127819	10287	CENTRELINE MARKINGS	LINEMARKING SERVICES	28/02/2020	1,980.00
EF127820	10333	CJD EQUIPMENT PTY LTD	HARDWARE SUPPLIES	28/02/2020	2,166.55
EF127821	10338	CLEANAWAY PTY LTD	WASTE DISPOSAL SERVICES	28/02/2020	2,104.74
EF127822	10353	COCKBURN CEMENT LTD	CEMENT AND LIME	28/02/2020	740.52
EF127823	10359	COCKBURN PAINTING SERVICE	PAINTING SUPPLIES/SERVICES	28/02/2020	6,039.00
EF127824	10368	COCKBURN WETLANDS EDUCATION CENTRE	COMMUNITY GRANT	28/02/2020	84.00
EF127825	10375	VEOLIA ENVIRONMENTAL SERVICES	WASTE SERVICES	28/02/2020	41.18
EF127826	10422	REIT SEMA PACKAGING	ROAD LITTER BAGS	28/02/2020	835.25
EF127827	10483	LANDGATE	MAPPING/LAND TITLE SEARCHES	28/02/2020	2,430.02
EF127828	10502	DISABILITY SERVICES COMMISSION	DISABILITY SERVICES	28/02/2020	1,537.48
EF127829	10526	E & MJ ROSHER PTY LTD	MOWER EQUIPMENT	28/02/2020	79,268.35
EF127830	10528	EASIFLEET	VEHICLE LEASE	28/02/2020	1,440.85
EF127831	10535	WORKPOWER INCORPORATED	EMPLOYMENT SERVICES - PLANTING	28/02/2020	39,327.41
EF127832	10580	FC COURIERS	COURIER SERVICES	28/02/2020	724.09
EF127833	10589	FINES ENFORCEMENT REGISTRY	FINES ENFORCEMENT FEES	28/02/2020	8,890.00
EF127834	10597	FLEXI STAFF PTY LTD	EMPLOYMENT SERVICES	28/02/2020	45,250.74
EF127835	10655	GHD PTY LTD	CONSULTANCY SERVICES	28/02/2020	2,530.00
EF127836	10726	HOLTON CONNOR ARCHITECTS & PLANNERS	ARCHITECTURAL SERVICES	28/02/2020	15,051.30
EF127837	10740	HYDRO-DYNAMIC MINING SERVICES PTY LTD	REPAIRS/MAINTENANCE SERVICES	28/02/2020	10,501.70
EF127838	10787	JANDAKOT ACCIDENT REPAIR CENTRE	PANEL BEATING SERVICES	28/02/2020	1,000.00
EF127839	10879	LES MILLS AEROBICS	INSTRUCTION/TRAINING SERVICES	28/02/2020	1,745.85
EF127840	10888	LJ CATERERS	CATERING SERVICES	28/02/2020	4,448.40
EF127841	10913	BUCHER MUNICIPAL PTY LTD	PURCHASE OF NEW PLANT / REPAIR SERVICES	28/02/2020	7,305.89
EF127842	10918	MAIN ROADS WA	REPAIRS/MAINTENANCE/FUNDING CONTRIBUTION	28/02/2020	17,329.38
EF127843	10923	MAJOR MOTOR \$ PTY LTD	REPAIRS/MAINTENANCE SERVICES	28/02/2020	452.56
EF127844	10938	MAXWELL ROBINSON & PHELPS	PEST & WEED MANAGEMENT	28/02/2020	279.40
EF127845	10942	MCGEE'S PROPERTY	PROPERTY CONSULTANCY SERVICES	28/02/2020	3,025.00
EF127846	10944	MCLEODS	LEGAL SERVICES	28/02/2020	10,763.82
EF127847	10982	MODERN TEACHING AIDS PTY LTD	TEACHING AIDS	28/02/2020	800.13
EF127848	10991	BEACON EQUIPMENT	MOWING EQUIPMENT	28/02/2020	2,594.15
EF127849	11004	MURDOCH UNIVERSITY OFFICE OF FINANCE, PLANNING & REPORTING	ANALYSING SERVICES	28/02/2020	1,445.40
EF127850	11028	NEVERFAIL SPRINGWATER LTD	BOTTLED WATER SUPPLIES	28/02/2020	234.00
EF127851	11036	NORTHLAKE ELECTRICAL	ELECTRICAL SERVICES	28/02/2020	76,536.62
EF127852	11077	P & G BODY BUILDERS PTY LTD	PLANT BODY BUILDING SERVICES	28/02/2020	531.30
EF127853	11208	QUICK CORPORATE AUSTRALIA PTY LTD	STATIONERY/CONSUMABLES	28/02/2020	2,993.37
EF127854	11307	SATELLITE SECURITY SERVICES PTY LTD	SECURITY SERVICES	28/02/2020	9,847.63
EF127855	11308	BOSS INDUSTRIAL FORMALLY SBA SUPPLIES	HARDWARE SUPPLIES	28/02/2020	1,278.70
EF127856	11337	SHERIDAN'S FOR BADGES	NAME BADGES & ENGRAVING	28/02/2020	334.95
EF127857	11387	BIBRA LAKE SOILS	SOIL & LIMESTONE SUPPLIES	28/02/2020	874.00
EF127858	11449	SPEARWOOD FLORIST ULTIMATE CO PTY LTD	FLORAL ARRANGEMENTS	28/02/2020	225.00
EF127859	11459	SPEARWOOD VETERINARY HOSPITAL	VETERINARY SERVICES	28/02/2020	270.00
EF127860	11483	ST JOHN AMBULANCE AUST WA OPERATIONS	FIRST AID COURSES	28/02/2020	538.99
EF127861	11512	STATEWIDE CLEANING SUPPLIES PTY LTD	CLEANING SUPPLIES/SERVICE	28/02/2020	655.60

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EF127862	11619	TITAN FORD	PURCHASE OF VEHICLES & SERVICING	28/02/2020	92,858.98
EF127863	11825	TOTAL EDEN PTY LTD	RETICULATION SUPPLIES	28/02/2020	16,879.72
EF127864	11642	TRAILER PARTS PTY LTD	TRAILER PARTS	28/02/2020	1,808.78
EF127865	11667	TURFMASTER FACILITY MANAGEMENT	TURF & MOWING SERVICES	28/02/2020	1,320.00
EF127866	11701	VIBRA INDUSTRIAL FILTRATION AUSTRALASIA	FILTER SUPPLIES	28/02/2020	1,592.80
EF127867	11702	VILLA DALMACIA ASSOCIATION INC.	SPECIAL CLUB ACTIVITIES	28/02/2020	1,170.00
EF127868	11715	WA BLUEMETAL	ROADBASE SUPPLIES	28/02/2020	21,868.11
EF127869	11722	WA HINO SALES & SERVICE	PURCHASE OF NEW TRUCKS / MAINTENANCE	28/02/2020	3,105.20
EF127870	11749	WARREN'S EARTHMOVING CONTRACTORS	EARTHMOVING SERVICES	28/02/2020	550.00
EF127871	11773	LANDMARK	CHEMICAL SUPPLIES	28/02/2020	3,784.00
EF127872	11787	DEPARTMENT OF TRANSPORT	VEHICLE SEARCH FEES	28/02/2020	348.80
EF127873	11789	WALGA	ADVERTISING/TRAINING SERVICES	28/02/2020	4,800.00
EF127874	11793	WESTERN IRRIGATION PTY LTD	IRRIGATION SERVICES/SUPPLIES	28/02/2020	19,614.16
EF127875	11795	WESTERN POWER	STREET LIGHTING INSTALLATION & SERVICE	28/02/2020	7,165.00
EF127876	11809	WESTRAC PTY LTD	REPAIRS/MTNCE - EARTHMOVING EQUIPMENT	28/02/2020	2,181.78
EF127877	11835	WURTH AUSTRALIA PTY LTD	HARDWARE SUPPLIES	28/02/2020	1,205.09
EF127878	11854	ZIPFORM	PRINTING SERVICES	28/02/2020	7,543.72
EF127879	12014	TUTT BRYANT EQUIPMENT BT EQUIPMENT PTY LTD	EXCAVATING/EARTHMOVING EQUIPMENT	28/02/2020	17,966.08
EF127880	12028	CITY OF ARMADALE	ANIMAL DISPOSAL SERVICES	28/02/2020	178.24
EF127881	12153	HAYS PERSONNEL SERVICES PTY LTD	EMPLOYMENT SERVICES	28/02/2020	7,177.89
EF127882	12394	MP ROGERS & ASSOCIATES PTY LTD	CONSULTANCY SERVICES - MARINE	28/02/2020	1,670.46
EF127883	12507	TECHNOLOGY FOR AGEING AND DISABILITY WA	MEDICAL SUPPLIES	28/02/2020	198.00
EF127884	12589	AUSTRALIAN INSTITUTE OF MANAGEMENT	TRAINING SERVICES	28/02/2020	1,032.00
EF127885	12803	ASSUREX ESCROW PTY LTD	ANNUAL SOFTWARE FEE	28/02/2020	1,122.00
EF127886	13056	CLEANDUSTRIAL SERVICES PTY LTD	CLEANING SERVICES	28/02/2020	88,745.07
EF127887	13102	MICHAEL PAGE INTERNATIONAL (AUSTRALIA) PTY LTD	EMPLOYMENT SERVICES	28/02/2020	3,940.72
EF127888	13325	MARTIN'S ENVIRONMENTAL SERVICES	WEED SPRAYING SERVICES	28/02/2020	2,843.94
EF127889	13462	ATI-MIRAGE PTY LTD	TRAINING SERVICES	28/02/2020	801.00
EF127890	13563	GREEN SKILLS INC	EMPLOYMENT SERVICES	28/02/2020	2,807.76
EF127891	13825	JACKSON MCDONALD	LEGAL SERVICES	28/02/2020	3,762.00
EF127892	13860	KR'S CONTRACTING	WASTE COLLECTION SERVICES	28/02/2020	18,294.10
EF127893	13873	COCKBURN SES	TRAFFIC MANAGEMENT SERVICES	28/02/2020	1,500.00
EF127894	14530	DONALD VEAL CONSULTANTS PTY LTD	CONSULTANCY SERVICES	28/02/2020	6,853.00
EF127895	14598	ALF REBOLA THE GOOD GUYS	ELECTRICAL GOODS	28/02/2020	2,392.00
EF127896	14777	LGIS JARDINE LLOYD THOMPSON PTY LTD	INSURANCE PREMIUMS	28/02/2020	550.00
EF127897	15271	PLE COMPUTERS PTY LTD	COMPUTER HARDWARE	28/02/2020	735.00
EF127898	15393	STRATAGREEN	HARDWARE SUPPLIES	28/02/2020	7,727.50
EF127899	15609	CATALYSE PTY LTD	CONSULTANCY SERVICES	28/02/2020	8,250.00
EF127900	15668	CARDNO (WA) PTY LTD	CONSULTANCY SERVICES - ENGINEERING	28/02/2020	12,008.15
EF127901	16064	CMS ENGINEERING PTY LTD	AIRCONDITIONING SERVICES	28/02/2020	24,271.20
EF127902	16107	WREN OIL	WASTE DISPOSAL SERVICES	28/02/2020	68.00
EF127903	16399	MAYDAY EARTHMOVING	ROAD CONSTRUCTION MACHINE HIRE	28/02/2020	16,670.50
EF127904	16653	COMPLETE PORTABLES PTY LTD	SUPPLY & HIRE OF MODULAR BUILDINGS	28/02/2020	5,901.18
EF127905	16894	TREBLEX INDUSTRIAL PTY LTD	CHEMICALS - AUTOMOTIVE	28/02/2020	1,362.90
EF127906	16985	WA PREMIX	CONCRETE SUPPLIES	28/02/2020	19,404.00
EF127907	17097	VALUE TISSUE	PAPER PRODUCTS	28/02/2020	201.66
EF127908	17345	KENNARDS HIRE - MYAREE	EQUIPMENT HIRE	28/02/2020	483.00
EF127909	17471	PIRTEK (FREMANTLE) PTY LTD	HOSES & FITTINGS	28/02/2020	5,531.46
EF127910	17553	ALTUS TRAFFIC PTY LTD	TRAFFIC CONTROL SERVICES	28/02/2020	19,321.10
EF127911	17827	NIL SEN (WA) PTY LTD	ELECTRICAL SERVICES	28/02/2020	1,377.42
EF127912	18126	DELL AUSTRALIA PTY LTD	COMPUTER HARDWARE	28/02/2020	5,082.00

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EF127913	18203	NATSYNC ENVIRONMENTAL	PEST CONTROL	28/02/2020	3,867.00
EF127914	18533	FRIENDS OF THE COMMUNITY INC.	DONATION	28/02/2020	420.00
EF127915	18799	DOWN TO EARTH TRAINING & ASSESSING	TRAINING SERVICES	28/02/2020	810.00
EF127916	18962	SEALANES (1985) P/L	CATERING SUPPLIES	28/02/2020	1,341.66
EF127917	19533	WOOLWORTHS LTD	GROCERIES	28/02/2020	2,729.38
EF127918	19541	TURF CARE WA PTY LTD	TURF SERVICES	28/02/2020	18,970.00
EF127919	19713	DISKBANK PTY LTD	CD'S & DVD'S	28/02/2020	1,889.25
EF127920	19762	AUSTRALIAN TRAINING MANAGEMENT PTY LTD	TRAINING SERVICES	28/02/2020	3,580.00
EF127921	19776	JOSH BYRNE & ASSOCIATES	ENVIRONMENTAL CONSULTANT	28/02/2020	3,300.00
EF127922	20000	AUST WEST AUTO ELECTRICAL PTY LTD	AUTO ELECTRICAL SERVICES	28/02/2020	29,611.22
EF127923	20321	RIVERJET PTY LTD	EDUCTING-CLEANING SERVICES	28/02/2020	22,805.00
EF127924	20549	A1 CARPET, TILE & GROUT CLEANING	CLEANING SERVICES - TILES/CARPET	28/02/2020	1,705.00
EF127925	20890	SUBARU & VW OSBORNE PARK	FLEET VEHICLES	28/02/2020	20,913.27
EF127926	21120	SHOREWATER MARINE PTY LTD	MARINE CONSTRUCTION SERVICES	28/02/2020	1,421.31
EF127927	21127	JOANNA AYCKBOURN (VOICES IN SINC)	INSTRUCTION - SINGING	28/02/2020	500.00
EF127928	21287	T.J.DEPIAZZI & SONS	SOIL & MULCH SUPPLIES	28/02/2020	6,519.70
EF127929	21294	CAT HAVEN	ANIMAL SERVICES	28/02/2020	2,664.00
EF127930	21471	WA MACHINERY GLASS	GLAZING SERVICES	28/02/2020	759.00
EF127931	21529	BRAND SUCCESS	PROMOTIONAL PRODUCTS	28/02/2020	803.00
EF127932	21827	MANHEIM PTY LTD	IMPOUNDED VEHICLES	28/02/2020	198.00
EF127933	21864	ACT INDUSTRIAL PTY LTD	SKIP BINS - MANUFACTURE	28/02/2020	20,244.40
EF127934	21884	AIT SPECIALISTS PTY LTD	TAXATION ADVICE	28/02/2020	24,643.03
EF127935	21997	ICT EXPRESS PTY LTD	CONSULTANCY SERVICES - IT	28/02/2020	4,037.55
EF127936	21744	JB HI FI - COMMERCIAL	ELECTRONIC EQUIPMENT	28/02/2020	2,420.00
EF127937	21747	UNICARE HEALTH	WHEELCHAIR HIRE	28/02/2020	238.00
EF127938	21946	RYAN'S QUALITY MEATS	MEAT SUPPLIES	28/02/2020	562.51
EF127939	22337	SEGAFREDO ZANETTI AUST PTY LTD	COFFEE & COFFEE MACHINES	28/02/2020	20.01
EF127940	22404	CLEVERPATCH PTY LTD	ARTS/CRAFT SUPPLIES	28/02/2020	224.29
EF127941	22553	BROWNES FOOD OPERATIONS	CATERING SUPPLIES	28/02/2020	814.52
EF127942	22569	SONIC HEALTH PLUS PTY LTD	MEDICAL SERVICES	28/02/2020	3,331.90
EF127943	22589	JB HI FI - COCKBURN	ELECTRICAL EQUIPMENT	28/02/2020	1,428.00
EF127944	22613	VICKI ROYANS	ARTISTIC SERVICES	28/02/2020	225.00
EF127945	22623	LANDMARK PRODUCTS LTD	LANDSCAPE INFRASTRUCTURE	28/02/2020	4,048.00
EF127946	22624	AUSSIE EARTHWORKS PTY LTD	EARTHWORKS	28/02/2020	19,010.20
EF127947	22639	SHATISH CHAUHAN	TRAINING SERVICES - YOGA	28/02/2020	1,120.00
EF127948	22658	SOUTH EAST REGIONAL CENTRE FOR URBAN LANDCARE INC	URBAN LANDCARE SERVICES	28/02/2020	2,871.12
EF127949	22681	ABBEY BLINDS & CURTAINS	BLINDS	28/02/2020	9,794.00
EF127950	22682	BEAVER TREE SERVICES PTY LTD	TREE PRUNING SERVICES	28/02/2020	88,411.70
EF127951	22809	PUMA ENERGY (AUSTRALIA) FUELS PTY LTD	FUEL SUPPLIES	28/02/2020	51,910.64
EF127952	22913	AUSTRALIAN OFFICE LEADING BRANDS	ENVELOPES	28/02/2020	311.21
EF127953	23288	ARIANE ROEMMELE	AMUSEMENT - CHILDREN'S ACTIVITIES	28/02/2020	760.00
EF127954	23457	TOTALLY WORKWEAR FREMANTLE	CLOTHING - UNIFORMS	28/02/2020	3,385.67
EF127955	23550	HENRICKS CONSULTING PTY LTD	CONSULTANCY SERVICES - HUMAN RESOURCES	28/02/2020	2,684.00
EF127956	23570	A PROUD LANDMARK PTY LTD	LANDSCAPE CONSTRUCTION SERVICES	28/02/2020	6,102.80
EF127957	23579	DAIMLER TRUCKS PERTH	PURCHASE OF NEW TRUCK	28/02/2020	5,731.38
EF127958	23685	ASTRO SYNTHETIC TURF PTY LTD	SITE INSPECTIONS	28/02/2020	132.00
EF127959	23817	ARUP PTY LTD	CONSULTANCY-ENG.PLANNING.DESIGN	28/02/2020	10,135.40
EF127960	23849	JCB CONSTRUCTION EQUIPMENT AUSTRALIA	PLANT/MACHINERY PURCHASE & MAINTENANCE	28/02/2020	972.26
EF127961	23872	ASB MARKETING PTY LTD	PROMOTIONAL PRODUCTS	28/02/2020	161.15
EF127962	24275	TRUCK CENTRE WA PTY LTD	PURCHASE OF NEW TRUCK	28/02/2020	4,628.65
EF127963	24298	TANKS FOR HIRE	EQUIPMENT HIRE	28/02/2020	562.90

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EF127964	24508	AMARANTI'S PERSONAL TRAINING	PERSONAL TRAINING SERVICES	28/02/2020	300.00
EF127965	24810	ALL FLAGS SIGNS & BANNERS	SIGNS, FLAGS, BANNERS	28/02/2020	4,066.70
EF127966	24843	BIBLIOTHECA RFID LIBRARY SYSTEMS AUSTRALIA PTY LTD	PURCHASE OF LIBRARY TAGS	28/02/2020	298.18
EF127967	24855	AUTOMASTERS SPEARWOOD	VEHICLE SERVICING	28/02/2020	3,537.00
EF127968	24725	FERAL INVASIVE SPECIES ERADICATION MANAGEMENT	ERADICATION MANAGEMENT SERVICES	28/02/2020	1,850.00
EF127969	24738	ZENIEN	CCTV CAMERA LICENCES	28/02/2020	11,027.50
EF127970	24748	PEARMAN'S ELECTRICAL & MECHANICAL SERVICES P/L	ELECTRICAL SERVICES	28/02/2020	15,415.91
EF127971	24864	FREMANTLE FOOTBALL CLUB	MERCHANDISE STOCK FOR RETAIL SALE	28/02/2020	5,167.30
EF127972	24949	BITUMEN SURFACING	BITUMEN SUPPLIES	28/02/2020	13,442.70
EF127973	24978	AMBIUS	PLANTS SUPPLIES	28/02/2020	690.29
EF127974	25083	SUPERIOR PAK PTY LTD	VEHICLE MAINTENANCE	28/02/2020	14,752.71
EF127975	25092	LINK S MODULAR SOLUTIONS PTY LTD	SOFTWARE - ANNUAL SUPPORT & UPGRADES	28/02/2020	3,469.82
EF127976	25121	IMAGESOURCE DIGITAL SOLUTIONS	BILLBOARDS	28/02/2020	7,176.62
EF127977	25128	HORIZON WEST LANDSCAPE & IRRIGATION P/L	LANDSCAPING SERVICES	28/02/2020	198.00
EF127978	25282	CARABINER PTY LTD	ARCHITECTURAL SERVICES	28/02/2020	10,838.10
EF127979	25415	JANDAKOT STOCK & PET SUPPLIES	PET SUPPLIES	28/02/2020	400.00
EF127980	25418	C S LEGAL	LEGAL SERVICES	28/02/2020	18,744.26
EF127981	25588	ENVIROVAP PTY LTD	HIRE OF LEACHATE UNITS	28/02/2020	17,490.00
EF127982	25645	YELAKITJ MOORT NYUNGAR ASSOCIATION INC	WELCOME TO THE COUNTRY PERFORMANCES	28/02/2020	1,200.00
EF127983	25657	LOCK JOINT AUSTRALIA	LOCKSMITH SERVICES	28/02/2020	1,287.00
EF127984	25733	MIRACLE RECREATION EQUIPMENT	PLAYGROUND INSTALLATION / REPAIRS	28/02/2020	1,705.00
EF127985	25738	BLUE TANG (WA) PTY LTD T/AS EMERGE ASSOCIATES	CONSULTANCY SERVICES	28/02/2020	5,500.00
EF127986	25813	LG CONNECT PTY LTD	ERP SYSTEMS DEVELOPMENT	28/02/2020	1,430.53
EF127987	25940	LEAF BEAN MACHINE	COFFEE BEAN SUPPLY	28/02/2020	800.00
EF127988	26087	SPRAYKING WA PTY LTD	CHEMICAL WEED CONTROL SERVICES	28/02/2020	1,058.00
EF127989	26257	PAPERBARK TECHNOLOGIES	ARBORICULTURAL CONSULTANCY SERVICES	28/02/2020	9,998.20
EF127990	26259	PATIOS PLUS WA	CONSTRUCTION SERVICES - PATIOS	28/02/2020	20,827.00
EF127991	26303	GECKO CONTRACTING TURF & LANDSCAPE MAINTENANCE	TURF & LANDSCAPE MAINTENANCE	28/02/2020	85,368.50
EF127992	26314	CPE GROUP	TEMPORARY EMPLOYMENT SERVICES	28/02/2020	6,423.05
EF127993	26369	ALL RETAINING SYSTEMS	CONSTRUCTION SERVICES	28/02/2020	4,730.00
EF127994	26399	PAPERSCOUT	GRAPHIC DESIGN SERVICES	28/02/2020	814.00
EF127995	26403	CHES POWER GROUP	ENGINEERING SOLUTIONS / BACK UP GENERATO	28/02/2020	860.00
EF127996	26442	BULLANT SECURITY PTY LTD KEY WEST LOCK SERVICE & SALES	LOCKSMITH & SECURITY SERVICES	28/02/2020	517.17
EF127997	26449	ECO SHARK BARRIER PTY LTD	LEASING FEE FOR SHARK BARRIER	28/02/2020	22,250.00
EF127998	26470	SCP CONSERVATION	FENCING SERVICES	28/02/2020	52,072.90
EF127999	26574	EVA BELLYDANCE	ENTERTAINMENT - BELLY DANCING	28/02/2020	300.00
EF128000	26608	ENVIRO INFRASTRUCTURE PTY LTD	CONSTRUCTION& FABRICATION	28/02/2020	13,128.70
EF128001	26610	TRACC CIVIL PTY LTD	CIVIL CONSTRUCTION	28/02/2020	7,722.00
EF128002	26614	MARKETFORCE PTY LTD	ADVERTISING	28/02/2020	2,992.18
EF128003	26625	ANDOVER DETAILERS	CAR DETAILING SERVICES	28/02/2020	1,098.15
EF128004	26640	PLAYGROUND CENTRE AUSTRALIA	OUTDOOR FITNESS EQUIPMENT	28/02/2020	5,229.40
EF128005	26655	WORLDWIDE PRINTING SOLUTIONS EAST PERTH	PRINTING SERVICES	28/02/2020	58.00
EF128006	26680	EPOCH TRAINING	BUSINESS TRAINING	28/02/2020	750.00
EF128007	26698	MELVILLE MITSUBISHI	PURCHASE OF NEW VEHICLES & MAINTENANCE	28/02/2020	37,366.87
EF128008	26709	TALIS CONSULTANTS PTY LTD	WASTE CONSULTANCY	28/02/2020	6,451.50
EF128009	26721	QUAD SERVICES PTY LTD	CLEANING SERVICES	28/02/2020	18,348.84
EF128010	26735	SHANE MCMASTER SURVEYS	SURVEY SERVICES	28/02/2020	6,050.00
EF128011	26739	KERB DOCTOR	KERB MAINTENANCE	28/02/2020	16,195.65
EF128012	26740	MADDINGTON TOYOTA	AUTOMOTIVE	28/02/2020	14,953.36
EF128013	26754	INSIGHT CALL CENTRE SERVICES	CALL CENTRE SERVICES	28/02/2020	7,288.11
EF128014	26773	LASER CORP'S COMBAT ADVENTURES	ENTRY FEES	28/02/2020	852.94

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF128015	26782	SOFT LANDING	RECYCLING SERVICES	28/02/2020	17,166.22
EF128016	26791	MONSTERBALL AMUSEMENT & HIRE	AMUSEMENT HIRE	28/02/2020	1,990.00
EF128017	26818	PERTH'S OUTBACK SPLASH	AMUSEMENT	28/02/2020	821.00
EF128018	26831	AFL SPORTS READY LTD	EDUCATION & TRAINING	28/02/2020	1,825.82
EF128019	26843	ERGOLINK	ERGONOMIC OFFICE FURNITURE	28/02/2020	541.77
EF128020	26883	GTA CONSULTANTS	TRANSPORT PLANNING	28/02/2020	3,830.00
EF128021	26888	MEDIA ENGINE	GRAPHIC DESIGN, MARKETING, VIDEO PRODUCT	28/02/2020	8,313.00
EF128022	26898	SPANDEX ASIA PACIFIC PTY LTD	SIGNAGE SUPPLIER	28/02/2020	757.74
EF128023	26901	ALYKA PTY LTD	DIGITAL CONSULTANCY AND WEB DEVELOPMENT	28/02/2020	577.50
EF128024	26909	WEST COAST PROFILERS PTY LTD	ROAD PLANING COLD SERVICES	28/02/2020	15,794.90
EF128025	26911	HARVEY NORMAN OCONNOR	RETAIL	28/02/2020	1,748.00
EF128026	26915	FOCUSSED VISION CONSULTING PTY LTD	CONSULTING	28/02/2020	1,309.00
EF128027	26929	ELAN ENERGY MATRIX PTY LTD	RECYCLING SERVICES	28/02/2020	895.33
EF128028	26938	MAJESTIC PLUMBING	PLUMBING SERVICES	28/02/2020	32,773.36
EF128029	26940	FLOORWEST	FLOOR COVERINGS	28/02/2020	11,440.00
EF128030	26946	AV TRUCK SERVICES PTY LTD	TRUCK DEALERSHIP	28/02/2020	2,509.46
EF128031	26950	WALCON MARINE AUSTRALASIA PTY LTD	MARINE SERVICES	28/02/2020	10,582.00
EF128032	26964	SOUTH METROPOLITAN TAFE	EDUCATION	28/02/2020	1,020.25
EF128033	26987	CTI RISK MANAGEMENT	SECURITY - CASH COLLECTION	28/02/2020	118.80
EF128034	26989	P & M AUTOMOTIVE EQUIPMENT	SERVICE & MAINTENANCE MECHANICAL	28/02/2020	449.02
EF128035	27002	COCKBURN PARTY HIRE	HIRE SERVICES	28/02/2020	578.00
EF128036	27006	BIBRA LAKE IGA XPRESS	LIQUOR SUPPLIES	28/02/2020	1,570.68
EF128037	27012	SPECIALTY CURTAINS & BLINDS	CURTAINS/BLINDS	28/02/2020	2,626.80
EF128038	27015	INTELLI TRAC	GPS TRACKING	28/02/2020	2,216.50
EF128039	27019	GLASS100	GLAZING SERVICES	28/02/2020	665.00
EF128040	27027	FRIG TECH WA	REFRIDGERATION SERVICES	28/02/2020	352.00
EF128041	27031	DOWNER EDI WORKS PTY LTD	ASPHALT SERVICES	28/02/2020	25,006.10
EF128042	27034	ADELBY PTY LTD	FIREBREAK CONSTRUCTION	28/02/2020	1,232.20
EF128043	27044	GRAFFITI SYSTEMS AUSTRALIA	GRAFFITI REMOVAL & ANTI-GRAFFITI COATING	28/02/2020	13,278.77
EF128044	27048	TFH HIRE SERVICES PTY LTD	HIRE FENCING	28/02/2020	639.65
EF128045	27059	FRONTLINE FIRE AND RESCUE EQUIPMENT	MANUFACTURE-FIRE VEHICLES/EQUIPMENT	28/02/2020	3,012.92
EF128046	27085	WESTBOOKS	BOOKS	28/02/2020	3,881.55
EF128047	27089	HART SPORT	SPORTS EQUIPMENT	28/02/2020	1,502.40
EF128048	27082	KULBARDI PTY LTD	STATIONERY SUPPLIES	28/02/2020	1,180.36
EF128049	27085	SAVILLS PROJECT MANAGEMENT PTY LTD	PROJECT MANAGEMENT	28/02/2020	4,400.00
EF128050	27098	G2 (Q-SQUARED)	DIGITAL DATA SERVICE	28/02/2020	3,453.45
EF128051	27131	WEST COAST COMMERCIAL INDUSTRIES	LOCKERS	28/02/2020	280.01
EF128052	27132	WILMA SCENINI	TRAINING & INSTRUCTOR	28/02/2020	400.00
EF128053	27143	EMBROIDME SUCCESS	EMBROIDERY SERVICES	28/02/2020	165.00
EF128054	27154	SUEZ RECYCLING & RECOVERY PTY LTD	WASTE SERVICES	28/02/2020	21,791.54
EF128055	27161	NEXT POWER	SOLAR PANEL	28/02/2020	2,264.04
EF128056	27168	NIGHTLIFE MUSIC PTY LTD	MUSIC MANAGEMENT	28/02/2020	522.31
EF128057	27189	HEALTHSTRONG PTY LTD	HOME CARE	28/02/2020	220.00
EF128058	27234	GOZCUP	REUSABLE CUPS	28/02/2020	349.00
EF128059	27237	LOBEL EVENTS	EVENT LIGHTING	28/02/2020	13,016.96
EF128060	27241	LANDSCAPE ELEMENTS PTY LTD	LANDSCAPING SERVICES	28/02/2020	16,461.75
EF128061	27242	KP ELECTRIC (AUSTRALIA) PTY LTD	ELECTRICAL SERVICES	28/02/2020	439.03
EF128062	27248	VEALE AUTO PARTS	SPARE PARTS MECHANICAL	28/02/2020	2,901.70
EF128063	27268	FOCUS ENVIRO	PLANT & MACHINERY	28/02/2020	1,950.00
EF128064	27269	INTEGRAPAY PTY LTD	PAYMENT PROCESSING	28/02/2020	12,516.53
EF128065	27290	COASTMAC TRAILERS	SPECIALTY TRAILER MANUFACTURE	28/02/2020	450.00

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF128066	27308	JATU CLOTHING & PPE PTY LTD	CLOTHING PPE	28/02/2020	575.89
EF128067	27324	BEBCART PTY LTD	CARTOGRAPHIC AND DRAFTING SERVICES	28/02/2020	1,122.00
EF128068	27334	WESTCARE PRINT	PRINTING SERVICES	28/02/2020	451.00
EF128069	27344	RUCKUS SCOOTERS	SCOOTER PROGRAMMES	28/02/2020	3,300.00
EF128070	27348	MESSAGE MEDIA	TELECOMMUNICATIONS	28/02/2020	1,292.08
EF128071	27351	PROGRAMMED PROPERTY SERVICES	PROPERTY MAINTENANCE	28/02/2020	15,203.28
EF128072	27377	ACCIDENTAL HEALTH AND SAFETY - PERTH	FIRST AID SUPPLIES	28/02/2020	311.45
EF128073	27381	FIT FOR LIFE EXERCISE PHYSIOLOGY	EXERCISE CLASSES	28/02/2020	1,080.00
EF128074	27384	SIFTING SANDS	SAND CLEANING	28/02/2020	2,062.00
EF128075	27392	AXIS MAINTENANCE SERVICES PTY LTD	MAINTENANCE	28/02/2020	2,449.36
EF128076	27398	ANKEET MEHTA SPEARWOOD NEWSPAPER ROUND DELIVERY	NEWSPAPER DELIVERY	28/02/2020	60.33
EF128077	27401	EMPRISE MOBILITY PTY LTD	MOBILITY EQUIPMENT	28/02/2020	629.00
EF128078	27423	MECHANICAL PROJECT SERVICES PTY LTD	AIRCONDITIONING SERVICES	28/02/2020	1,145.10
EF128079	27428	THE KART CENTRE PTY. LTD	GO - KART HIRE	28/02/2020	1,050.00
EF128080	27427	HOME CHEF	COOKING/FOOD SERVICES	28/02/2020	478.31
EF128081	27450	AAA PRODUCTION SERVICES	HIRE PA/SATGE SYSTEMS	28/02/2020	72,408.03
EF128082	27452	INTEGRATED FUEL SERVICES & SOLUTION PTY LTD	PETROLEUM CHEMICAL	28/02/2020	671.50
EF128083	27455	SITE PROTECTIVE SERVICES	CCTV PARTS	28/02/2020	24,472.32
EF128084	27482	BILLI AUSTRALIA PTY LTD	WATER FILTER TAPS	28/02/2020	883.30
EF128085	27499	HODGE COLLARD PRESTON ARCHITECTS	ARCHITECTS	28/02/2020	3,147.98
EF128086	27507	FACILITIES FIRST AUSTRALIA	CLEANING SERVICES	28/02/2020	7,008.42
EF128087	27512	AGENT SALES & SERVICES PTY LTD	POOL CHEMICALS	28/02/2020	2,079.00
EF128088	27523	ROBERT LAWRENCE TOOHEY	HIGH PRESSURE CLEANING	28/02/2020	2,953.50
EF128089	27535	THE FOREVER PROJECT PTY LTD	CONSULTANCY	28/02/2020	2,524.50
EF128090	27539	JASMIN CARPENTRY & MAINTENANCE	CARPENTRY	28/02/2020	11,190.19
EF128091	27548	STANDING FORK	CATERING	28/02/2020	1,861.20
EF128092	27551	INCOGNITO CATERING		28/02/2020	1,569.70
EF128093	27567	CHORUS AUSTRALIA LIMITED	HEALTH CARE SERVICES	28/02/2020	3,502.95
EF128094	27576	ZUMBA FITNESS WITH TRACY	ZUMBA FITNESS CLASSES	28/02/2020	560.00
EF128095	27622	TRUGRADE MEDICAL SUPPLIES	MEDICAL SUPPLIES	28/02/2020	1,735.08
EF128096	27631	AQUATIC SERVICES WA PTY LTD	POOL EQUIPMENT & MAINTENANCE	28/02/2020	3,394.60
EF128097	27644	CMAKTECH	ICT ENGINEERING & CONSULTING	28/02/2020	80,760.32
EF128098	27645	DEPARTMENT OF AGRICULTURE, WATER AND THE ENVIRONMENT	GOVERNING BODY	28/02/2020	780.00
EF128099	27646	SITE ARCHITECTURE STUDIO	ARCHITECTURAL SERVICES	28/02/2020	4,138.00
EF128100	27657	POSITIVE BALANCE MASSAGE	MASSAGE THERAPY	28/02/2020	100.00
EF128101	27678	BLUE FORCE PTY LTD	SECURITY SERVICES	28/02/2020	842.00
EF128102	27684	JAM MURPHY PTY LTD	TRAINING	28/02/2020	2,747.25
EF128103	27695	QTM PTY LTD	TRAFFIC MANAGEMENT	28/02/2020	8,140.85
EF128104	27705	GOGO FISH	COSTUME/MASKOTS	28/02/2020	902.00
EF128105	27715	FRANMARINE UNDERWATER SERVICES PTY LTD	COMMERCIAL DIVING	28/02/2020	2,997.50
EF128106	27719	PULSE LOCATING	CABLE LOCATIONS	28/02/2020	704.00
EF128107	27776	URBAN RESOURCES PTY LTD	HIRE PALNT & EQUIPMENT	28/02/2020	8,800.00
EF128108	27780	BIG SKY ENTERTAINMENT (WA) PTY LTD	ENTERTAINMENT - BOOKING AGENT	28/02/2020	1,848.00
EF128109	27784	ROP'S ENGINEERING AUSTRALIA PTY LTD	CRANE REPAIRS	28/02/2020	2,441.56
EF128110	27789	HARCOURT S REALTY PLUS	REAL ESTATE SALES AND LEASING	28/02/2020	121.00
EF128111	27790	LATITUDE CREATIVE SERVICES	CULTURAL HERITAGE SERVICES	28/02/2020	5,379.00
EF128112	27799	WA PROFILING AND STABILISATION PTY LTD	ROAD PROFILING	28/02/2020	43,265.23
EF128113	27802	WIZARDS OF OZ	MUSIC ENTERTAINMENT	28/02/2020	2,800.00
EF128114	27809	RA-ONE PTY LTD	SOFTWARE	28/02/2020	12,100.00
EF128115	27814	KINESIS PTY LTD	CONSULTANCY - SUSTAINABILITY	28/02/2020	16,500.00
EF128116	27818	MODUS COMPLIANCE PTY LTD	CONSULTANCT ENGINEERING	28/02/2020	1,188.00

FEBRUARY PAYMENT LISTING

MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
EF128117	27819	AXIIS CONTRACTING PTY LTD	CONCRETE WORKS	28/02/2020	16,545.38
EF128118	27831	BUTLER AND BROWN	EVENT MANAGEMENT	28/02/2020	104,500.00
EF128119	27833	JOHANNES FINE ART	PHOTOGRAPHIC SERVICES	28/02/2020	855.00
EF128120	27837	BICYCLE NETWORK	CONSULTANCY - BICYCLE SERVICES	28/02/2020	10,802.00
EF128121	27842	LIGHT HOUSE LAUNDRY	LAUNDERING	28/02/2020	82.45
EF128122	27846	UNIPLAY	PLAYGROUND DESIGN, SALES & INSTALLATION	28/02/2020	14,803.80
EF128123	27850	DOWSING GROUP PTY LTD	PLAYGROUND DESIGN, SALES & INSTALLATION	28/02/2020	3,251.95
EF128124	27852	FIRST 5 MINUTES PTY LTD	TRAINING & EDUCATION	28/02/2020	1,529.00
EF128125	27855	TOTAL LANDSCAPE REDEVELOPMENT SERVICE PTY LTD	TREE WATERING	28/02/2020	33,843.00
EF128126	27862	PASES AQUA PTY LTD	AQUATIC SERVICES	28/02/2020	4,400.00
EF128127	27863	CARERS PLUS	NURSING SERVICES	28/02/2020	1,868.64
EF128128	27866	SELECT FRESH PTY LTD	FOOD SUPPLIE,FRUIT & VEG	28/02/2020	521.77
EF128129	27888	BBC ENTERTAINMENT	ENTERTAINMENT AGENCY	28/02/2020	4,180.00
EF128130	27892	RE SOLVE GROUP PTY LTD	CONSULTANCY - BCA CERTIFICATION	28/02/2020	887.50
EF128131	27894	LIFECARE HOMECARE	HEALTHCARE	28/02/2020	121.00
EF128132	27895	COACH AI LTD	MARKETING	28/02/2020	8,899.00
EF128133	27902	WILD WEST HYUNDAI	VEHICLES	28/02/2020	47,014.74
EF128134	27911	MACRAE PROJECT SERVICES PTY LTD	TRAINING	28/02/2020	924.00
EF128135	27913	EMERGE ASSOCIATES	ENVIRONMENTAL CONSULTING	28/02/2020	10,878.85
EF128136	27916	BODY BIKE AUSTRALIA PTY LTD	VEHICLES	28/02/2020	568.17
EF128137	27918	EDGE PEOPLE MANAGEMENT	VEHICLES	28/02/2020	381.75
EF128138	27919	BARK ENVIRONMENTAL	DIEBACK TREATMENT	28/02/2020	1,746.25
EF128139	27923	MENTAL HEALTH FIRST AID AUSTRALIA	TRAINING	28/02/2020	3,550.00
EF128140	27924	PURESTEEL HOLDINGS PTY LTD	LEASING SERVICES	28/02/2020	8,250.00
EF128141	20408	HSTPLUS SUPERANNUATION FUND	PAYROLL DEDUCTIONS	27/02/2020	27.30
EF128142	11758	WATER CORP UTILITY	WATER USAGE / SUNDRY CHARGES	28/02/2020	59,736.92
EF128143	11760	WATER CORPORATION	SEWER EASEMENT	28/02/2020	4,066.95
EF128144	27921	SANDSTORM EVENTS PTY LTD	ARTISTIC - SAND SCULPTING	28/02/2020	7,700.00
		TOTAL OF 742 EFT PAYMENTS			7,290,815.17
		LESS: CANCELLED EFT PAYMENTS:			
EF127345		MARK NEIL		4/02/2020	-300.00
EF127267		ERIC POWELL		5/02/2020	-2,875.00
EF127275		ROBERT ROBERTSON		13/02/2020	-200.00
EF127283		MICAHIEL ROWNEY		13/02/2020	-200.00
EF127419		CHRISTOPHER & UNA LEED		17/02/2020	-882.34
EF127446		JENNIFER LEE FOOTE		17/02/2020	-45.00
					- 4,302.34
		TOTAL EFT PAYMENTS (NET OF CANCELLED PAYMENTS)			7,286,512.83
		ADD: BANK FEES AND CREDIT CARD PAYMENTS			
		BANK FEES			
		MERCHANT FEES COC			6,476.40
		MERCHANT FEES MARINA			276.05
		MERCHANT FEES ARC			2571.22
		MERCHANT FEES VARIOUS OUT CENTRES			1,142.99
		NATIONAL BPAY CHARGE			4,390.90
		RTGS/ACLR FEE			
		NAB TRANSACT FEE			1658.92

FEBRUARY PAYMENT LISTING
MUNICIPAL & TRUST FUND

PAYMENT No.	ACCOUNT No.	PAYEE	PAYMENT DESCRIPTION	DATE	VALUE \$
		MERCHANDISE / OTHER FEES			79,641.35
		CBA CREDIT CARD PAYMENT			96,155.83
		ADD: PAYROLL PAYMENTS			
		COC24/01/20 Pmt 000153901568 City of Coakburn		5/02/2020	1,452,566.79
		COC08/02/20 Pmt 000154005655 City of Coakburn		6/02/2020	894.17
		COC07/02/20 Pmt 000154244786 City of Coakburn		11/02/2020	26,786.80
		COC07/02/20 Pmt 000154785250 City of Coakburn		19/02/2020	1,413,799.50
		COC20/02/20 Pmt 000154875937 City of Coakburn		20/02/2020	111.72
		COC21/02/20 Pmt 000154936429 City of Coakburn		21/02/2020	247.19
					2,894,405.97
		TOTAL PAYMENTS MADE FOR THE MONTH			10,277,074.63

Credit Card Transactions Feb 2020	
Card Holder Name	\$
ALEXANDRA K MORTON	3,635.53
ALISON WATERS	577.08
ANDREW LEFORT	369.04
ANTON LEES	264.00
ASANKA VIDANAGE	11.55
CHRISTOPHER BEATON	872.90
COLLEEN MILLER	448.15
COURTNEE THOMSON	15,758.85
LEAH NAPIER	1,936.90
LINDA SEYMOUR	3,862.24
LINDA WALKER	- 301.06
MARIE LA FRENAIS	1,836.84
MICHAEL EMERY	702.57
MIRANDO RADJA	977.22
MISS JESSICA DONALD	1,846.83
MR ANTONIO NATALE	7,388.00
MR BRETT FELLOWS	662.97
MR BRETT MCEWIN	2,881.34
MR C MACMILLAN	549.37
MR CHARLES SULLIVAN	115.65
MR CLIFFORD RYAN	787.90
MR CLIVE J CROCKER	769.25
MR DANIEL ARNDT	111.00
MR DONALD M GREEN	2,725.14
MR GLEN WILLIAMSON	240.60
MR GLENN PETHICK	488.79
MR JOHN WEST	145.75
MR MICHAEL HAYNES	254.31
MR NELSON MAURICIO	3,819.79
MR NICHOLAS JONES	1,855.07
MR PAUL HOGAN	517.00
MR PAUL J DE BRUIN	1,281.77
MR S ATHERTON	1,795.61
MR S PALMER	687.47
MRS GLORIA ASKANDER	1,394.56
MRS JULIE MCDONALD	1,156.65
MRS KIM HUNTER	1,298.26
MRS S SEYMOUR-EYLES	2,062.73
MRS SANDRA TAYLOR	1,812.80
MRS SARAH KAHLE	10.00
MRS SHARON STILL	552.20
MS BARBARA FREEMAN	141.39
MS CAROLINE LINDSAY	1,703.44
MS JILL ZUMACH	127.70
MS MICHELLE CHAMPION	159.00
MS NICOLA JANE LEDGER	156.27
MS NICOLE CAMARDA	241.00
MS PENELOPE PRICE	3,190.25
MS SAMANTHA BARON	1,183.87
MS SAMANTHA STANDISH	39.00
MS SANDRA EDGAR	1,374.58
MS SIMONE SIEBER	722.88
PASCAL BALLEY	24.00
PAUL DANIEL NORLIN	574.04
RACHEL JANE PLEASANT	24.00
STEVEN JOHN ELLIOT	1,061.81
STUART DOWNING	755.50
Total	79,641.35

Stuart Downing Credit Card Transactions Feb 2020				
Budget Number		Amount	Narration	Narration
GL	116-6303	707.00	Portfolio management info	MARCUS TODAY PTY LTD
GL	116-6303	40.00	Subs to WSJ and Aust	NEWS LIMITED
GL	116-6256	8.50	One staff One non-staff	GOLDEN CRUZ PTY LTD
		755.50		

15.2 STATEMENT OF FINANCIAL ACTIVITY AND ASSOCIATED REPORTS - FEBRUARY 2020 & COVID-19 COMMUNITY FINANCIAL SUPPORT AND RELIEF MEASURES

Author(s) S Ng and N Mauricio

Attachments 1. Statement of Financial Activity - February 2020 [↓](#)
2. Rates Fees & Charges Update 2019-20 [↓](#)

RECOMMENDATION

That Council:

- (1) adopt the Statement of Financial Activity and associated reports for February 2020, as attached to the Agenda;
- (2) amend the 2019-20 Municipal Budget in accordance with the detailed schedule attached as follows:

Revenue (Capital and Operating)	964,913	Increase
Expenditure (Capital & Operating)	976,015	Increase
Transfers from Reserves	17,531	Increase
Net impact on closing Municipal budget surplus	6,429	Increase

- (3) pursuant to section 6.16 of the Local Government Act 1995, amend the schedule of Fees and Charges included in the 2019-2020 budget by removing several fees & charges related to property rates as contained in the attachment to the agenda; and
- (4) pursuant to section 6.51(1) and subject to section 6.51(4) of the Local Government Act 1995 and Regulation 70 of the Local Government (Financial Management) Regulations 1996, discontinues the imposition of interest charges at 7%, as adopted in the 2019-20 annual budget, for rates (and service charges) and costs of proceedings to recover such charges that remain unpaid as at 19 March 2020 and until 30 June 2020.

TO BE CARRIED BY AN ABSOLUTE MAJORITY OF COUNCIL

Background

Local Government (Financial Management) Regulations 1996 prescribe that a Local Government is to prepare each month a Statement of Financial Activity.

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

1. Details of the composition of the closing net current assets (less restricted and committed assets);
2. Explanation for each material variance identified between 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 two months after the end of the month to which the statement relates. The regulations require the information reported in the statement to be shown either by nature 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 and Council adopted at the July 2019 meeting to set a materiality threshold of \$300,000 for the 2019-2020 financial year (FY). Detailed analysis of budget variances is an ongoing exercise, with necessary budget amendments either submitted to Council each month via this standing agenda item or included in the City's mid-year budget review, as required by legislation.

Submission

N/A

Report

COVID-19 – Community Financial Relief Measures

In these unprecedented times, community leaders at all levels are being looked upon to provide financial relief to those impacted within their communities by the associated economic downturn from the Coronavirus (COVID-19) pandemic. The State Government has declared a State of Emergency for Western Australia and Local governments have a vital role to play in both the response and recovery phases of the pandemic crisis. This involves both dealing with health and social impacts within the community, as well as responding to the economic consequences brought on by the crisis. An increasing number of local governments have already announced financial relief measures that they have taken or plan to take.

It is important that the City also responds in a swift manner and communicates its intentions to alleviate stress and concern within the community. It is envisaged that a plan of measures will be progressively developed by the City over the coming weeks, given the rapid and constant pace of change in the scenario and individual circumstances faced. However, the following financial measures have already been identified and several of these need Council approval given the budgetary impacts.

1. Cancel penalty interest being charged on outstanding rates, effective from 19 March to 30 June 2020 - *economic impact: loss of revenue estimated at \$75,000 (but only \$33,000 below full year budget target).*
2. Cancel various rates related fees and charges (ie: direct debit/cheque dishonour fees, refund application fees, payment arrangement fees, copy of rates notice fees) effective from 19 March - *economic impact: loss of revenue estimated at \$5,000*
3. Suspend formal (legal) debt recovery processes on outstanding rates until 30 June 2020 - *economic impact: delayed cash inflows*
4. Ratepayers facing financial hardship will be allowed to defer payments for three (3) months or enter into more generous payment arrangements - *economic impact: delayed cash inflows.*
5. Commercial based debtors experiencing financial hardship will be provided with more compassionate payment options - *economic impact: delayed cash inflows.*
6. Community based debtors will be allowed to defer repayment of existing debts for three (3) months - *economic impact: delayed cash inflows.*
7. Upon request, allow tenants of City owned or managed leased (or licenced) premises to suspend/defer up to 100% of their rent payment (not including outgoings) for an initial 3 month period (to 30 June 2020). Consideration will then be given (at the appropriate time) to any rent relief options, once COVID-19 impacts on tenants and the City are better understood - *economic impact: delayed cash inflows (at this stage)*
8. Naval Base shack lessees will be afforded more compassionate payment options, with penalty interest being waived to 30 June 2020 - *economic impact: delayed cash inflows & loss of penalty interest estimated at under \$1,000.*
9. Full refunds given on all cancelled bookings and events at City facilities - *economic impact: loss of hire and event revenue estimated at under \$100,000.*
10. Sporting Clubs COVID Support Package - Stage 1 (for seasonal hire clubs up to \$750 and leased facility clubs up to \$2000). This will support Clubs to continue payment of ongoing costs such as utilities, ESL, insurances etc. thus ensuring that sporting clubs

remain financially sustainable during this period where all sources of income have ceased. This will be funded from existing grant programs with available capacity.

11. The City has halted the issue of final notices and referrals to Fines Enforcement Registry for already issued infringements until 30 June 2020 - *economic impact: delayed cash inflows.*
12. Rangers are taking a more lenient approach with the issue of infringements and issuing cautions where appropriate.
13. The City is now paying its suppliers in an average 15 days from invoice (rather than 30 days from end of month) - *economic impact: hastened cash outflows.*

Further, the City's administration is now preparing the draft Municipal budget for 2020/21 for Council consideration premised on a zero rate increase. This is in line with the Premier's request and the already announced intentions of several other local governments.

An important aspect in providing a zero rate increase for all rateable properties will be a proposed deferral of the Gross Rental Value (GRV) revaluation that is currently scheduled to apply for 2020/21. The City's CEO has suggested WALGA approach the Minister for Local Government seeking a deferment of the implementation of the revaluation from 1 July 2020 to 1 July 2021. This would eliminate properties receiving either rates increases or decreases based on their property's divergence from the average residential GRV increase across the City.

Other financial relief measures being developed and proposed for the 2020/21 budget include:

1. Elimination of instalment and penalty interest on rates,
2. Elimination of various fees and charges on rates, including instalment administration fees,
3. Removal of mandatory waste service levy from commercial/industrial properties not utilising the City's service.
4. A prioritised lean capital works budget favouring 'shovel ready' projects, with a reserve list ready to be called upon at the 2020/21 mid-year budget review, should circumstances warrant (noting the 2019/2020 carry forwards are now expected to be significant).
5. Sporting Clubs COVID Support Package - Stage 2 will consider a short term reduction in hire fees at such time as facilities are reopened.
6. Consideration of rent relief options for tenants of City owned or managed leased (or licenced) premises, based on verified COVID-19 impacts.
7. Deferring the adoption of the 2020-21 budget to July or August, once impacts on the City and the community are better known and understood.

As the situation develops, the City will continue formulating response and recovery strategies and those with financial impacts will be included in the draft 2020-21 budget for Council consideration.

In the budget amendments proposed this month, there is an initial allocation of \$50,000 to cover COVID-19 related costs for the City during the recovery and response period. This will cover costs associated with working from home requirements, implementing the vulnerable communities plan, bulk purchase of hand sanitiser and face masks, facility closure expenses and other unforeseen costs.

February 2020 Financial Report

Opening Surplus

The opening surplus brought forward from FY 2018-2019 following the audit completion, was \$7.24 million. The revised budget now matches the actual surplus after the take up of a current provision for rehabilitating the Henderson landfill site of \$5.17 million. This was a requirement under Australian Accounting Standards, given the planned capping of Cell 6 this financial year.

Closing Surplus

The City's actual closing surplus position for the month of \$71.68 million was \$0.90 million over the YTD budget. The closing surplus reported at the start of each financial year is a large amount, due to the inclusion of the annual rates revenue in the month of July. It then progressively reduces throughout the year as the City delivers its budgeted programs and services. The YTD budget variance in the surplus reflects the sum of all budget variances across the operating and capital programs as further detailed in this report.

The FY 2019-2020 revised budget is currently showing a closing surplus of \$37,386 (up from \$12,771 in the adopted budget but down from \$304,765 in January as \$267,379 of which was utilised for mid-year budget review). Note 3 of the financial report reconciles the change in budget surplus.

Operating Revenue

Operating revenue of \$140.84 million was over the YTD budget by \$1.58 million. A significant portion of the City's operating revenue is brought to account in July each year upon the issue of the annual rates notices. The remaining revenue, largely comprising service fees, operating grants, contributions and interest earnings, flows relatively 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 \$M	Revised Budget YTD \$M	Variance to Budget \$M	FY Revised Budget \$M
Rates	105.60	105.31	0.29	105.82
Specified Area Rates	0.59	0.58	0.01	0.60
Fees and Charges	22.54	21.86	0.68	30.20
Operating Grants and Subsidies	7.44	7.25	0.19	10.31
Contributions, Donations, Reimbursements	1.06	0.96	0.10	1.55
Interest Earnings	3.62	3.31	0.30	4.82
Total	140.84	139.26	1.58	153.29

The material variances identified for the month included:

- Fees and Charges (\$0.68 million above YTD budget) mainly due to higher landfill fees and marina pen fees – direct income, collectively \$0.36 million above YTD budget.
- Interest Earnings (\$0.30 million above YTD budget) however expect this to regress as the global economic slows down due to the COVID-19 pandemic.

Operating Expenditure

Operating expenditure of \$96.20 million was under the YTD budget by \$5.12 million. 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	36.62	36.96	0.34	57.51
Employee Costs - Indirect	0.59	0.69	0.10	1.57
Materials and Contracts	24.91	28.71	3.80	43.02
Utilities	3.54	3.83	0.29	5.73

Nature or Type Classification	Actual Expenses \$M	Revised Budget YTD \$M	Variance to Budget \$M	FY Revised Budget \$M
Interest Expenses	0.44	0.41	(0.03)	0.81
Insurances	1.53	1.47	(0.06)	1.47
Other Expenses	5.57	5.65	0.08	9.49
Depreciation (non-cash)	23.55	23.92	0.37	36.12
Amortisation (non-cash)	0.72	0.76	0.04	1.14
Internal Recharging-CAPEX	(1.27)	(1.08)	0.19	(1.57)
Total	96.20	101.32	5.12	155.28

The material variance identified for the month included:

- Employee Costs – Salaries and Direct On-costs (\$0.34 million under YTD budget) mostly due to the under spend in Parks Overhead salaries \$0.35 million.
- Material and Contracts (\$3.80 million under YTD budget):
 - Community Development Services were \$0.96 million under YTD budget with the most significant contributor being Aged and Disabled Services at \$0.38 million under YTD budget.
 - Environmental Services was \$0.66 million under YTD budget primarily due to the Roe 8 land rehabilitation project (under by \$0.41 million).
 - Information Services was \$0.67 million under YTD budget due to many activities under Business Systems Services have minimal expenditure (under YTD budget by \$0.36 million).
 - Waste Collection Services costs were collectively \$0.68 million under YTD budget for a number of activities.
 - Recreation and Community Safety was \$0.41 million under YTD budget mainly due to the under spend in almost all activities under Cockburn ARC \$0.24 million.

Capital Expenditure

The City's adopted capital budget of \$43.38 million has increased to \$78.44 million, primarily due to the addition of carried forward works and projects and minor addition during the mid-year budget review.

At the end of the month, the City had actual spending of \$19.88 million against the YTD budget of \$21.68 million (\$1.80 million under budget).

The following table details this budget variance by asset class:

Asset Class	YTD Actuals \$M	YTD Budget \$M	YTD Variance \$M	Revised Budget \$M	Commit Orders \$M
Roads Infrastructure	6.15	6.22	0.07	25.94	3.67
Drainage	0.52	0.64	0.12	2.15	0.26
Footpaths	1.01	0.88	(0.13)	2.13	0.42
Parks Infrastructure	4.40	5.17	0.77	13.18	2.27
Landfill Infrastructure	0.32	0.36	0.04	5.54	3.23
Freehold Land	0.00	0.20	0.20	3.00	0.17
Buildings	3.32	3.62	0.31	16.78	6.72
Furniture and Equipment	0.03	0.03	0.00	0.04	0.00
Information Technology	0.93	1.70	0.77	2.32	0.23
Plant and Machinery	2.55	2.14	(0.41)	5.59	2.26
Marina Infrastructure	0.66	0.73	0.07	1.77	0.18
Total	19.88	21.68	1.80	78.44	19.39

Significant project budget variances recorded for the month are detailed below:

- Parks Infrastructure capital program is collectively under by \$0.77 million.
- Buildings capital program is under by \$0.31 million, mainly due to timing issues.
- Information Technology software and technology infrastructure projects are under YTD budget by \$0.77 million.
- Plant and Machinery (over by \$0.41 million):
 - Majority of the light fleet replacement program is behind the YTD budget, however budget for the gifted DFES vehicle is pending Council approval.

Capital Funding

Capital funding sources are highly correlated to capital spending, the sale of assets and the rate of development within the City (determining developer contributions received). Material variances identified for the month were:

- Capital grants & subsidies (over by \$1.05 million):

- Roads to Recovery grant received of \$0.37 million was allocated to Verde Drive project. Budget will be amended to fix the timing issue.
- Proceeds on sale of assets (under by \$2.51 million):
 - The sale of Lot 1001 Bundegi Grove of \$2.20 million has not happened yet. Budget will be revised in March.

Reserve Transfers

- Transfers from reserves of \$20.99 million were \$10.02 million under YTD budget.
 - Reserve funding transfers for the City's capital works program were collectively \$8.42 million below YTD budget, mainly due to the construction delays in the Verde Drive/Princep Road \$1.96 million, Wetlands Education Centre \$0.69 million, Stage 2 of Operation Centre \$0.51 million, Jandakot Road \$0.81 million, Treeby Community Centre \$0.34 million and Fawcett Road \$0.33 million. Budget cashflow to these projects will be amended in March.
- Transfers to financial reserves of \$15.91 million were \$3.16 million under YTD budget, \$2.28 million of which was due to the sale of Lot 1001 Bundegi Grove has not taken place yet \$2.20 million.

Cash and Investments

The closing cash and financial investment holding at month's end totalled \$204.19 million, up from \$202.85 million the previous month. \$137.51 million of this comprised the City's financial reserves (down from \$138.81 million last month). Another \$4.14 million was held against the City's bonds and deposits liability. The remaining \$62.54 million represented available cash funding to cover operational requirements over the remainder of the 2019-20 FY.

Investment Performance, Ratings and Maturity

The cash rate was most recently cut by the Reserve Bank of Australia (RBA) on 4 March 2020 meeting to a record low of 0.50 per cent and it has been further reduced to 0.25 percent on 20 March 2020 due to the COVID-19 outbreak. The statement issued with the decision indicated major disruption caused by the outbreak of the virus which affects the financial markets globally. The long-term government bond and the Australia dollars are at their lowest records. Currently, the RBA main goals are to support jobs, incomes and businesses and to assist in the recovery of the Australia economy. RBA has revised their GDP growth expectation to be noticeably weaker than what was expected earlier. It is difficult to predict when the situation will improve as the situation

evolves very rapidly. The Australia economy will only improve when the virus is contained.

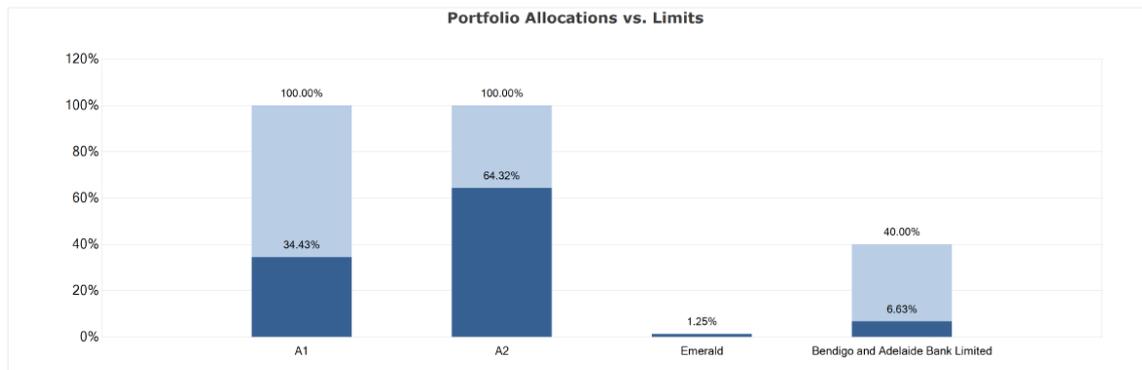
The City’s investment portfolio yielded a weighted annualised return of 1.70 percent for the month (down from 1.79% last month and 1.89% the month before). This outperformed the City’s target rate of 1.55 percent (RBA cash rate of 0.75 percent plus 0.80 percent performance margin) by 0.15 percent. Interest from investments to the end of the month was \$2.87 million, slightly above the YTD budget setting of \$2.58 million.

The City’s surplus funds are invested in term deposits (TD) with Australian Prudential Regulation Authority (APRA) regulated Australian and foreign owned banks. Current investments held are compliant with Council’s Investment Policy, other than those made under previous policy and statutory provisions. This includes Australian reverse mortgage funds with a face value of \$2.554 million and book value of \$0.979 million (net of a \$1.575 million impairment provision), which continue paying interest and returning capital (\$0.45 million returned to date of the original \$3.0 million). Term deposits with foreign owned banks totalling \$29.8 million also now sit outside Council policy. These are redeemed and reinvested with Australian banks as and when they fall due (last one September 2020).

The City’s investments fall within the following Standard and Poor’s short term risk rating categories:

FIIG Portfolio Limits

Compliant
 City of Cockburn
 29 Feb 2020



Category	Item	Limit Type	Limit	Actual	Variance	Test
Group	A1	Maximum	100.00%	34.43%	65.57%	Compliant
	A2	Maximum	100.00%	64.32%	35.68%	Compliant
	Emerald	Maximum	1.25%	1.25%	0.00%	Compliant
	Bendigo and Adelaide Bank Limited	Maximum	40.00%	6.63%	33.37%	Compliant

Figure 1: Portfolio allocations compared to Investment Policy limits

Given the negative outlook for interest rates, the current investment strategy seeks to secure the best rate on offer for the longest period possible, subject to cash flow planning and policy requirements. The Council’s investment policy was recently amended in order to take greater advantage of the higher interest rates offered by A2 financial institutions (policy limit increased from 60% to 100%).

The City’s TD investment portfolio duration as at the end of the month was 156 days (slight decrease from 160 days last month). The maturity profile of the City’s TD investments is graphically depicted below, showing adequate maturities across the next six months to meet liquidity requirements (generally at least \$13.5 million each month):

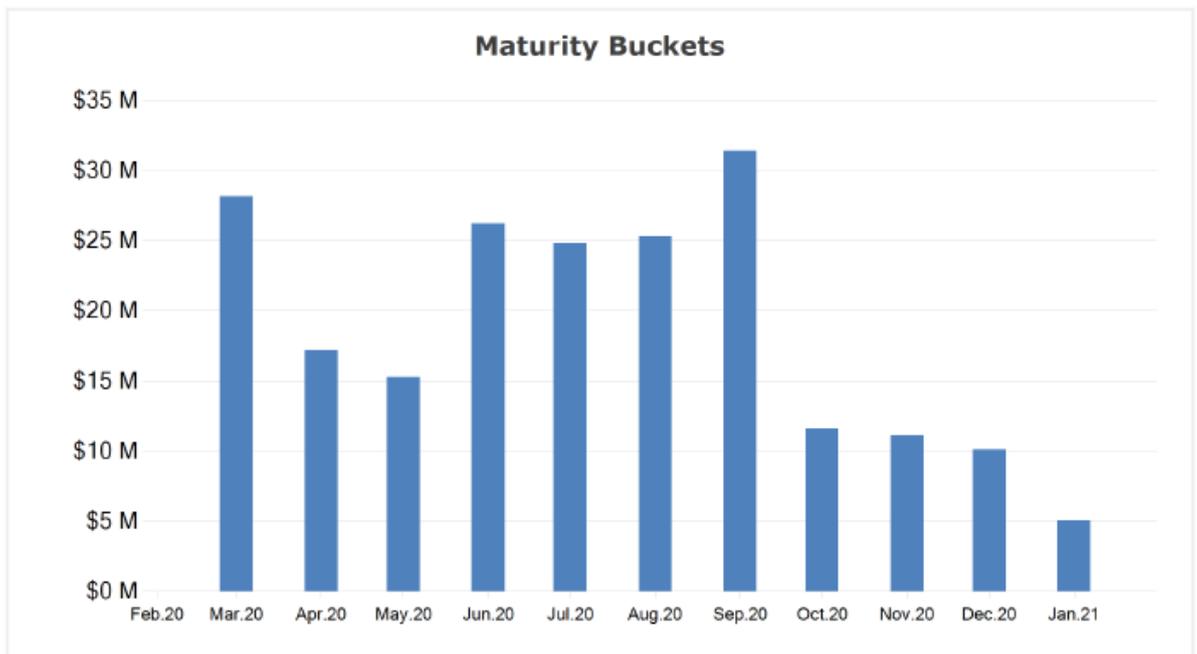


Figure 2: Council Investment Maturity Profile

Investment in Fossil Fuel Free Banks

At month end, the City held 69% of its TD investment portfolio with banks considered non-funders of fossil fuel related industries (slight up from 64% last month). The amount invested with fossil fuel free banks will fluctuate month to month in line with policy limits and the deposit rates available at time of placement.

Rates Debt Recovery

At month’s end, the City had \$20.6 million in outstanding rates and property charges (reduced from \$28.1 million last month). This amount excluded \$1.17 million in prepaid rates (that will be applied to next year’s rates charges). This represented 16.4 percent in uncollected

charges against the \$132.9 million total rates levied to month's end (inclusive of prior year outstanding balances and part year rating).

In terms of overdue rates accounts, the City had 894 properties owing \$2.56 million under legal debt recovery processes (732 properties owing \$2.28 million last month).

Budget Amendments

The following budget amendments require Council adoption:

- Funding Family Day Care staff long service leave for \$14,374 (funded from Family Day Care Leave Entitlement Reserve).
- Increased in Health Care Packages activity \$505,000 (funded from Federal Government Grant).
- Purchase of AV equipment \$26,206 (funded from surplus in NDIS program).
- Balancing internal recharges \$13,615 (providing surplus to the municipal fund).
- Replacing the existing DFES vehicles \$465,678 (gifted by DFES).
- Adjusting Port Coogee Streetscape Renewal program budget by allocating 1/3 funding from Port Coogee SAR Reserve \$83,333 (providing surplus to the municipal fund).
- Adjusting Manning Park Master Plan budget by reducing Reserve funding to match the approved expenditure reduction at the mid-year budget review \$7,685 (reducing surplus in the municipal fund).
- Adjusting Hagan Park, Munster Park Upgrade budget by allocating funding from Public Open Space – Munster \$32,235 (providing surplus to the municipal fund).
- Reduction in external contribution to the Coogee Live \$5,000 (reducing surplus in the municipal fund).
- New project Digital Strategy - Single View of Customer \$31,000 (funded from EM Contingency).
- Increased activities in Local Planning Strategy \$90,000 (funded from EM Contingency).
- Purchase of Leisure Management Software at the Cockburn ARC \$135,000 (\$130,422 of which is funded from EM Contingency and the remaining balance of \$4,578 is using the surplus in the municipal fund).
- Adjusting KidSport budget by removing reserve funding to match the approved expenditure removal at the mid-year budget review \$72,491 (reducing surplus in the municipal fund).
- Reduce the Rates Penalty Interest budget by \$33,000 from \$245,000 to \$212,000 (reducing surplus in the municipal fund).

- Provide an initial \$50,000 allocation towards COVID-19 Response & Recovery Costs (funded from Elected Member & Executive Conferences & Seminars budget not being fully utilised in 2019-20 due to current travel restrictions. Funding will remain for webinar type seminars).

The attached financial report includes a schedule with these proposed budget changes and the associated funding sources.

Description of Graphs and 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's end, the City held \$6.07 million within its trust fund, comprising fully the total POS cash in lieu contributions held for future recreation requirements across specific suburbs within the City.

Strategic Plans/Policy Implications

Leading and 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 2019-20 FY revised budget surplus contained in the December Statement of Financial Activity of \$304,765 had been reduced with the adoption of mid-year budget review to \$37,386 and will be increased with the adoption of the budget amendments contained in this report by \$6,429 to \$43,815.

Legal Implications

N/A

Community Consultation

N/A

Risk Management Implications

Council's adopted budget for revenue, expenditure and the closing financial position could factually misrepresent actual financial outcomes if the recommended budget amendments are not adopted. Further, some services and projects could be disrupted if budgetary requirements are not appropriately addressed.

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 29 February 2020

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget	
	\$	\$	%	\$	\$	\$	
Operating Revenue							
Financial Services	112,802,414	112,150,131	1%	652,284	√	114,692,699	117,846,000
Information Services	-	1,000	-100%	(1,000)		1,500	1,500
Human Resource Management	105,922	194,661	-46%	(88,739)		292,000	292,000
Library Services	33,989	43,431	-22%	(9,442)		68,146	56,146
Recreation & Community Safety	8,949,493	8,613,131	4%	336,362	√	12,962,331	13,034,278
Community Development & Services	5,891,796	5,911,943	0%	(20,147)		8,599,857	8,599,857
Corporate Communications	103,360	49,300	110%	54,060		118,600	118,600
Governance & Risk	2,376	533	345%	1,842		800	800
Statutory Planning	617,912	621,205	-1%	(3,293)		1,002,000	1,002,000
Strategic Planning	2,203,631	2,133,546	3%	70,086		3,116,745	3,126,262
Building Services	843,086	824,092	2%	18,993		1,159,014	1,334,014
Environmental Health	330,281	304,667	8%	25,615		347,500	333,500
Waste Services	6,628,882	6,453,537	3%	175,345		8,577,255	8,558,998
Parks & Environmental Services	948,553	843,356	12%	105,197		919,004	1,482,623
Engineering Services	166,757	209,000	-20%	(42,243)		291,000	281,000
Infrastructure Services	1,212,783	911,232	33%	301,551	√	1,146,231	1,003,350
	140,841,235	139,264,765	1%	1,576,470		153,294,681	157,070,927
Total Operating Revenue	140,841,235	139,264,765	1%	1,576,470		153,294,681	157,070,927
Operating Expenditure							
Governance	(2,600,867)	(2,437,361)	7%	(163,505)		(4,001,867)	(3,530,263)
Strategy & Civic Support	(630,423)	(790,171)	-20%	159,748		(1,215,787)	(1,188,978)
Financial Services	(4,746,049)	(4,514,577)	5%	(231,472)	X	(6,731,425)	(6,218,115)
Information Services	(4,443,325)	(4,920,319)	-10%	476,994	√	(6,909,275)	(6,410,628)
Human Resource Management	(1,805,727)	(1,900,663)	-5%	94,936		(3,003,966)	(2,952,449)
Library Services	(2,259,168)	(2,608,101)	-13%	348,932	√	(3,962,670)	(3,988,344)
Recreation & Community Safety	(10,510,646)	(11,086,191)	-5%	575,545	√	(17,004,933)	(16,874,107)
Community Development & Services	(7,134,470)	(8,234,056)	-13%	1,099,586	√	(13,121,283)	(12,774,540)
Corporate Communications	(2,698,697)	(2,848,179)	-5%	149,482		(4,209,054)	(3,997,821)
Governance & Risk	(294,514)	(354,379)	-17%	59,865		(497,875)	(472,875)
Statutory Planning	(841,895)	(896,798)	-6%	54,903		(1,428,683)	(1,428,683)
Strategic Planning	(1,321,851)	(1,282,181)	3%	(39,671)		(2,080,725)	(1,889,225)
Building Services	(1,036,084)	(1,044,940)	-1%	8,856		(1,656,413)	(1,716,537)
Environmental Health	(1,203,250)	(1,327,395)	-9%	124,145		(2,081,780)	(2,015,928)
Waste Services	(9,907,327)	(10,327,520)	-4%	420,193	√	(15,955,861)	(17,144,443)
Parks & Environmental Services	(9,646,193)	(10,614,502)	-9%	968,309	√	(16,525,429)	(16,489,237)
Engineering Services	(5,282,582)	(5,239,858)	1%	(42,724)		(8,039,233)	(7,989,249)
Infrastructure Services	(6,830,966)	(7,289,361)	-6%	458,395	√	(11,165,646)	(10,869,941)
	(73,194,033)	(77,716,551)	-6%	4,522,518		(119,591,906)	(117,951,365)

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 29 February 2020

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Less: Net Internal Recharging	1,270,554	1,077,404	18%	193,150	1,569,949	1,515,474
Add: Depreciation & Amortisation on Non-Current Assets						
Computer Equipment	(984,307)	(1,036,888)	-5%	52,581	(1,555,332)	(1,555,332)
Furniture and Equipment	(240,411)	(239,376)	0%	(1,035)	(359,052)	(359,052)
Plant & Machinery	(2,166,073)	(2,163,285)	0%	(2,788)	(3,249,355)	(3,249,355)
Buildings	(4,271,026)	(4,255,400)	0%	(15,626)	(6,383,100)	(6,383,100)
Infrastructure - Roads	(9,198,423)	(9,387,696)	-2%	189,273	(14,081,544)	(12,189,504)
Infrastructure - Drainage	(1,758,819)	(1,797,160)	-2%	38,342	(2,695,740)	(2,695,740)
Infrastructure - Footpaths	(1,171,528)	(1,195,640)	-2%	24,112	(1,793,460)	(1,427,916)
Infrastructure - Parks Equipment	(3,108,244)	(3,179,352)	-2%	71,108	(4,769,028)	(4,769,028)
Landfill Infrastructure	(724,465)	(761,992)	-5%	37,527	(1,142,988)	(1,142,988)
Marina Infrastructure	(281,226)	(288,000)	-2%	6,774	(432,012)	(1,040,400)
Coastal Infrastructure	(368,140)	(375,720)	-2%	7,580	(563,580)	-
Leased Equipment	-	8	-100%	(8)	(235,142)	(41,200)
	(24,272,660)	(24,680,501)	-2%	407,841	(37,260,333)	(34,853,615)
Total Operating Expenditure	(96,196,140)	(101,319,648)	-5%	5,123,509	(155,282,290)	(151,289,506)
Change in Net Assets Resulting from Operations	44,645,095	37,945,117	18%	6,699,978	(1,987,609)	5,781,421
Non-Operating Activities						
Profit/(Loss) on Assets Disposal						
Plant and Machinery	166,287	164,112	1%	2,175	42,176	(590,592)
Freehold Land	1,218,364	3,640,000	-67%	(2,421,636) X	6,740,000	-
Furniture and Equipment	-	-	0%	-	-	-
Buildings	(259,197)	-	0%	(259,197) X	-	-
	1,125,454	3,804,112	-70%	(2,678,658)	6,782,176	(590,592)
Capital Expenditure						
Computer Equipment	(933,299)	(1,698,923)	-45%	765,624 ✓	(2,318,680)	(1,165,620)
Furniture and Equipment	(25,000)	(29,472)	-15%	4,472	(44,472)	-
Plant & Machinery	(2,548,362)	(2,135,485)	19%	(412,877) X	(5,587,762)	(3,870,000)
Land	(4,467)	(200,000)	-98%	195,533	(3,000,000)	-
Buildings	(3,316,777)	(3,622,935)	-8%	306,158 ✓	(16,782,828)	(10,244,500)
Infrastructure - Roads	(6,150,518)	(6,217,692)	-1%	67,173	(25,944,199)	(19,303,359)
Infrastructure - Drainage	(518,006)	(636,411)	-19%	118,405	(2,148,647)	(1,318,000)
Infrastructure - Footpaths	(1,011,988)	(880,672)	15%	(131,315)	(2,125,791)	(1,439,268)
Infrastructure - Parks Equipment	(3,847,865)	(4,402,740)	-13%	554,875 ✓	(11,626,592)	(4,812,000)
Infrastructure - Parks Landscaping	(548,374)	(767,923)	-29%	219,549 ✓	(1,552,923)	(620,000)
Landfill Infrastructure	(315,878)	(357,724)	-12%	41,845	(5,538,861)	(179,000)
Marina Infrastructure	(661,983)	(730,744)	-9%	68,761	(1,767,424)	(425,000)
Note 1.	(19,882,517)	(21,680,720)	-8%	1,798,203	(78,438,179)	(43,376,747)

STATEMENT OF FINANCIAL ACTIVITY

for the period ended 29 February 2020

	Actuals	YTD Revised Budget	Variance to YTD Budget	\$ Variance to YTD Budget	Revised Budget	Adopted Budget
	\$	\$	%	\$	\$	\$
Add: Land - Vested in Crown	(317,441)	-	0%	(317,441) X	(2,500,000)	-
Add: Transfer to Reserves	(15,907,862)	(19,069,757)	-17%	3,161,896 ✓	(45,032,796)	(27,595,783)
Add Funding from						
Non-Operating Grants and Subsidies	2,356,252	1,311,061	80%	1,045,191 ✓	8,434,582	6,058,933
Non-Government Contributions	294,630	254,979	16%	39,651	2,590,999	2,150,000
Developers Contributions Plans: Cash	2,614,283	2,911,681	-10%	(297,398) X	4,080,000	4,080,000
Proceeds on Sale of Assets	2,300,708	4,807,840	-52%	(2,507,132) X	8,287,768	915,000
Reserves	20,986,332	31,001,838	-32%	(10,015,505) X	58,908,639	17,646,331
	28,552,206	40,287,398	-29%	(11,735,193)	82,301,988	30,850,264
Non-Cash/Non-Current Item Adjustments						
Depreciation on Assets	23,548,195	23,918,509	-2%	(370,314) ✓	36,117,345	33,710,627
Amortisation on Assets	724,465	761,992	-5%	(37,527)	1,142,988	1,142,988
Profit/(Loss) on Assets Disposal	(1,125,454)	(3,804,112)	-70%	2,678,658 X	(6,782,176)	590,592
Loan Repayments	(1,944,995)	(1,987,200)	-2%	42,205	(3,974,400)	(2,500,000)
Non-Current Rehabilitation Asset Provision	5,171,553	5,171,553	0%	-	5,171,553	-
Non-Current Accrued Debtors	(279,649)	-	0%	(279,649) ✓	-	-
Non-Current Leave Provisions	104,564	-	0%	104,564	-	-
Deferred Pensioners Adjustment	30,120	-	0%	30,120	-	-
	26,228,800	24,060,742	9%	2,168,058	31,675,310	32,944,207
Add: Surplus/(Deficit) B/F July 1	7,236,184	7,236,495	0%	(311)	7,236,495	2,000,000
Less: Surplus/(Deficit) C/F	71,679,919	72,583,387	-1%	(903,468)	37,386	12,771
	-	-	-	-	-	-

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	(933,299)	(396,134)	(1,329,433)	(1,698,923)	(2,318,680)	989,247
Furniture and Equipment	(25,000)	-	(25,000)	(29,472)	(44,472)	19,472
Plant & Machinery	(2,548,362)	(2,283,318)	(4,831,681)	(2,135,485)	(5,587,762)	756,081
Land	(4,467)	(174,816)	(179,284)	(200,000)	(3,000,000)	2,820,716
Buildings	(3,316,777)	(2,107,821)	(5,424,598)	(3,622,935)	(16,782,828)	11,358,230
Infrastructure - Roads	(6,150,518)	(4,655,858)	(10,806,376)	(6,217,692)	(25,944,199)	15,137,823
Infrastructure - Drainage	(518,006)	(208,567)	(726,573)	(636,411)	(2,148,647)	1,422,074
Infrastructure - Footpaths	(1,011,988)	(452,624)	(1,464,612)	(880,672)	(2,125,791)	661,179
Infrastructure - Parks Equipment	(3,847,865)	(1,799,962)	(5,647,827)	(4,402,740)	(11,626,592)	5,978,765
Infrastructure - Parks Landscaping	(548,374)	(270,607)	(818,981)	(767,923)	(1,552,923)	733,942
Landfill Infrastructure	(315,878)	(3,315,039)	(3,630,917)	(357,724)	(5,538,861)	1,907,944
Marina Infrastructure	(661,983)	(236,463)	(898,446)	(730,744)	(1,767,424)	868,978
	(19,882,517)	(15,901,210)	(35,783,727)	(21,680,720)	(78,438,179)	42,654,452

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	203,212,473	190,040,958	116,101,396	134,040,426
Rates Outstanding	20,218,729	3,500,000	3,500,000	3,500,000
Rubbish Charges Outstanding	117,288	50,000	50,000	50,000
Sundry Debtors	6,815,983	2,884,300	2,884,300	2,884,300
GST Receivable	515,648	-	-	-
Prepayments	183,206	100,000	100,000	100,000
Accrued Debtors	749,498	-	-	-
Stock on Hand	18,993	15,000	15,000	15,000
	231,831,818	196,590,258	122,650,696	140,589,726
Current Liabilities				
Creditors	(10,828,688)	(5,768,600)	(6,154,801)	(6,154,801)
Income Received in Advance	(1,292,230)	(1,200,000)	(1,200,000)	(1,200,000)
GST Payable	(243,217)	-	-	-
Withholding Tax Payable	-	-	-	-
Provision for Annual Leave	(4,072,708)	(4,000,000)	(4,000,000)	(4,000,000)
Provision for Long Service Leave	(3,043,055)	(2,400,000)	(2,400,000)	(2,400,000)
Provision for Rehabilitation Assets	-	-	-	-
	(19,479,898)	(13,368,600)	(13,754,801)	(13,754,801)
Net Current Assets	212,351,919	183,221,658	108,895,894	126,834,925
Add: Non Current Investments	978,935	1,000,000	1,000,000	1,000,000
	213,330,855	184,221,658	109,895,894	127,834,925
Less: Restricted/Committed Assets				
Cash Backed Reserves #	(137,507,772)	(105,940,621)	(103,996,859)	(127,822,154)
Deposits & Bonds Liability *	(4,143,163)	(5,697,650)	(5,861,650)	-
	71,679,919	72,583,387	37,386	12,771
Closing Funds (as per Financial Activity Statement)	71,679,919	72,583,387	37,386	12,771

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)				12,771
Various	ABC allocation adjustments		OCM 12/09/19		54,475			67,246
CW	5983 Balancing DCP13 funded project		OCM 14/11/19				30,668	36,578
GL	105 Forfeited incomplete bonds		OCM12/12/19			270,187		306,765
OP	9705 Welcome Kit Residence - error in populating budget		OCM12/12/19				2,000	304,765
Various	Mid-year budget review		OCM12/02/20				267,379	37,386
				Closing Funds Surplus (Deficit)	54,475	270,187	300,047	37,386

Statement of Comprehensive Income *by Nature and Type*

for the period ended 29 February 2020

	Actual	Amended YTD Budget	\$ Variance to YTD Budget	Forecast	Amended Budget	Adopted Budget
	\$	\$	\$	\$	\$	\$
OPERATING REVENUE						
01 Rates	105,597,531	105,308,135	289,396	106,111,864	105,822,468	107,680,000
02 Specified Area Rates	585,215	575,000	10,215	605,215	595,000	490,000
05 Fees and Charges	22,536,127	21,855,511	680,616	30,883,261	30,202,645	29,361,458
10 Grants and Subsidies	7,444,637	7,252,969	191,668	10,496,917	10,305,250	13,203,983
15 Contributions, Donations and Reimbursements	1,060,077	960,137	99,941	1,648,587	1,548,646	1,191,014
20 Interest Earnings	3,617,648	3,313,014	304,634	5,125,307	4,820,673	5,144,473
25 Other revenue and Income	-	-	-	-	-	-
Total Operating Revenue	140,841,235	139,264,765	1,576,470	154,871,151	153,294,681	157,070,927
OPERATING EXPENDITURE						
50 Employee Costs - Salaries & Direct Oncosts	(36,617,342)	(36,961,775)	344,432	(57,163,752)	(57,508,184)	(57,343,930)
51 Employee Costs - Indirect Oncosts	(586,312)	(690,805)	104,493	(1,460,788)	(1,565,281)	(1,578,469)
55 Materials and Contracts	(24,907,400)	(28,705,620)	3,798,220	(39,221,604)	(43,019,824)	(39,976,260)
65 Utilities	(3,541,391)	(3,830,304)	288,913	(5,438,758)	(5,727,671)	(5,724,940)
70 Interest Expenses	(437,388)	(405,113)	(32,275)	(842,500)	(810,225)	(2,284,625)
75 Insurances	(1,533,556)	(1,470,280)	(63,276)	(1,533,556)	(1,470,280)	(1,560,700)
80 Other Expenses	(5,570,644)	(5,652,655)	82,011	(9,408,430)	(9,490,441)	(9,482,441)
85 Depreciation on Non Current Assets	(23,548,195)	(23,918,509)	370,314	(35,747,031)	(36,117,345)	(33,710,627)
86 Amortisation on Non Current Assets	(724,465)	(761,992)	37,527	(1,105,461)	(1,142,988)	(1,142,988)
Add Back: Indirect Costs Allocated to Capital Works	1,270,554	1,077,404	193,150	1,763,099	1,569,949	1,515,474
Total Operating Expenditure	(96,196,140)	(101,319,648)	5,123,509	(150,158,781)	(155,282,290)	(151,289,506)
CHANGE IN NET ASSETS RESULTING FROM OPERATING ACTIVITIES						
	44,645,095	37,945,117	6,699,978	4,712,370	(1,987,609)	5,781,421
NON-OPERATING ACTIVITIES						
11, 16 Non-Operating Grants, Subsidies and Contributions	2,650,882	1,566,040	1,084,842	12,110,423	11,025,581	8,208,933
18 Developers Contributions Plans: Cash	2,614,283	2,911,681	(297,398)	3,782,602	4,080,000	4,080,000
95 Profit/(Loss) on Sale of Assets	1,125,454	3,804,112	(2,678,658)	4,103,518	6,782,176	(590,592)
Total Non-Operating Activities	6,073,178	8,281,832	(2,208,654)	17,179,103	19,387,757	11,698,341
NET RESULT	50,718,273	46,226,949	4,491,324	21,891,472	17,400,148	17,479,762

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	501,102	401,220	601,830	601,830
Law and Public Safety	500,115	344,446	462,551	462,551
Cockburn ARC	7,355,798	7,305,436	11,016,766	11,193,223
	8,357,014	8,051,101	12,081,147	12,257,604
<u>Waste Services:</u>				
Waste Collection Services	2,692,355	2,582,268	2,647,216	2,647,216
Waste Disposal Services	3,911,245	3,846,265	5,699,662	5,699,662
	6,603,600	6,428,533	8,346,878	8,346,878
<u>Infrastructure Services:</u>				
Port Coogee Marina	1,079,808	901,774	1,043,940	991,850
	1,079,808	901,774	1,043,940	991,850
	16,040,423	15,381,409	21,471,964	21,596,331

Note 2.

Additional information on Salaries and Direct On-Costs by each Division.

	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(1,674,061)	(1,603,221)	(2,497,136)	(2,497,136)
Finance and Corporate Services Division	(5,339,071)	(5,220,631)	(8,086,106)	(8,044,589)
Governance and Community Services Division	(13,486,967)	(13,764,107)	(21,452,150)	(21,402,210)
Planning and Development Division	(3,627,751)	(3,761,402)	(5,850,738)	(5,910,862)
Engineering and Works Division	(12,489,492)	(12,612,414)	(19,622,054)	(19,489,132)
	(36,617,342)	(36,961,775)	(57,508,184)	(57,343,930)

Note 3

Additional information on Materials and Contracts by each Division.

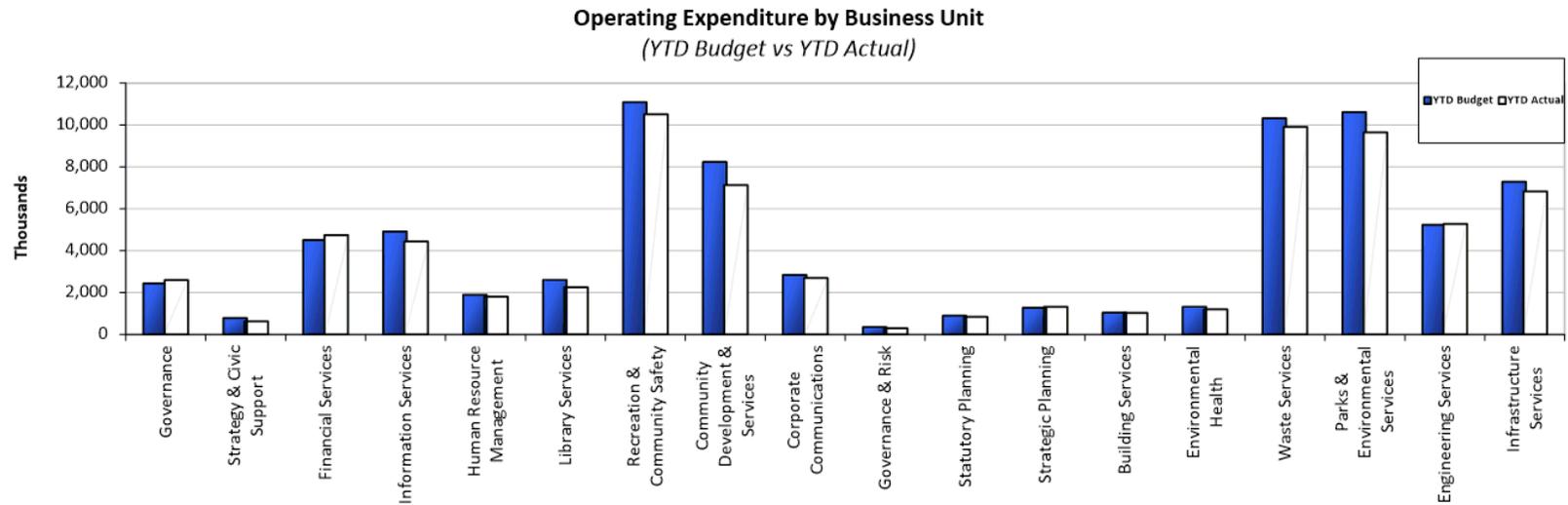
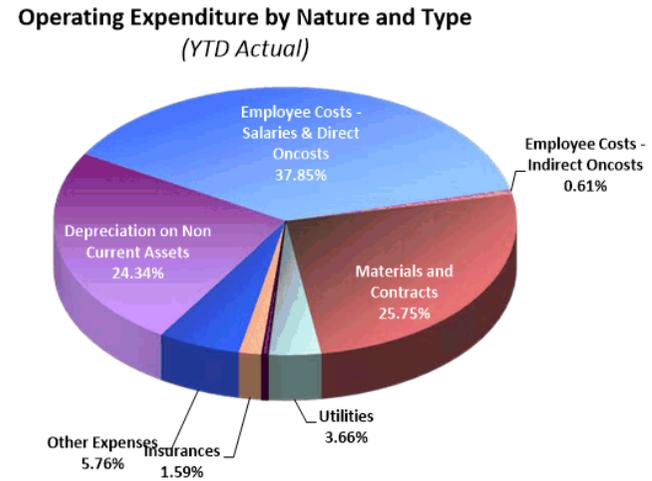
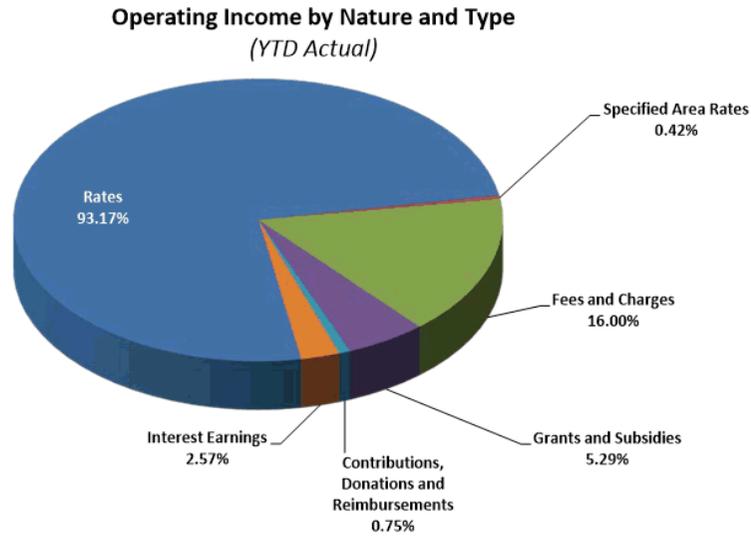
	Actual	Amended YTD Budget	Amended Budget	Adopted Budget
	\$	\$	\$	\$
Executive Services	(1,158,881)	(1,233,378)	(2,045,802)	(1,555,389)
Finance and Corporate Services Division	(3,266,352)	(3,734,644)	(5,441,553)	(4,361,376)
Governance and Community Services Division	(7,504,114)	(9,259,644)	(13,748,619)	(13,067,775)
Planning and Development Division	(638,271)	(723,641)	(1,246,212)	(988,860)
Engineering and Works Division	(12,339,782)	(13,754,313)	(20,537,638)	(20,002,861)
Not Applicable	0	0	0	0
	(24,907,400)	(28,705,620)	(43,019,824)	(39,976,260)

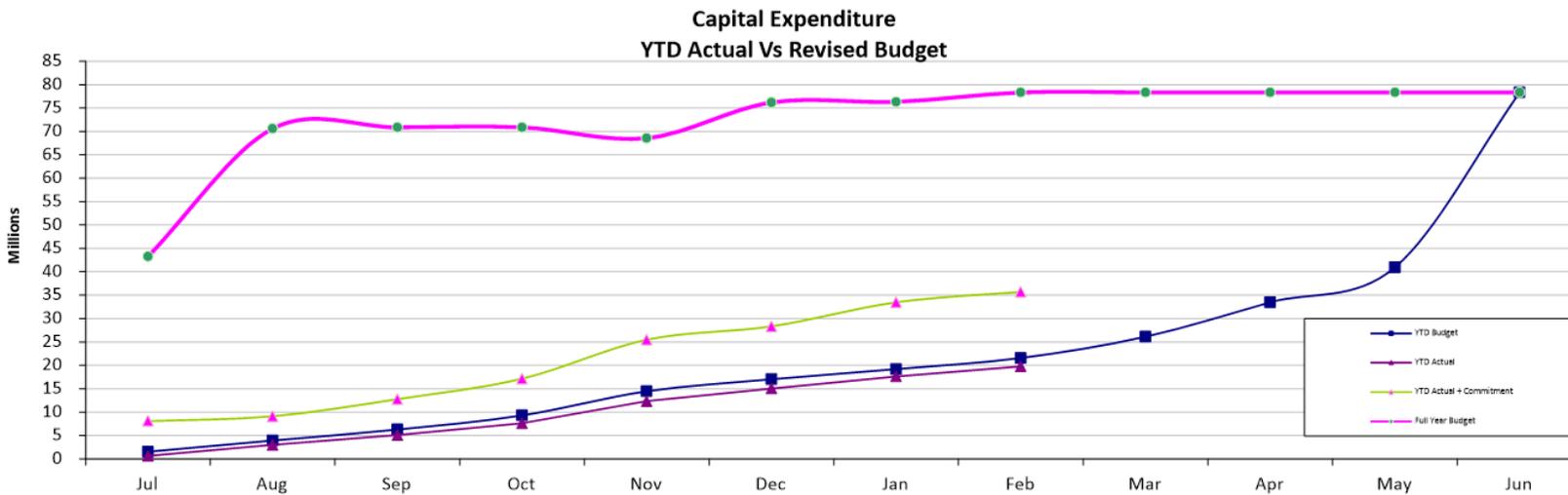
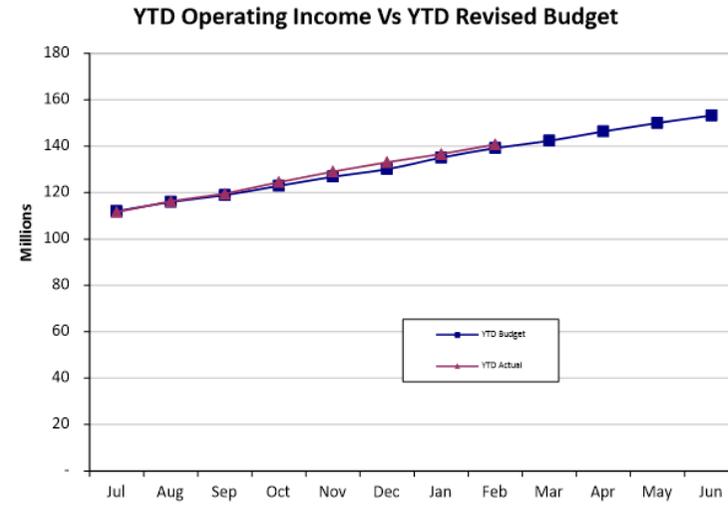
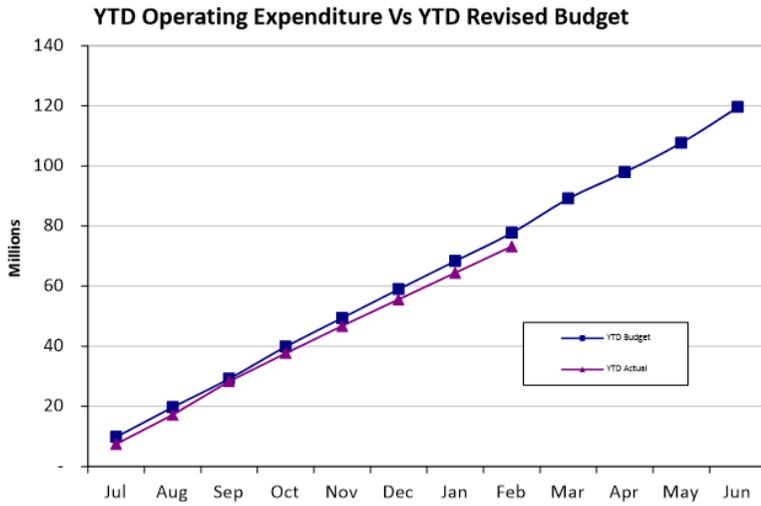
City of Cockburn - Reserve Funds

Financial Statement for Period Ending 29 February 2020

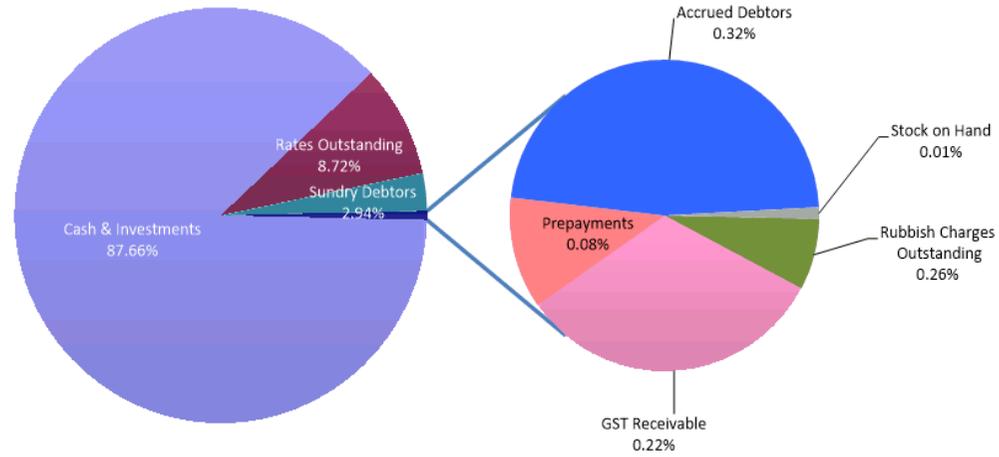
Account Details	Opening Balance		Interest Received		t/f's from Municipal		t/f's to Municipal		Closing Balance	
	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
Council Funded										
Bibra Lake Management Plan	579,591	579,591	7,052	4,459	-	-	(64,810)	(64,810)	521,833	519,240
Carry Forward Projects	5,932,650	5,932,650	-	-	8,780,584	8,780,584	(13,421,871)	(7,815,916)	1,291,363	6,897,318
CIHCF Building Maintenance	7,746,691	7,746,691	108,854	66,216	1,486,079	960,521	(15,000)	(3,500)	9,326,624	8,769,928
Cockburn ARC Building Maintenance	2,054,346	2,054,346	26,999	16,628	1,640,000	-	-	-	3,721,345	2,070,974
Cockburn Coast SAR	16,840	16,840	-	97	30,000	-	(8,887)	(8,887)	37,954	8,051
Community Infrastructure	19,187,585	19,187,585	248,878	154,456	9,500,000	-	(3,205,561)	(608,464)	25,730,902	18,733,578
Community Surveillance	778,372	778,372	9,286	5,907	200,000	-	(149,633)	(118,856)	838,025	665,424
Environmental Offset	311,136	311,136	4,089	2,518	-	-	(66,000)	(3,940)	249,225	309,714
Greenhouse Action Fund	572,893	572,893	7,195	4,490	200,000	-	(96,000)	(37,670)	684,088	539,713
HWRP Post Closure Management & Contaminated	2,373,754	2,373,754	36,320	21,755	1,100,000	733,333	(135,000)	(5,577)	3,375,074	3,123,265
Information Technology	302,718	302,718	3,803	2,450	200,000	-	(5,000)	-	501,521	305,169
Insurance	1,806,509	1,806,509	23,742	14,473	674,420	160,000	-	-	2,504,671	1,980,982
Land Development and Investment Fund	9,638,807	9,638,807	140,690	85,108	7,029,081	1,566,788	(4,818,660)	(157,675)	11,989,918	11,133,027
Major Building Refurbishment	14,878,218	14,878,218	195,527	120,419	1,627,464	-	(175,000)	-	16,526,209	14,998,637
Municipal Elections	80,756	80,756	1,061	654	-	-	(80,000)	(80,000)	1,817	1,410
Naval Base Shacks	1,132,099	1,132,099	14,872	9,160	30,000	-	(20,000)	(645)	1,156,971	1,140,614
Plant & Vehicle Replacement	11,016,204	11,016,204	134,163	83,171	3,054,545	-	(4,398,969)	(1,570,586)	9,805,943	9,528,789
Port Coogee Marina Assets Replacement	1,291,632	1,291,632	16,961	10,449	300,000	-	(180,000)	(62,271)	1,428,593	1,239,810
Port Coogee Special Maintenance - SAR	1,644,432	1,644,432	20,182	12,640	440,000	-	(204,154)	(180,813)	1,900,460	1,476,259
Port Coogee Waterways - SAR	94,237	94,237	1,238	763	60,000	-	(50,000)	-	105,475	94,999
Port Coogee Waterways - WEMP	1,360,710	1,360,710	17,511	10,875	-	-	(85,000)	(35,000)	1,293,221	1,336,584
Roads & Drainage Infrastructure	12,944,727	12,944,727	150,052	95,972	-	-	(11,658,208)	(3,091,569)	1,436,571	9,949,130
Staff Payments & Entitlements	1,679,842	1,679,842	20,571	12,815	125,000	-	(190,000)	(150,900)	1,635,413	1,541,758
Waste & Recycling	15,481,387	15,481,387	202,254	124,778	944,000	-	(5,686,861)	(428,877)	10,940,780	15,177,288
Waste Collection	3,288,540	3,288,540	42,769	26,409	1,414,645	-	(176,000)	(98,477)	4,569,954	3,216,472
Welfare Redundancies	43,561	43,561	-	353	-	-	-	-	43,561	43,914
POS Cash in Lieu (Restricted Funds)	-	-	-	-	-	-	-	-	-	-
	116,238,238	116,238,238	1,434,069	887,016	38,835,818	12,201,226	(44,890,614)	(14,524,433)	111,617,511	114,802,047
Grant Funded										
Aged and Disabled Asset Replacement	372,120	372,120	13,135	2,936	57,505	38,337	(95,000)	-	347,760	413,392
Family Day Care Accumulation Fund	11,342	11,342	-	92	-	-	-	-	11,342	11,434
Naval Base Shack Removal	595,485	595,485	7,826	4,820	50,000	-	-	-	653,311	600,305
Restricted Grants & Contributions	6,625,483	6,625,483	-	-	-	-	(6,078,027)	(6,460,646)	547,456	164,838
Underground Power - Service Charge	-	0	-	-	-	-	-	-	-	0
Welfare Projects Employee Entitlements	1,044,584	1,044,584	21,256	8,099	-	-	-	-	1,065,840	1,052,683
	8,649,014	8,649,014	42,217	15,947	107,505	38,337	(6,173,027)	(6,460,646)	2,625,709	2,242,652
Development Cont. Plans										
Cockburn Coast DCP14	73,383	73,383	964	594	-	-	(43,110)	-	31,237	73,977
Community Infrastructure DCP 13	5,708,631	5,708,631	234,723	53,418	3,000,000	1,909,548	(7,737,037)	-	1,206,317	7,671,598
Hammond Park DCP	3,069,175	3,069,175	65,595	25,262	250,000	441,004	(6,914)	-	3,377,856	3,535,441
Munster Development	1,350,746	1,350,746	39,582	10,933	80,000	-	(7,765)	-	1,462,563	1,361,679

Muriel Court Development Contribution	189,874	189,874	4,364	2,506	250,000	144,442	(22,929)	-	421,309	336,821
Packham North - DCP 12	80,659	80,659	2,206	653	100,000	-	(9,163)	-	173,702	81,312
Solomon Road DCP	649,076	649,076	25,030	5,254	-	-	(4,676)	-	669,430	654,330
Success Nth Development Cont. Plans	3,851,777	3,851,777	91,161	31,177	50,000	-	(3,776)	-	3,989,162	3,882,954
Thomas St Development Cont. Plans	13,550	13,550	294	110	-	-	-	-	13,844	13,660
Wattleup DCP 10	19,333	19,333	4,134	528	250,000	56,127	(6,914)	(1,254)	266,554	74,734
Yangebup East Development Cont. Plans	1,816,937	1,816,937	43,411	15,076	-	61,616	(1,356)	-	1,858,991	1,893,629
Yangebup West Development Cont. Plans	875,848	875,848	21,723	7,089	100,000	-	(1,356)	-	996,215	882,938
	17,698,991	17,698,991	533,187	152,599	4,080,000	2,612,737	(7,844,998)	(1,254)	14,467,180	20,463,072
<i>Total Reserves</i>	142,586,243	142,586,243	2,009,473	1,055,562	43,023,323	14,852,299	(58,908,639)	(20,986,332)	128,710,400	137,507,772

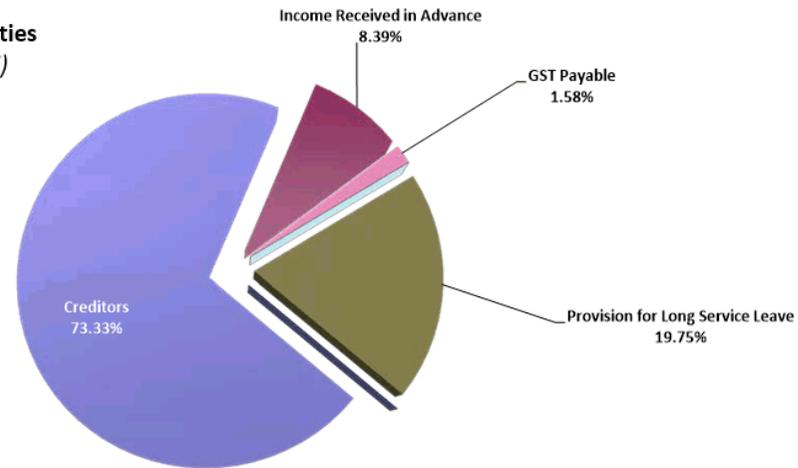


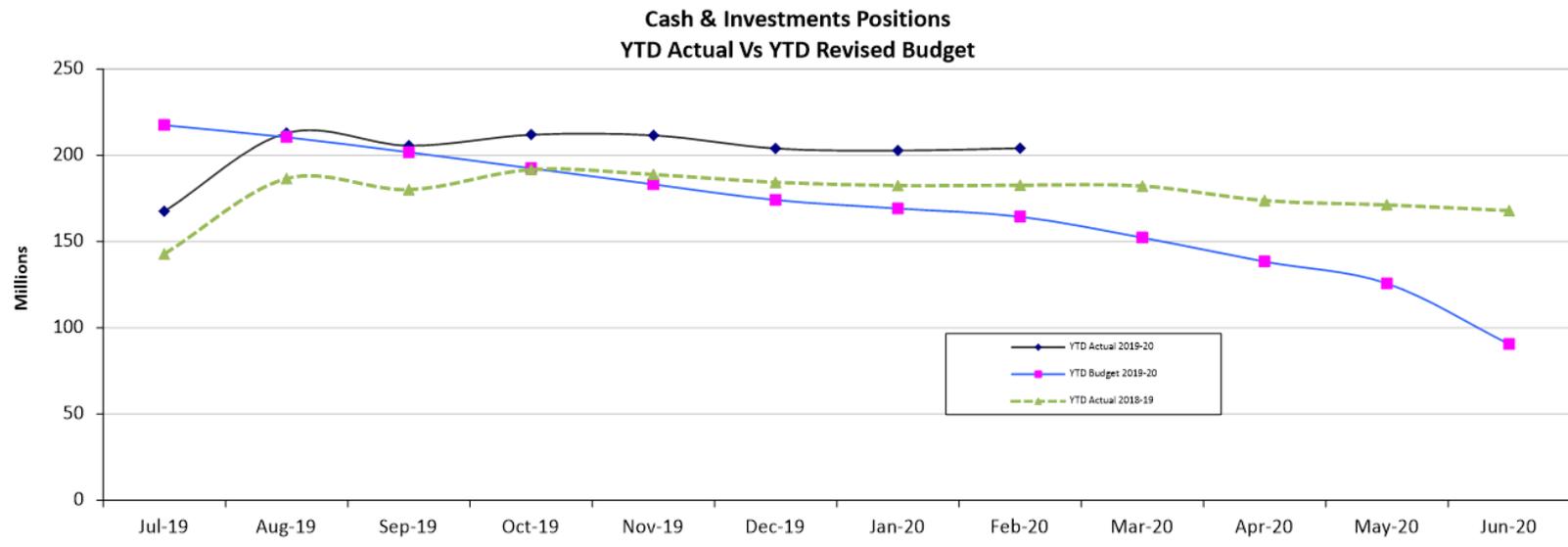
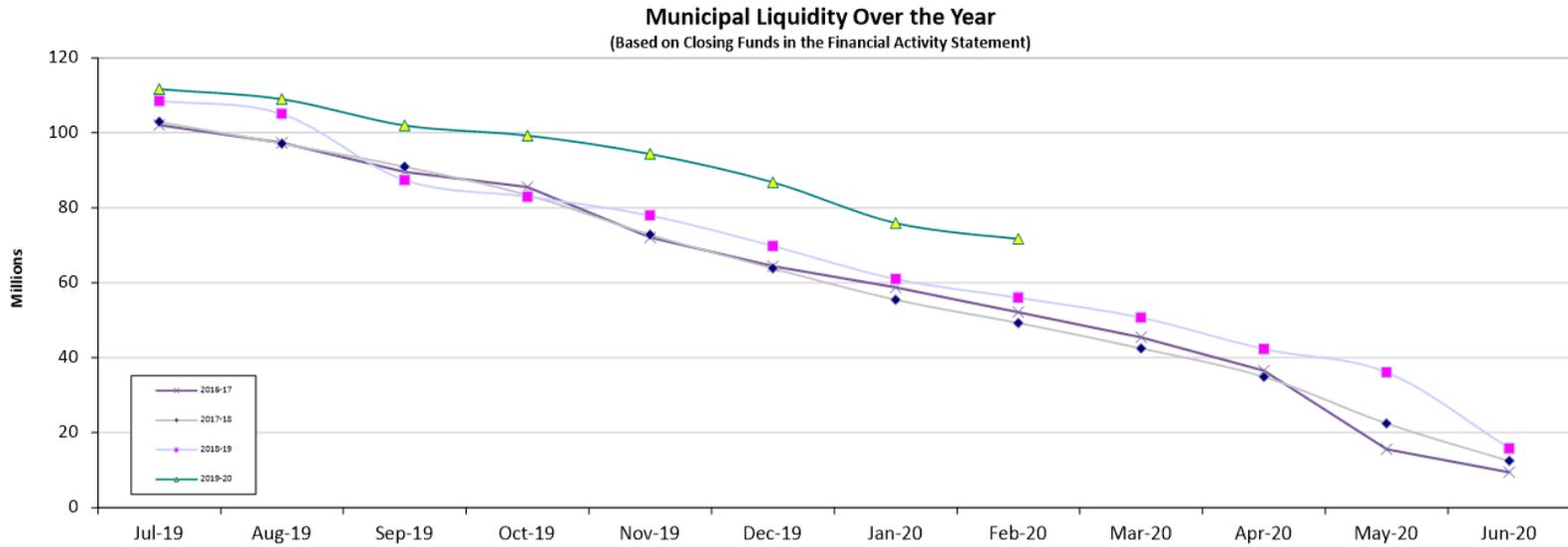


Current Assets
(YTD Actual)



Current Liabilities
(YTD Actual)





DETAILED BUDGET AMENDMENTS REPORT
for the period ended 29 February 2020

PROJECT/ACTIVITY LIST		DESCRIPTION	ADD/LESS	EXPENDITURE	TF TO RESERVE	FUNDING SOURCES			
						RESERVE	REVENUE	MUNICIPAL	NON-CASH
GL 230	Family Day Care	Funding long service leave from reserve	ADD	14,374		(14,374)			
GL 445	Health Care Packages	Increased grant funding	ADD	505,000			(505,000)		
GL 414	NDIS	Transfer surplus to purchase AV equipment	LESS	(26,206)			26,206		
GL 100	Rate Penalty	Removal of rate penalty re: COVID-19	LESS				33,000	(33,000)	
Various GL	Various GL activities	Balancing internal recharges	LESS	(13,615)				13,615	
CW7272	DFES Vehicle	Vehicle gifted to the City	ADD	465,678			(465,678)		
CW6035	Port Coogee Streetscape Renewal	1/3 funding from Port Coogee SAR Reserve	ADD			(83,333)		83,333	
CW1641	AV Equipment - Day Centre	Funded from NDIS surplus	ADD	26,206			(26,206)		
CW5832	Manning Park Master Plan	Correcting MYBR - reduce funding to match expenditure reduction	LESS			7,685		(7,685)	
CW5921	Hagan Park, Munster Park Upgrade	Correcting MYBR - funded from POS	ADD				(32,235)	32,235	
OP9470	Coogee Live	Reduction in external funding	LESS				5,000	(5,000)	
OP6833	Digital Strategy - Single View of Customer	Funded from Contingency	ADD	31,000				(31,000)	
OP9992	Town Planning Studies	Local Planning Strategy funded from Contingency	ADD	90,000				(90,000)	
OP6999	Leisure Management Software	Cockburn ARC - funded from Contingency	ADD	135,000				(135,000)	
OP8272	EM Contingency	Funding various OP projects	LESS	(251,422)				251,422	
OP8173	KidSport	Correcting MYBR - removing funding to match expenditure removal	LESS			72,491		(72,491)	
OP7966	COVID-19 Response & Recovery Costs	Funded from Elected Members Conference & Seminars	ADD	50,000				50,000	
OP9848	Conference & Seminars Elected Members	To fund COVID-19 related costs	LESS	(50,000)				(50,000)	
				976,015	0	(17,531)	(964,913)	6,429	0

2019/20 Annual Budget - Fees & Charges (extract)

Fee Name	Existing 2019/20 Fee	Proposed 2019/20 Fee
Rates & Revenue Services	(incl. GST)	(incl. GST)
Rate Account Search (property transfers) <i>#Minor cost on sale of properties</i>	\$30.00	\$30.00
Rates Instalment Fee (per instalment) <i>#No more charges to be made in 2019/20</i>	\$5.00	\$5.00
Payment Arrangement Admin Fee	\$20.00	Nil
Rate Notice Hard Copy Reprint per notice up to max \$100 per property (prior years); No Fee Payable for Email Copy	\$20.00	Nil
Transaction Information Search/Rates Certificate	\$20.00	Nil
Refund Fee (including bank reversal initiated by ratepayer)	\$20.00	Nil
Dishonoured Cheque Processing Fee	\$35.00	Nil
Direct Debit Default Fee	\$15.00	Nil
Rates Settlement Statement Reprint per Hard Copy (No Fee Payable for Email Copy)	\$20.00	Nil
Debt Clearance Letter	\$20.00	Nil

16. ENGINEERING & WORKS DIVISION ISSUES

16.1 DEPARTMENT OF TRANSPORT - LONG TERM CYCLE NETWORK

Author(s)	J Kiurski
Attachments	<ol style="list-style-type: none">1. Long Term Cycle Network Endorsement Memo ↓2. Bike and Walk Plan Amendment ↓3. Long Term Cycle Network Endorsement Maps ↓

RECOMMENDATION

That Council:

- (1) note the report;
- (2) adopt the Long Term Cycle Network developed in collaboration between City officers and the Department of Transport; and
- (3) adopt the amendments to the City Bicycle and Walking Network Plan included in Attachment 2.

Background

A request was received from Department of Transport (DoT) for Council endorsement of the Long Term Cycle Network (LTCN) that had been developed between DoT and local government officers. The LTCN was reviewed by Main Roads WA (MRWA) and Public Transport Authority (PTA) in relation to any routes within or crossing state controlled assets.

The review process of the City's Bicycle and Walking Network Plan (BWNP) to include the final draft LTCN is now completed. The amendment is included as Attachment 2.

Submission

By way of memorandum dated 28 March 2020 (refer Attachment 1), DoT requested that Council endorse/adopt the aspirational LTCN developed in collaboration between City officers and DoT. An extract from the memorandum follows:

Council endorse/adopt the aspirational Long Term Cycle Network (LTCN) developed in collaboration between Council officers and the Department of Transport.

Endorsement of the LTCN does not commit Council nor State Government agencies to deliver all, or any part, of the LTCN within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route within the LTCN.

Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational LTCN over the longer term.

DoT required Council endorsement by 1 May 2020.

Report

In May 2019, the City completed a review of the City of Cockburn BWNP, which was developed in 2010 to provide a clear strategic direction for the development of cycling and walking in the City of Cockburn.

The BWNP address new priorities and incorporates best practice for the design and implementation of bicycle infrastructure as well as a pedestrian network across the City to accommodate the demand for people of all ages where they want to walk and ride.

The network plan will contribute to the development of a safe, connected and attractive cycling network, available for all, and providing not only a viable alternative transport mode, but also recreational, tourism and health opportunities for residents and visitors.

The BWNP also assists in applying for external funding opportunities such as State Government grants, the Lottery West Trails Grant Program, or the Road Safety Commission Community Grants Program.

The DoT Perth 2050 Cycle Network Planning Principles suggest a four-tiered cycling hierarchy, which is presented in Table 1 below.

	PSPs	Strategic routes	Local routes	RSPs
Colour	Blue	Pink	Red	Light Blue
Objective	To provide fast, direct commuting routes parallel to high-speed corridors such as freeways and railway lines.	To provide safe and direct connections between various strategic, secondary, district and specialised activity centres, as well as train stations.	To collect cycling traffic from local roads within suburbs and distribute it to the Strategic and PSP networks. To provide safe a direction connections to local destinations such as schools, shops and parks.	To provide recreational cycling facilities around Perth's various natural features including the Indian Ocean, the Swan-Canning River System, various lake systems and remnant bushland.
Analogous to	Freeways	Arterial Roads	Collector Roads	Tourist Routes
Density	Approx. 5km x 5km	Approx. 2.5km x 2.5km	Approx. 1.5km x 1.5km	N/A
Built Form	Shared paths of PSP standard. Wherever possible, grade separation should be provided at intersecting roads/railways.	- Shared paths of PSP standard where room permits (grade separation in not necessary). - Separated bi-directional cycle lanes, or - Bicycle boulevards	- On-road cycle lanes, - Bicycle boulevards, or - Designated quiet suburban streets, communicated using sharrows or appropriate signage.	Shared paths of PSP standard.

Table1 - Department of Transport Perth 2050 Cycle Network Planning Principles

Since July 2018, DoT has been working with 33 local government authorities in Perth and Peel to agree on routes that link parks, schools, community facilities and transport services, to make cycling a convenient and viable option.

The LTCN that was agreed by DoT and local government officers was reviewed and approved by MRWA and PTA in March 2020. The LTCN for the City of Cockburn also shows all routes that are within 400m of the City boundary (refer Attachment 3).

As part of the process to endorse the LTCN, the City will update the existing BWNP (completed in May 2019). The maps presented as Figures 7.9, 7.10, 7.11 and 9.2 within the BWNP 2016-2021 have been updated to be consistent with the State-wide LTCN (refer Attachment 2).

Earlier maps within the BWNP separated out main, local and recreational bike routes. Under the LTCN, City officers and DoT staff reviewed all of the routes and reclassified them into Primary, Secondary and Local routes as presented in Table 2 below.

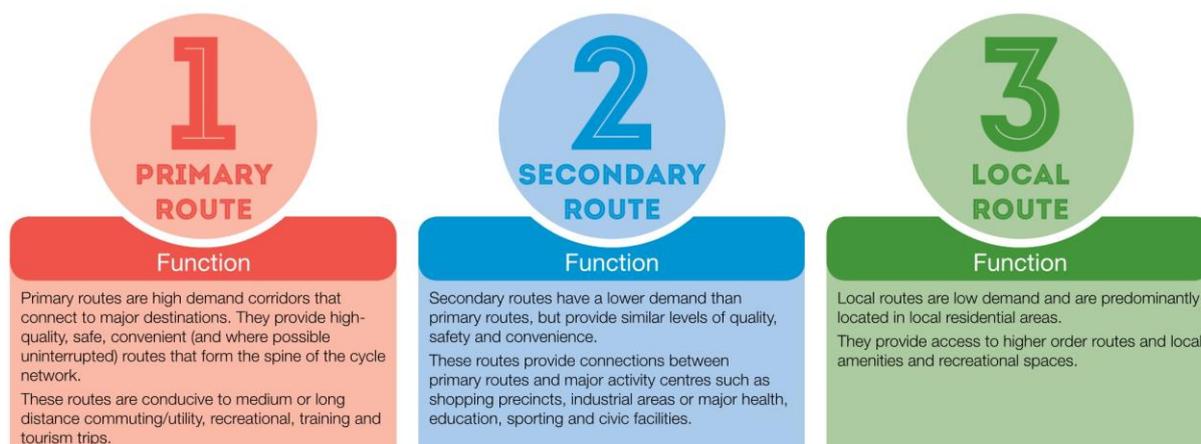


Table 2 - LTCN Categorisation of Routes

DoT is seeking the aspirational LTCN to be endorsed by 33 Councils in Perth and Peel by 1 May 2020 in order to publish the LTCN Perth document in June 2020.

Council endorsement is considered necessary to demonstrate region wide agreement of the LTCN – which in particular may assist in any federal funding applications as well as for state funding.

From July 2020, all WA Bike Network (WABN) grants for Perth and Peel Local Government Authorities will be linked to the Council endorsed aspirational LTCN:

- Only routes within the Council endorsed LTCN will be eligible for grants,
- Only LGAs with a Council endorsed LTCN will remain eligible for grants.

Any local government authority in Perth and Peel without a Council endorsed LTCN will not be eligible for WABN grant funding from July 2020 and will remain ineligible for grant funding until such time as an LTCN agreed with DoT has been endorsed by Council.

Endorsement of the Long Term Cycle Network does not commit Council nor State Government agencies to deliver all or any part of the Long Term Cycle Network within a particular timeframe, nor does endorsement commit any party to fund any specific route within the LTCN.

Council endorsement will confirm support for local and state government agencies to work together in delivering the Long Term Cycle Network over the longer term.

Strategic Plans/Policy Implications

City Growth

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

Maintain service levels across all programs and areas.

Moving Around

Identify gaps and take action to extend the coverage of the cycle way, footpath and trail networks.

Improve connectivity of transport infrastructure.

Community, Lifestyle and Security

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

Provide for community facilities and infrastructure in a planned and sustainable manner.

Leading and Listening

Strengthen our regional collaboration to achieve sustainable economic outcomes. Ensure advocacy for funding and promote a unified position on regional strategic.

Budget/Financial Implications

Future WABN funding depends on endorsement of an LCTN agreed with DoT.

Legal Implications

N/A

Community Consultation

As part of the process to develop or update a local bicycle plan, the City conducts public consultation to enable the community to assist in shaping the plan. The current BWNP was consulted with the community and stakeholders during 2016 and 2017, and presented to Elected Members on 16 March 2017.

The City generally reviews the BWNP on a five year basis with the current plan being due for review in 2024. Because of minor changes in the route clarifications and the maps, which also show all routes that are within 400m of the City's boundary, the current BWNP will be updated and the amendments to the BWNP will be published on the City's website for public information.

Risk Management Implications

By not endorsing the LTCN, the City will not be eligible for WABN grant funding from July 2020, and will remain ineligible for grant funding until such time as an agreed LTCN has been endorsed by Council.

Advice to Proponent(s)/Submitters

The DoT will be notified that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

Coordination with DoT ensures no duplication of services.



Government of **Western Australia**
Department of **Transport**

Memo

Subject:	Long Term Cycle Network – City of Cockburn <u>FOR COUNCIL CONSIDERATION AND ENDORSEMENT</u>
Date:	28 February 2020

Western Australia has all the ingredients to be a great place for riding a bike - warm weather, rolling landscape and outstanding natural beauty.

Across Perth and Peel we already have a good level of existing bicycle infrastructure, but we know we can make it even better by developing an integrated network, that connects suburbs with one another.

The Department of Transport (DoT) is working with 33 local government authorities in Perth and Peel to agree on bicycle routes that link parks, schools, community facilities and transport services, to make bike riding a convenient and viable option.

The aim of the Long Term Cycle Network (LTCN) project is to develop an aspirational blueprint to ensure State and local governments work together towards the delivery of one continuous bicycle network providing additional transport options, recreational opportunities and support for tourism and commercial activity – **creating a bicycle network catering for all ages and abilities.**

This long term network had been agreed between DoT and local government officers, and the network was subject to a review by Main Roads and PTA/Metronet teams in relation to any routes within or crossing State controlled assets.

We are now seeking Council endorsement of the agreed LTCN across all 33 local governments, and moving forward the agreed long term network will guide funding allocated through the WA Bicycle Network Grants Program administered by DoT.



Project Overview

The LTCN involves consultation with 33 local governments across Perth and Peel – the project aims to agree a long term aspirational bicycle network for the region.

The vision is for a network of safe and attractive bicycle routes:

- To provide continuous routes along major corridors
- To establish links between strategic, secondary, district, specialised activity centres and public transport services.
- To provide connections to schools, education sites and local centres

Project History

In 2016 as part of the State Governments long term transport strategy (*Transport @3.5M*) the Transport Portfolio released the *Cycling Network Plan*.

The aspirational long term bicycle network identified within the Plan was based on a robust methodology of connecting all key activity centres. However, the Plan was developed by DoT in-house with little consultation with local governments due to the time constraints to deliver the project.

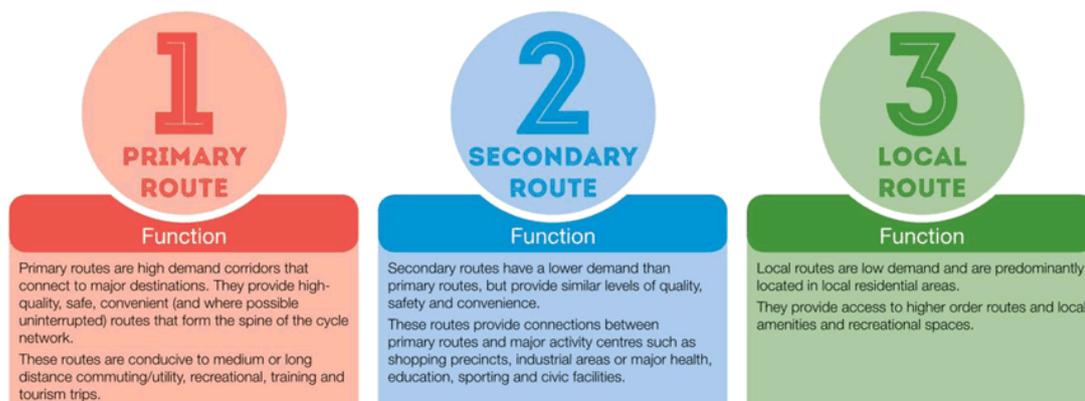
In 2017-18 DoT were successful in receiving funding across a 2 year period to deliver the LTCN project – to go through detailed engagement with 33 local governments across Perth and Peel to agree a long term aspirational bicycle network for the region that supports and addresses local and regional bicycle connections.

Long Term Cycle Network Project

The LTCN project started in July 2018 and is to be completed by June 2020.

DoT and local government officers have worked together to identify LTCN routes, and categorise routes using a new simplified three tier route hierarchy of Primary Routes, Secondary Route and Local Routes.

The categorisation of routes has been based on the function of a given route within the network:



Following DoT and local government officers agreeing an aspirational draft LTCN, the network was reviewed by Main Roads and PTA/Metronet teams. This process has ensured that these State agencies are aware of the aspirational LTCN routes proposed and have made comments to assist in shaping the network in relation to their State controlled assets.

Why is the Long Term Cycle Network Important?

An endorsed aspirational LTCN across the Perth and Peel region can **assist in leveraging additional funding for bicycle infrastructure**.

- It can assist State Government in any discussions/applications regarding Federal funding for bike riding (infrastructure/programs/campaigns).

- It can also assist DoT leverage additional funding for bicycle infrastructure – including funding made available to local governments via the WA Bicycle Network Grants Program administered by DoT.

An endorsed LTCN across the Perth and Peel region will **assist with planning of the bicycle network and routes**.

- It will assist State agencies (Main Roads/PTA/Metronet) with infrastructure planning and delivery.
- It will assist local governments with network planning, cross boundary connectivity and bicycle route prioritisation.

How will the Long Term Cycle Network be Updated in the Future?

DoT will be updating the guidance for local governments in relation to developing local bicycle plans. It is expected that the new guidance will require local governments to review their endorsed LTCN as part of the process of developing/updating their bicycle plan.

As part of the process to develop or update a local bicycle plan, local governments typically conduct public consultation to enable the community to assist in shaping the Plan. It is envisaged that **local governments will seek community comment on the aspirational LTCN as part of this process**.

Local governments typically review local bicycle plans on a 5 year renewal basis – as part of the bike plan review local governments and DoT can work together to modify their endorsed LTCN:

- New routes can be added to reflect land use changes/new development
- Existing routes can be realigned to parallel corridors if details are known which excludes a route from being considered in the future to accommodate bicycle infrastructure (engineering constraints/land tenure issues/etc).

Why is DoT Seeking Council Endorsement?

DoT is seeking the aspirational LTCN to be endorsed by Council (Elected Members) across 33 local governments in Perth and Peel.

Council endorsement is considered necessary to demonstrate region wide agreement of the LTCN – which in particular may assist in any Federal funding discussions/applications.

From July 2020 all WA Bicycle Network Grants for Perth and Peel local governments will be linked to the endorsed aspirational LTCN.

As such, only routes within the endorsed LTCN will be eligible for grants and only local governments with a Council endorsed LTCN will remain eligible for grants.

Council Endorsement

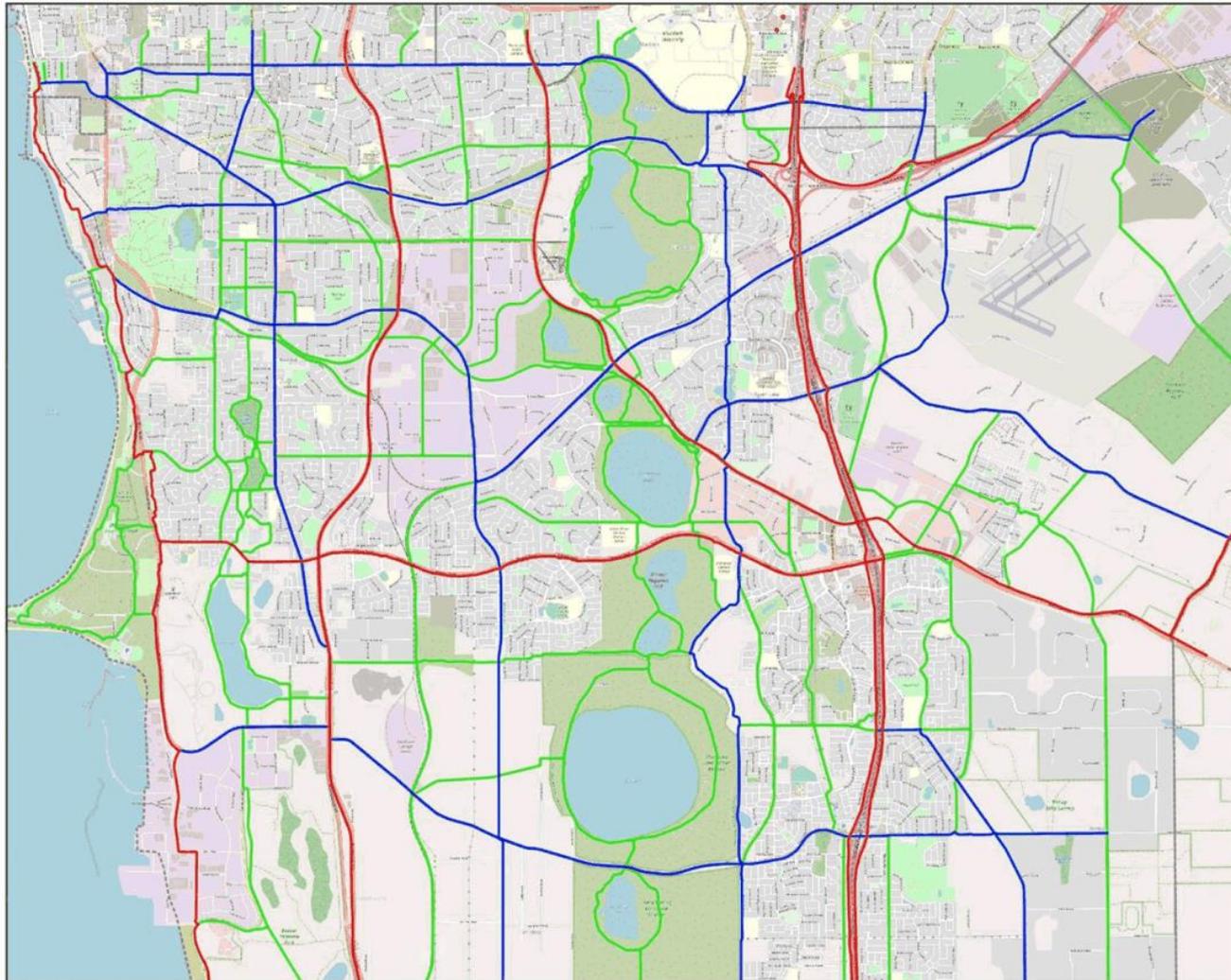
DoT is seeking Council (Elected Members) to endorse/adopt the aspirational LTCN agreed with local government officers (attached) based on the following statement:

'Council endorse/adopt the aspirational Long Term Cycle Network (LTCN) developed in collaboration between Council officers and the Department of Transport. Endorsement of the LTCN does not commit Council nor State Government agencies to deliver all, or any part, of the LTCN within a particular timeframe – nor does endorsement commit any party(s) to fund any specific route within the LTCN.

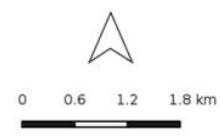
Council endorsement confirms support for local and State Government agencies to work together in delivering the aspirational LTCN over the longer term.'

City of Cockburn

Final Draft LTCN (January 2020)



- Legend**
- Primary Route
 - Secondary Route
 - Local Route



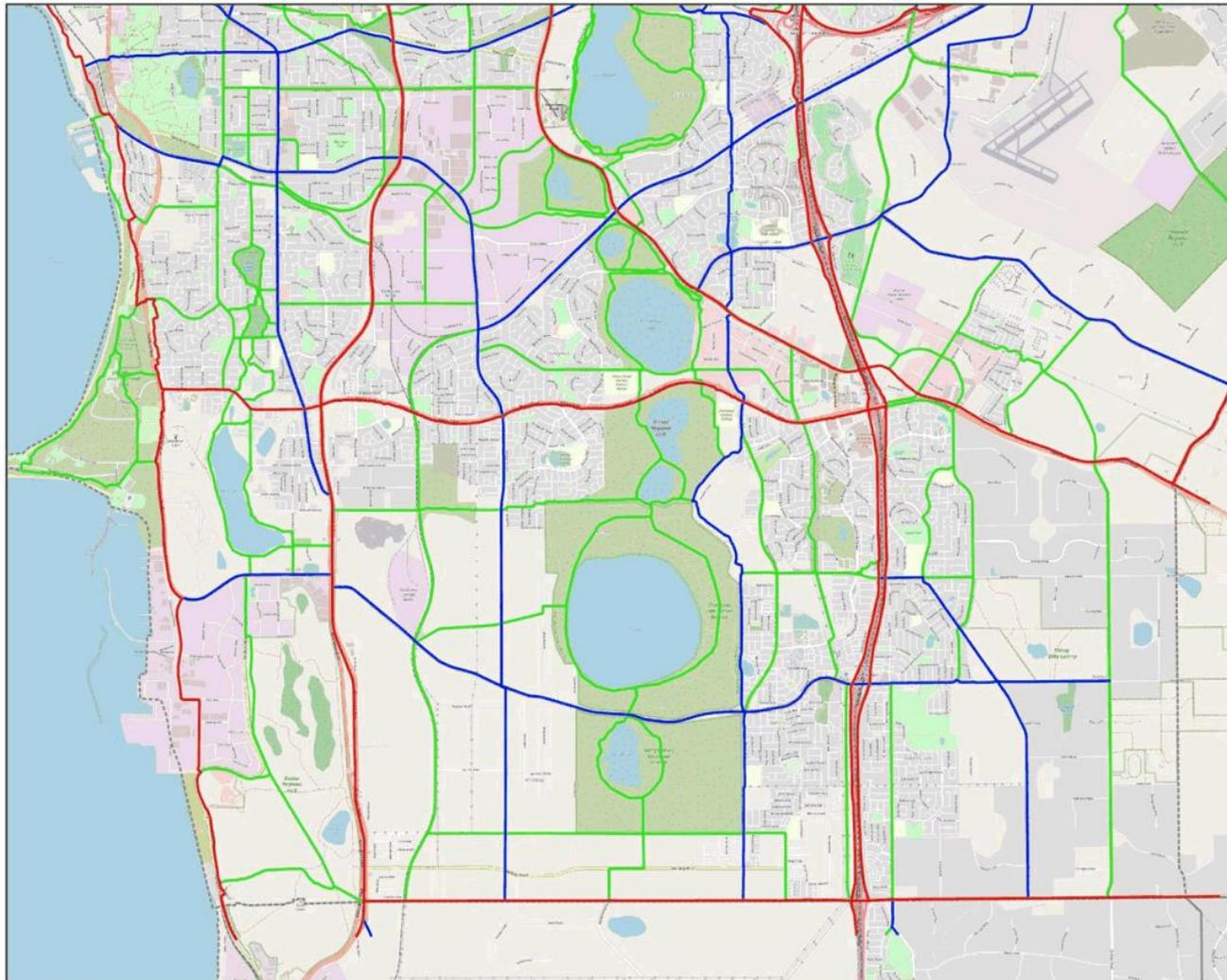
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Print date: 28.02.2020

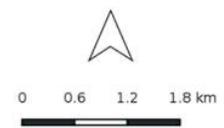
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City of Cockburn

Final Draft LTCN (January 2020)



- Legend**
- Primary Route
 - Secondary Route
 - Local Route



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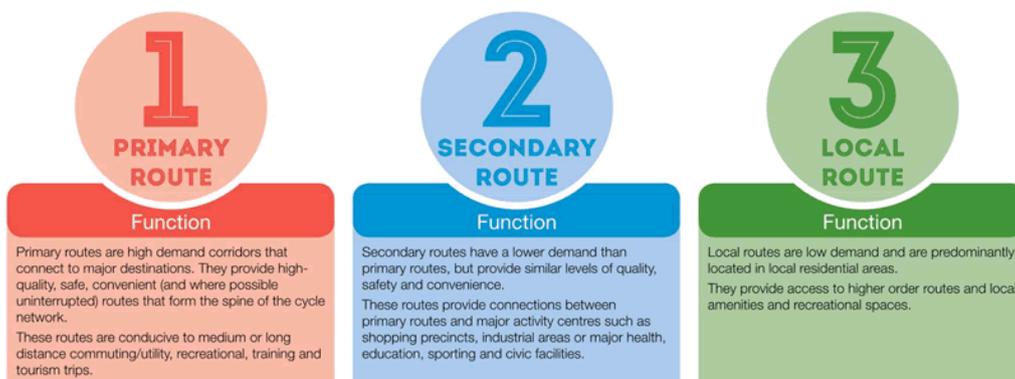
Print date: 28.02.2020

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Attachment 2

<h1>Amendment</h1>	
Subject:	City of Cockburn Bicycle and Walking Network Plan 2016-2021
Date:	23 March 2020

Page 7: Table1.1 superseded, a new Table included as DoT Table1.1 Categorisation of Routes



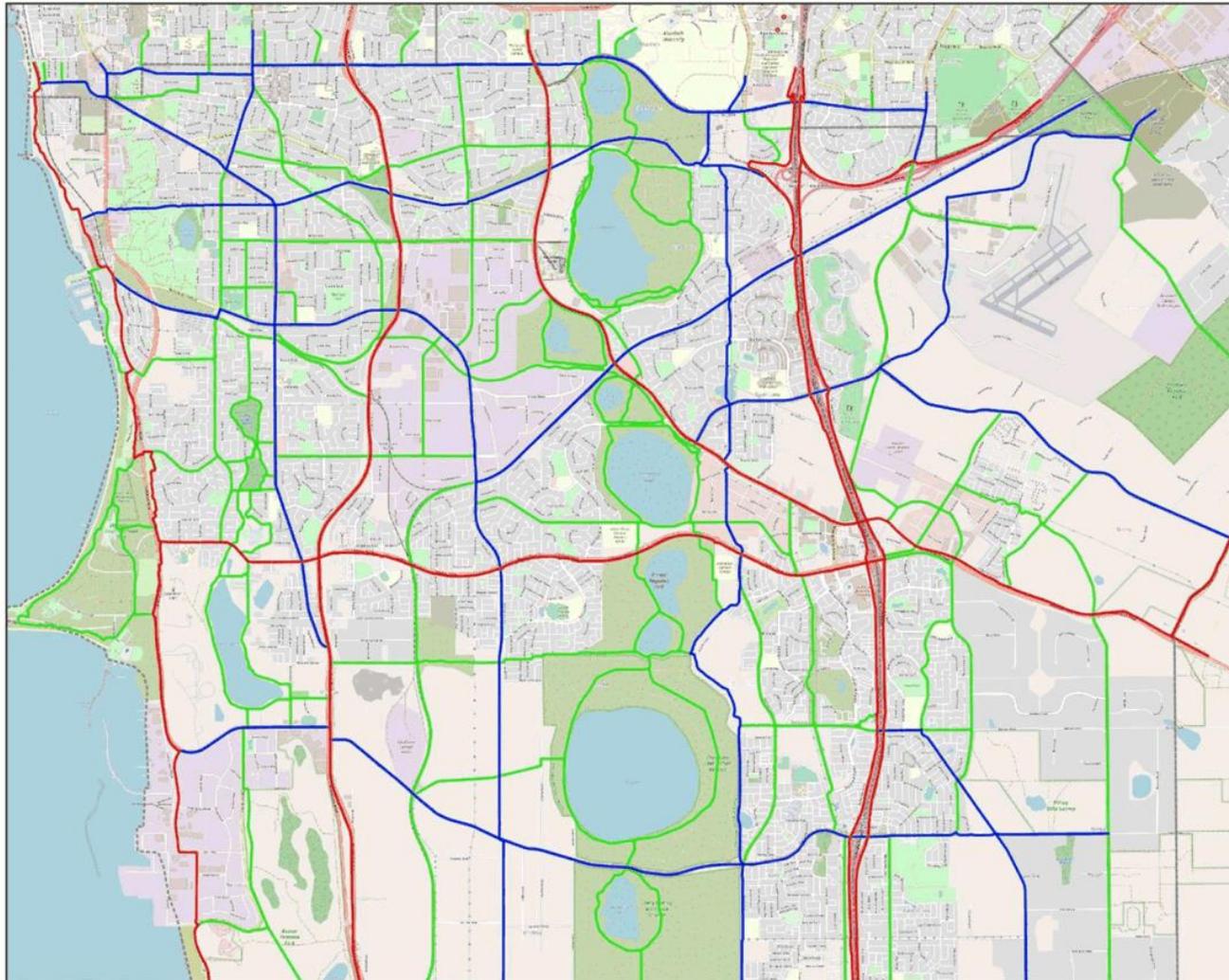
DoT Table1.1 Categorisation of Routes

Earlier maps separated out Main, Local and Recreational bike routes. Under the Cockburn Long Term Cycle Plan the routes are reclassified into Primary, Secondary and Local routes.

Pages 75, 85, 92, 94 and 128: Maps presented as Figures 7.7, 7.9, 7.10, 7.11 and 9.2 are superseded and new maps of Cockburn Long Term Cycle Network included as Figure 7.7.

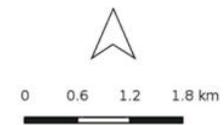
City of Cockburn

Final Draft LTCN (January 2020)



Legend

- Primary Route
- Secondary Route
- Local Route



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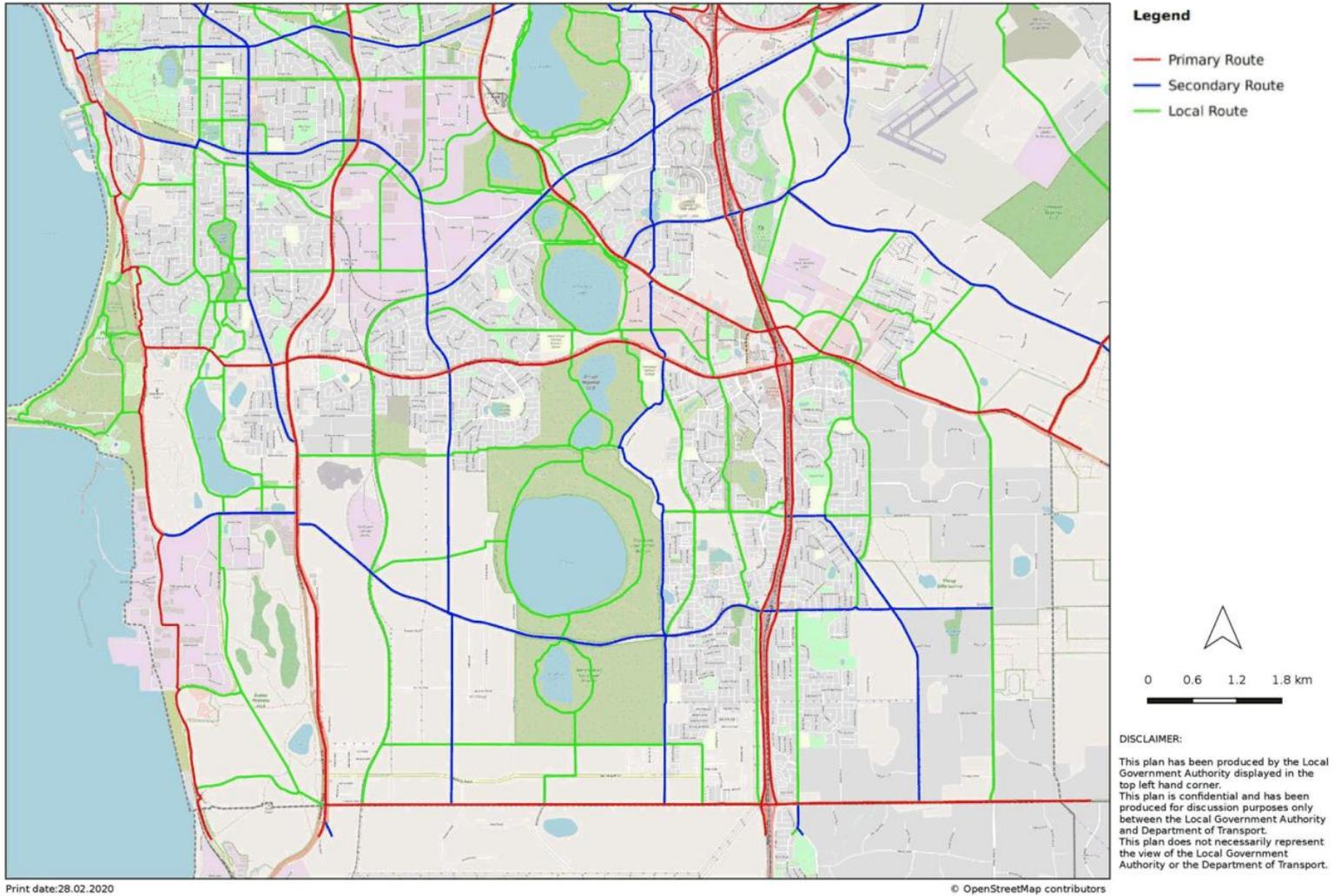
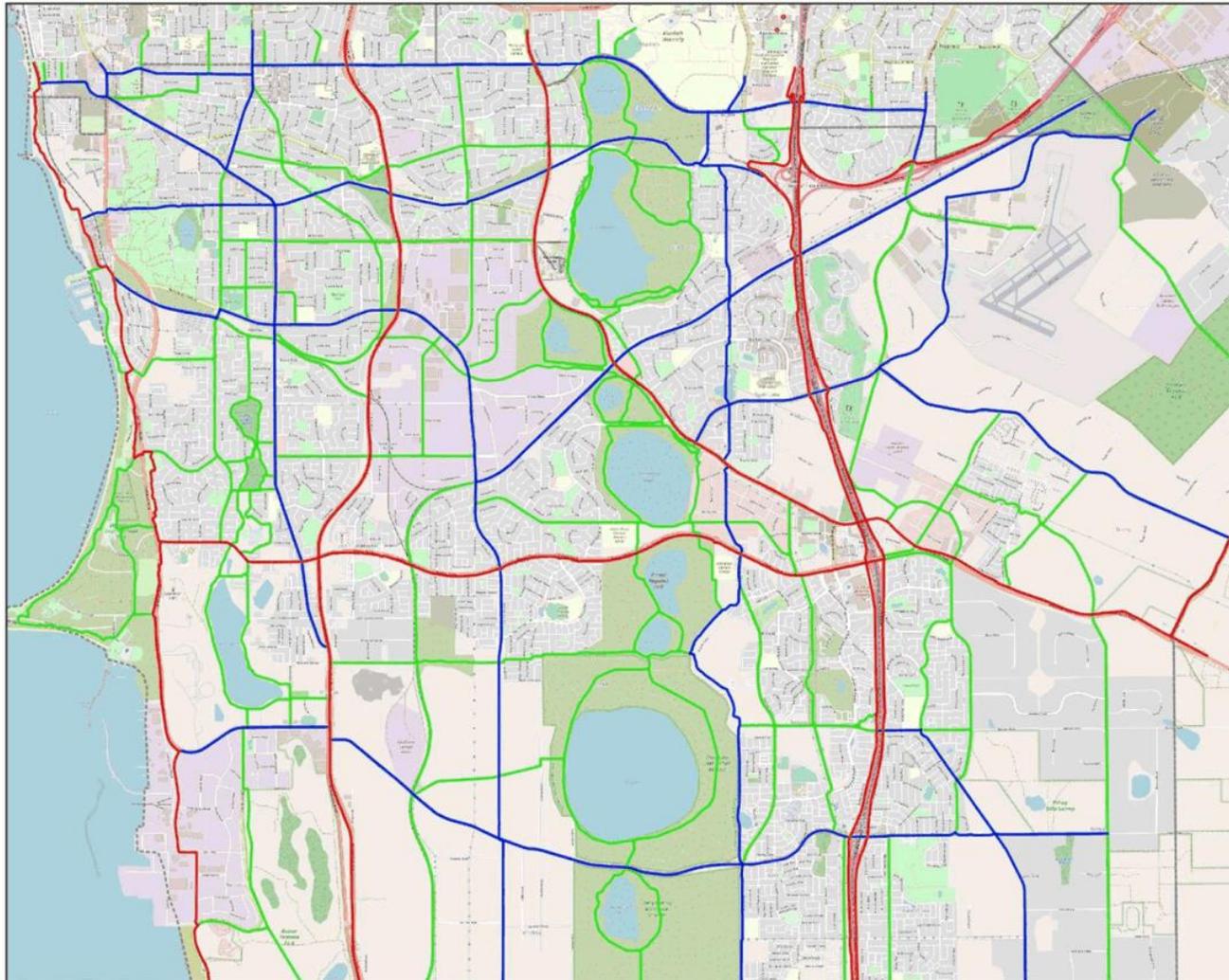


Figure 7.7 - Cockburn Long Term Cycle Network

Attachment 3

City of Cockburn

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Legend

- Primary Route
- Secondary Route
- Local Route



0 0.6 1.2 1.8 km

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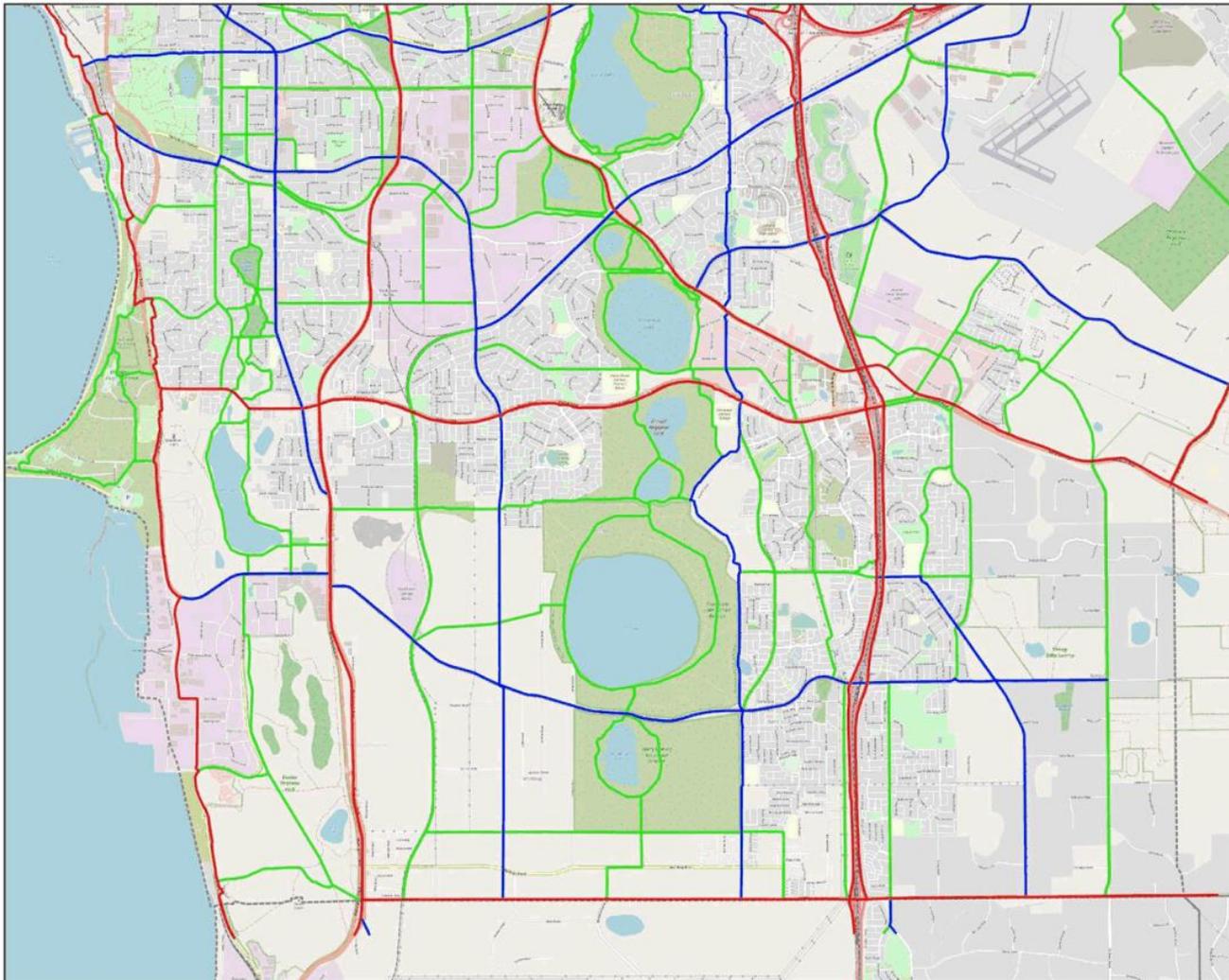
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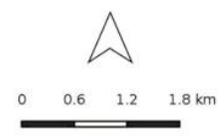
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16.2 REVIEW OF SPEED LIMITS, SIGNAGE AND LINE MARKINGS IN THE STUDY AREA COVERED BY THE RECENT BANJUP LOCAL AREA TRAFFIC STUDY

Author(s) J Kiurski

Attachments 1. Banjup Traffic Study Report [↓](#)

RECOMMENDATION

That Council:

- (1) receives the report;
- (2) request review of the study area signage and line marking by the Main Roads WA (MRWA);
- (3) request review by the MRWA of the speed zones within the study area; and
- (4) receives a report to a future Council Meeting on the results of the MRWA assessments.

Background

At the 12 March 2020 Ordinary Meeting of Council (OCM), Deputy Mayor Kirkwood raised a Matter to be noted for Investigation without Debate, as shown below:

That City Officers, in concert with Main Roads WA, conduct a review of speed limits, signage and line markings in the study area covered by the recent Banjup Local Area Traffic Study.

Reason

Resident concerns about vehicle speed in the Banjup Study Area requires a review of sign posted speed limits to provide better clarity for all road users.

The subject site of this report is the area bounded by Armadale Road to the north, Rowley Road to the south, Tapper Road to the west and the City boundary to the east. Figure 1 shows the location of the study area.

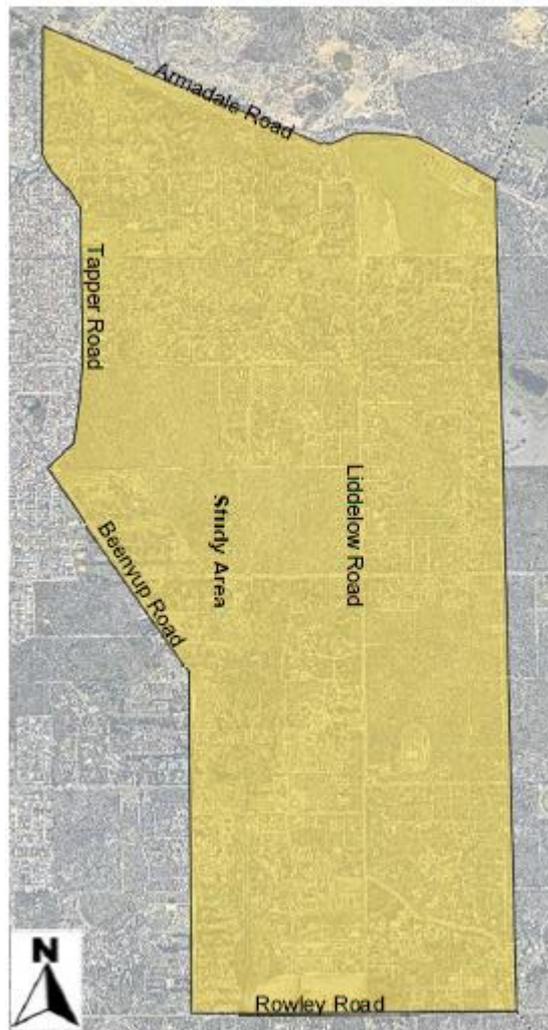


Figure 1 – Location Map

Submission

N/A

Report

In September 2018, the City completed a review of the City of Cockburn District Traffic Study (DTS), which was developed in 2013 to provide a framework for the future road network planning of the City of Cockburn.

The study also assists in assessing road upgrade priorities and timing. A core focus of the study has been the development of a robust tool to forecast road network traffic demand into the future. The DTS report has been consulted with the wider community and adopted by Council on 11 April 2019 OCM.

The DTS analysis has shown significant increases in traffic demand and travel times without any road network upgrades. Even with the

proposed upgrades there are sections which are forecast to operate over the available road network capacity.

The 2016 model confirms known congestion hotspots in the City where the modelled volume capacity is over 100%. Most notable sections of the following roads are displayed in Table 1 and Figure 2.

Analysing the Banjup area, only Tapper Road has been confirmed as under volume capacity and needs upgrade in the future.

Reference Number	Road Type	Road Name
1	Primary Distributor	Kwinana Freeway
2	Primary Distributor	Armadale Road
3	Primary Distributor	Farrington Road
4	Regional Distributor	Jandakot Road
5	Regional Distributor	Russell Road
6	Distributor A	Cockburn Road
7	Distributor A	Spearwood Avenue
8	Distributor A	Beeliar Drive
9	Distributor A	Berrigan Drive
10	Distributor A	Karel Avenue
11	Distributor B	Bibra Drive
12	Distributor B	Hammond Road
13	Local Distributor	Tapper Road

Table 1 – Roads with a volume capacity ratio exceeding 100% in peak periods



Figure 2 – 2016 Corridor Hotspots

It has been confirmed by Arup (consulting engineers), which completed the DTS, that there will be increased traffic congestion pressure on Jandakot Road, Liddelow Road and Beenyup Road, which is consistent with the DTS outcomes.

The City engaged Cardno Consultants to complete a local traffic study for the Banjup area in January 2020, which used DTS traffic data and involved seeking the Banjup community's views and inputs. The Banjup Traffic Study Report (BTSR) is included for reference (refer Attachment 1).

The purpose of this study was to assess the need for treatments that address the Banjup residents' concerns with regard to road safety, congestion, speeding and "rat running" issues currently experienced and which may continue into the future.

The existing traffic volume and crash data of the study area have been analysed to confirm a need for implementation of local area traffic management (LATM), and recommended sites are presented in Table 2 below:

Location	Proposed
Liddelow Road (South of Murdoch Way)	Slow Points – Due to reduced sight lines
Liddelow Road and Harper Road intersection	Modified T-intersection
Liddelow Road and Scoffield Place	Modified T-intersection
Liddelow Road and Gibbs Road	Modify roundabout
Liddelow Road and Coffey Road	Modified T-intersection
Liddelow Road and Rowley Road	Median island to stop right turn movements
Beenyup Road and Gibbs Road	4-way roundabout
Harper Road (East of Tapper Road)	Slow point
Harper Road	Central median islands
Area Wide	Signage/ line marking review
Area Wide	Speed zoning review

Table 2 – BTRS Recommendations

The BTRS presents outcomes as a high level study. All LATM recommended sites presented in Table 2 need to be subject to detailed investigation and study to determine the appropriate measures for each site.

Signage and line marking reviews within the study area was completed and it was found that there are some sites with different speed signs in close proximity and some variations in line marking on roads, which are likely to cause hazardous situations to road users.

The provision of traffic signs and pavement markings in Western Australia should be in accordance with the Australian Standard Manual of Uniform Traffic Devices 1742 and Relevant Parts and Austroads Guidelines.

Under Clause 297(1) of the Road Traffic Code 2000, the Commissioner of Main Roads Western Australia has the sole power to "erect, establish or display, and may alter and or take down any road sign or traffic-control signal."

The recommendation from the BTRS was that a review of the study area signage and line marking needs to be undertaken to ensure appropriate signs and line marking is installed on the roads where appropriate.

Engineering Traffic Officers commenced the signage and line marking review within the study area and will prepare drawings, which will include all changes to be sent to MRWA for their approval and installation.

Speed zone reviews within the study area were completed and it was found that there are some sites where the posted speed limit is not consistent with MRWA Policy and Application Guidelines for Speed Zoning, issued August 2019. The MRWA conditions for new and amended speed limits for different road functions are summarised in Table 3.

As it was noted in the BTRS there are some roads within the Banjup study area that have street lights and would therefore be considered a 'built-up area' with a default 50 km/h speed zone. However, numerous roads were observed to be unlit, potentially causing the road environment to default to the rural open speed limit of 110 km/h.

The recommendation from BTRS was that the existing speed zones within the study area should be reviewed and appropriate speed zones with appropriate signs provided.

The City already collected speed and traffic volumes data for the year 2019/2020 for the roads presented in Table 4. The request will be sent to MRWA with a proposal for speed reduction along sections where warrants are met.

Speed Limit	Road Function	Typical Application	Key features
10	Shared Zone	Pedestrian mall	Confined area where movement of pedestrians and cyclists has priority over motor vehicles.
20	Off-street areas	Car parks, access driveways	Confined areas where pedestrians and cyclists intermingle with motor vehicles.
30	Local	Recreational area, car park	Confined areas where pedestrians and cyclists intermingle with motor vehicles.
40	Local / Distributor	Residential / Commercial streets or areas	Shopping precincts. Provision of Local Area Traffic Management devices must be provided to physically control speeds to posted limit.
40	Local / Distributor	School Zone	On non-primary distributor routes subject to speed zones up to 70 km/h.
50	Local	Default built up area speed limit	Residential, commercial roads that are not primarily distributor routes. It may also be applied on highways through rural townships.
60	Distributor		Speed limit for most undivided district and primary distributor roads in built-up areas with direct access from abutting development.
60	Distributor	School Zone	On non-primary distributor routes subject to speed zones of 80 and 90 km/h.
70	Distributor		Higher standard urban roads, generally divided roads having provision to safely store turning or crossing vehicles but with some or full direct access to the road from abutting development. May also be applied to undivided roads having low levels of direct access from abutting development.
80	Distributor		Higher standard urban roads, generally divided roads having provision to safely store turning or crossing vehicles and minimal access from abutting development directly to the main carriageways. May also be applied to undivided roads having very low levels of direct access from abutting development. Maximum speed limit through traffic signals, railway level crossings, roundabouts and single lane bridges. Major rural roads through small settlements with some abutting development.
90	Distributor		Limited application on outer urban highways. Major rural roads through small settlements with some abutting development.
100	Distributor		High standard urban freeways and highways.
110	Distributor		Default speed limit for roads in non built-up areas. Mainly used for speed zoning rural freeways and highways.

Table 3 – MRWA Speed Limits for Various Road Hierarchies

Road	Suburb	Location	Road alignment	Speed limit (km/h)
Harper Road	Banjup	950m west of Liddelow Road (#93-97)	E-W	50
Beenyup Road	Banjup	200m south of Coffey Road	N-S	80
Beenyup Road	Banjup	400m south of Tapper Road	N-S	80
Beenyup Road	Banjup	800m north of Rowley Road	N-S	80
Triandra Ct	Banjup	60m west from Beenyup Road	E-W	50
Coffey Road	Banjup	250m east from Beenyup Road	E-W	50
Liddelow Road	Banjup	115m north of Rowley Road	N-S	80
Liddelow Road	Banjup	75m south of Oxley Road	N-S	80
Liddelow Road	Banjup	50m south of Coffey Road	N-S	80
Gibbs Road	Banjup	200m west of Liddelow Road	E-W	60
Gibbs Road	Banjup	700m west of Liddelow Road	E-W	open rural
Gaebler Road	Banjup	50m east of Belmore Bend	E-W	50

Table 4 – Sites of Collected Speed and Traffic Volumes

The MRWA speed zones assessment process takes up to eight weeks dependant on the site complexity. All proposed new and amended speed zones must be approved by the MRWA prior to implementation.

Strategic Plans/Policy Implications

City Growth

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

Moving Around

Improve connectivity of transport infrastructure.

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

Community, Lifestyle and Security

Provide for community facilities and infrastructure in a planned and sustainable manner.

Leading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

The cost for design, assessment and application to MRWA for the speed zones assessment, and signage and line marking will be costed from the budget allocation for Traffic Safety Management CW2375/WC00217. The cost for signage and line marking installation will be covered by MRWA.

Legal Implications

N/A

Community Consultation

The City undertook community consultation sessions to allow local residents to provide feedback on the existing traffic conditions within and around the study area.

The community consultation involved two stages; the first was held on 14 May 2019 to document the concerns of the residents within the Banjup locality and the second stage of consultation on 6 August 2019

was conducted to allow residents to view Cardno's recommended treatments based on community concerns and provide any further input.

Cardno's BTRS Report has been sent to all residents who participated in the above sessions for their information and any feedback. The request for changes in speed zones and signage and line marking was the main issue and it will be sent to MRWA for their review and approval.

The changes in speed zones and signage and line marking approved by MRWA will be available for public access following adoption by Council as an electronic copy, which will be posted on the City's website for information and comment prior to MRWA installation.

Risk Management Implications

The implication of not providing stakeholders with the opportunity to engage with Council on BTRS and MRWA changes in speed zones and signage and line marking is being non-compliant with the City of Cockburn Community Engagement – SC2 Policy.

To ensure a safe environment for all road users, it is necessary to review and modify certain speed zones. The enforcement of speed limits enables traffic flow, maximises road capacity, minimises overtaking and reduces crash risk.

While MRWA are responsible for speed zoning across the State, speed zone changes and signage and line marking on local roads are at the request of the local government. An investigation and assessment is then carried out, prior to any change being approved.

Advice to Proponent(s)/Submitters

The Proponent(s) and those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

Implications of Section 3.18(3) Local Government Act 1995

Nil.

Traffic Study Report

Banjup LATM Study

CW1033600

Prepared for
City of Cockburn

30 November 2019





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Our report is based on information made available by the client. The validity and comprehensiveness of supplied information has not been independently verified and, for the purposes of this report, it is assumed that the information provided to Cardno is both complete and accurate. Whilst, to the best of our knowledge, the information contained in this report is accurate at the date of issue, changes may occur to the site conditions, the site context or the applicable planning framework. This report should not be used after any such changes without consulting the provider of the report or a suitably qualified person.



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1 Introduction

1.1 Introduction

Cardno has been commissioned by *City of Cockburn* ('the City') to conduct a high-level study into the necessity and potential implementation of Local Area Traffic Management (LATM) treatments on the roads within the study area shown in **Figure 1-1** located in Banjup.

The purpose of this study is to consider the necessity for treatments that address the Banjup residents' concerns with regard to road safety, congestion, speeding and "rat running" issues currently experienced and which may continue into the future with the growth in the traffic volume resulting of upgrades of the Armadale Road and Liddelow Road intersection and ongoing development in the surrounding area.

As per Infrastructure Australia's '*Urban Transport Crowding and Congestion, dated 13/08/19*':

"Perth's most congested corridors in 2016 are expected to worsen by 2031, including the Mitchell and Kwinana freeways. By 2031 peak users of these corridors can expect to spend up to 60% of their travel time stuck in traffic, up from 40% in 2016 for the worst-performing corridors."

"Despite widening of the Mitchell and Kwinana Freeways, these roads will experience severe congestion in the citybound direction in the AM peak period, with the opposite expected in the PM peak period."

As a result, the findings of this report will need to be carefully considered when addressing the traffic needs of adjacent localities with north/south links that may be desirable "rat running" routes.

Due to the high-level nature of this study, the findings and recommendations within this report are based on information available at the time of writing. Due to the significant amount of road works and upgrades currently in progress during the study period, when considering the implementation of any recommendations within this report, a detailed investigation should be undertaken to determine the presence of any unidentified constraints or if traffic conditions have changed to the extent that the originally identified traffic concern no longer exists.

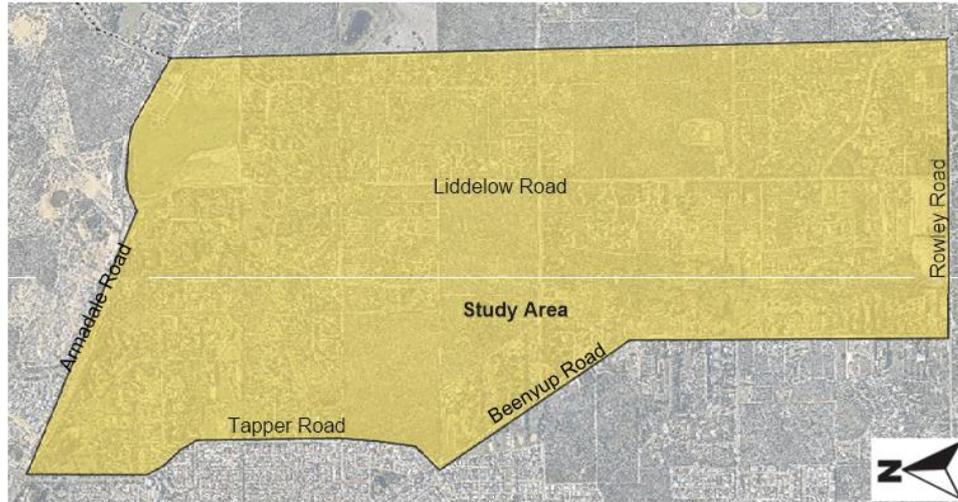
While the recommended treatments contained within this report are generally considered appropriate for the traffic concern and location being proposed, the identified treatment may not be the only treatment type that could be implemented with similar results. As previously mentioned, detailed analysis should be undertaken to ensure that the most suitable treatment is used at each suggested site to treat the concerns raised by the community.



1.2 Study Area

The study area is bounded by Armadale Road to the north, Rowley Road to the south, Tapper Road to the west and the City boundary to the east located in the suburb of Banjup within the City of Cockburn.

Figure 1-1 Site Location





1.3 Existing Road Network

The primary north/south link road within the study area is Liddelow Road, which to the north connects with Armadale Road forming an intersection controlled by a roundabout (under construction) and to the south forming a give way intersection with Rowley Road. **Figure 1-2** shows the roads that connect to Liddelow Road.

Figure 1-2 Intersecting Roads

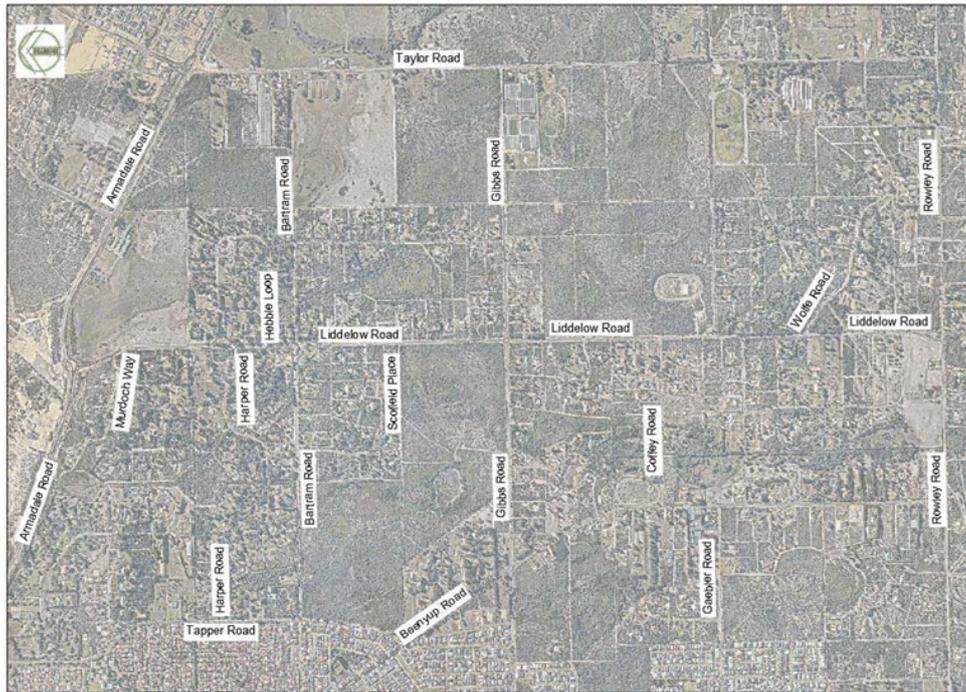


Figure 1-3 shows the road network hierarchy as per the MRWA Road Information Mapping System.

The following summarises the road information of Liddelow Road, Gibbs Road (between Tapper Road and Liddelow Road), and Tapper Road obtained from the *MRWA Road Hierarchy For Western Australia*:

- > Road Hierarchy: Local Distributor
- > Responsibility: Local Government (City of Cockburn)
- > Indicative Traffic Volume (AADT)
 - Built Up Area = Maximum desirable volume 6,000 vpd
 - Non-Built Up Area – up to 100 vpd
- > Recommended Operating Speed:
 - Built Up Area = 50 – 60 km/h (desired speed)
 - Non-Built Up Area – 60 – 110km/h (depending on design characteristics)
- > Intersection treatments: Controlled with minor Local Area Traffic Management or signs



The following summarises the road information of Rowley Road obtained from the *MRWA Road Hierarchy For Western Australia*:

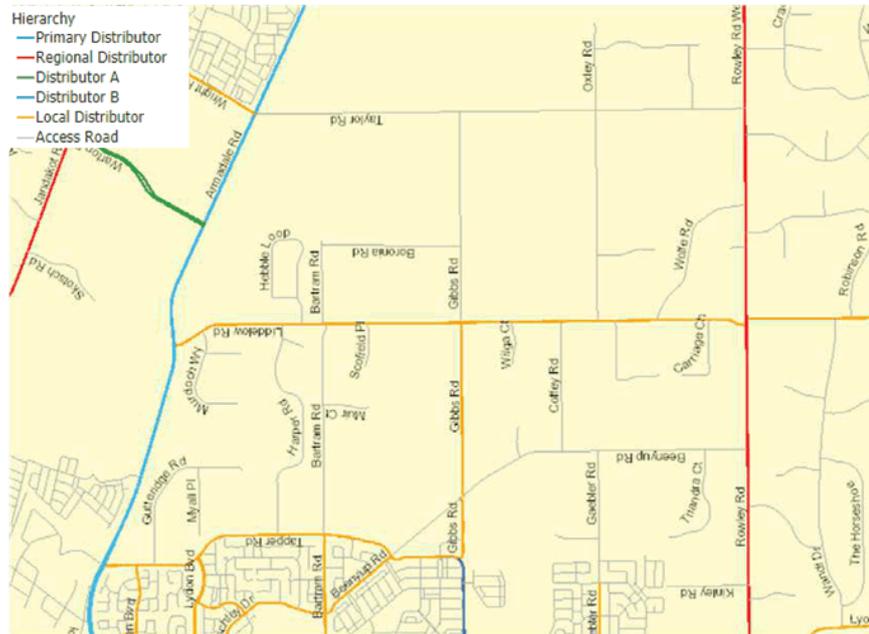
- > Road Hierarchy: Regional Distributor
- > Responsibility: Local Government (City of Cockburn)
- > Indicative Traffic Volume (AADT): Above 6,000 vpd
- > Recommended Operating Speed: 60 - 70km/h
- > Intersection treatments: Controlled with appropriate Local Area Traffic Management

All other roads within the study area are Access Streets and the information from the *MRWA Road Hierarchy For Western Australia* is summarised in the following:

- > Road Hierarchy: Access Road
- > Responsibility: Local Government (City of Cockburn)
- > Indicative Traffic Volume (AADT):
 - Built Up Area = Maximum desirable volume 3,000 vpd
 - Non-Built Up Area – up to 75 vpd
- > Recommended Operating Speed:
 - Built Up Area = 50 km/h (desired speed)
 - Non-Built Up Area – 50 – 110km/h (depending on design characteristics)
- > Intersection treatments: Self controlling with minor measures



Figure 1-3 Road Hierarchy





1.4 Existing Traffic Volumes

Traffic data within the Study Area was obtained from the *City of Cockburn Intramap* and is summarised as per **Table 1-1**.

Table 1-1 Traffic Volumes

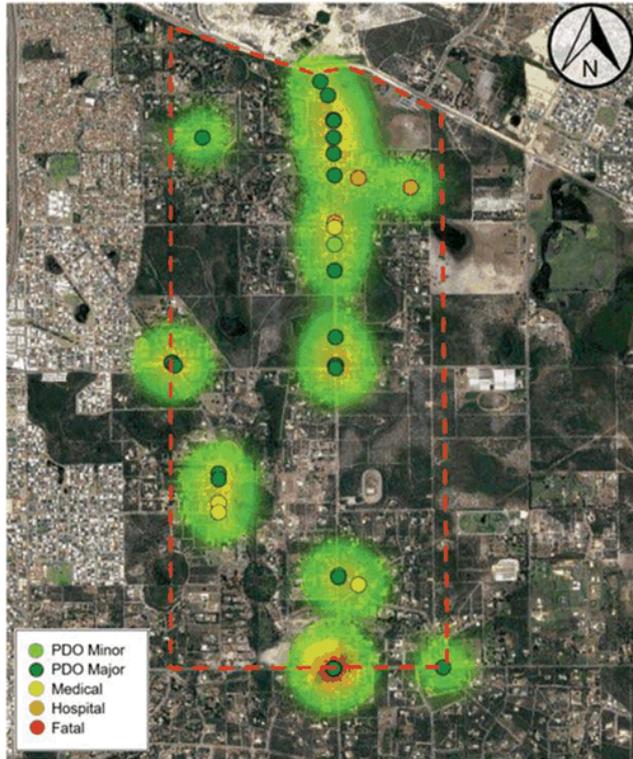
Road Name	Year	Average Weekday Traffic	Heavy Vehicle (%)	85 th percentile speed	Road Hierarchy Recommended Traffic Volume & Operating Speed
Liddelow Road – 300m south of Armadale Rd	2018	3,760	5.3%	74km/h	Built Up Area 6000 VPD (50-60km/h)
Liddelow Road – 40m north of Wolfe Rd	2018	2,584	8.9%	88km/h	Non-Built Up Area 100 VPD (60-110km/h)
Harper Road – 950m west of Liddelow Road	2019	1,318	9.2%		Built Up Area 3000 VPD (50km/h)
Boronia Road – 550m north of Gibbs Road	2015	105	8.5%		Non-Built Up Area 75 VPD (50-110km/h)
Gibbs Road – 200m east of Liddelow Road	2016	839	8.3%		Built Up Area 6000 VPD (50-60km/h)
Gibbs Road – 200m west of Liddelow Road	2016	1,378	5.2%		Non-Built Up Area 100 VPD (60-110km/h)
Coffey Road – 250m east of Beenyup Road	2019	481	6.3%		
Beenyup Road – 200m south of Coffey Road	2019	3,725	7.1%		Built Up Area 3000 VPD (50km/h)
Beenyup Road – 800m north of Rowley Road	2015	1,269	6.5%		Non-Built Up Area 75 VPD (50-110km/h)
Trianda Court – 60m west of Beenyup Road	2019	107	6.8%		

1.5 Crash Data

Crash data were extracted from the *Main Roads WA Reporting Centre* database for the entire Cockburn locality, and were filtered to only include all crashes within a rectangular area surrounding the Site, which is set as the study area. The study area is bounded by the intersection of Beenyup Road and Gibbs Road in the west, Armadale Road in the north, the intersection of Rowley Road and Wolfe Road in the east, and Rowley Road in the south. All recorded traffic accidents between 1 January 2014 and 31 December 2018 are presented in tables included in **Appendix A**, while the crash location heat map is plotted in **Figure 1-4** below.



Figure 1-4 Crash locations within the study area (2014-2018)



A summary of the crash data are as follows:

- > A total of 35 crashes were recorded within the study area.
- > No fatal crashes were recorded.
- > 4 crashes requiring hospitalization were recorded. Equivalent to 11% of the total crashes.
 - 1 x Beenyup Road
 - 1 x Liddelow Road
 - 2 x Hebble Loop
- > Majority of the crashes resulted to major damage to property, comprising 66% of total recorded incidents.
- > A total of 16 crashes, representing 46% of the total, occurred along Liddelow Road.
- > Hit Object crash type is the most common type of crash, with 10 recorded incidents, representing 29% of the total. Hit object type crashes can often occur due to high speeds and poor road delineation.
- > 1 Hit animal crash on Liddelow Road.

2 Local Area Traffic Management

2.1 Local Area Traffic Management (LATM)

Austrroads Guide to Traffic Management Part 8: Local Area Traffic Management (2008) defines LATM as being "concerned with the planning and management of the usage of road space within a local traffic area, often to modify streets and local networks which were originally designed in ways that are now no longer



considered appropriate to the needs of residents and users of the local area." As such, LATM may include traffic calming using a number of techniques such as physical and psychological measures and regulations to influence road user operation.

Typically, a local traffic area only contains local streets and collector roads rather than major arterial roads – which (along with other physical barriers) usually form the boundary of the area under consideration. This is due to the different intended functions and roles for each type of road.

As such, LATM typically aims to address issues with respect to:

- > Reducing traffic related problems – improved safety through speed moderation, driver behaviour and enhanced street space;
- > Traffic management and planning – for instance problems relating to traffic growth, "rat running" and the use of various roads by inappropriate vehicles;
- > Providing for walking and cycling; and
- > Improving environmental, economic and social outcomes.

2.2 Effectiveness of LATM

The Austroads Guide notes that whilst the speed reducing effects of LATM have proven to be variable given the type and nature of installed measures, the improvement in road safety has been consistent with some evidence indicating up to a 50% reduction in crashes for local areas. Conclusions noted in the Austroads Guide includes:

- > Speeds are generally reduced substantially with the numbers of vehicles exceeding 60 km/h greatly reduced.
- > Community perception of the effectiveness of LATM in reducing speeds varies between residents, drivers, and the wider community; around 60% of the public believe that LATM is effective in reducing speeds.
- > LATM can be compatible with cycle use if properly designed.
- > Roundabouts are perceived by practitioners to be an effective and mostly acceptable device.
- > Vertical devices are considered to be more effective in speed control and crash reduction than horizontal devices and, despite their lower popularity in the community, appear to be more acceptable than might have been assumed.



3 MRWA Guidelines

3.1 MRWA Funding Categories

On an annual basis, a fraction of State road funds is to be allocated to Local Government roads. The available funding is classed into two categories:

- > Local Government Managed Programs (Category 1 – approximately 66%), and
- > Main Roads Western Australia Managed Programs (Category 2 – approximately 34%)

3.1.1 Local Government Managed Programs

3.1.1.1 Road Project Grant

The Road Project Grant pool is to be distributed to Metropolitan Regional Road Group (36%) and Rural Regional Road Groups (64%). These funds are generally use in:

- > Preservation work
- > Road related projects
- > Commodity routes.
- > Road and Bridge Condition Data Collection

3.1.1.2 Direct Grant

Direct Grants are allocated for routine maintenance on Local Government roads

3.1.1.3 State Black Spot

State Black Spot funding are allocated to Local Government roads, aiming to improve the safety of roads with a proven crash history or high risk locations.

3.1.1.4 Strategic and Technical Support

- Municipal Infrastructure Needs, Development, Evaluation & Research (WALGA).
- The provision and analysis of crash statistics and road safety data for the Regional Road Groups. • WALGA RoadWise Program.
- WA Local Government Grants Commission support.
- Nudge (formerly The Roads Foundation).
- Other activities as identified or agreed by SAC.



3.1.2 Main Roads Western Australia Managed Programs

3.1.2.1 State Initiatives on Local Roads

State initiatives on Local Roads accounts for works that are generally larger in nature, and fall outside of the criteria for other funding groups.

3.1.2.2 Traffic Management, Signs and Pavement Markings

Traffic Management includes rail crossings, traffic control signals, traffic signs and pavement markings, including longitudinal road markings, regulatory signs and lines, and pavement markings on the Local Government road network.

3.1.2.3 Regional Road Group Support

Administrative support and technical assistance provided by MRWA to support the operation of Regional Road Group.



3.2 Adjustment to Posted Speed Limit

3.2.1 Speed Limits for Various Road Hierarchy / Conditions

The conditions for new and amended speed limits for different road functions are summarised in **Table 3-1**.

Table 3-1 Speed Limits Features

Speed Limit	Road Function	Typical Application	Key features
10	Shared Zone	Pedestrian mall	Confined area where movement of pedestrians and cyclists has priority over motor vehicles.
20	Off-street areas	Car parks, access driveways	Confined areas where pedestrians and cyclists intermingle with motor vehicles.
30	Local	Recreational area, car park	Confined areas where pedestrians and cyclists intermingle with motor vehicles.
40	Local / Distributor	Residential / Commercial streets or areas	Shopping precincts. Provision of Local Area Traffic Management devices must be provided to physically control speeds to posted limit.
40	Local / Distributor	School Zone	On non-primary distributor routes subject to speed zones up to 70 km/h.
50	Local	Default built up area speed limit	Residential, commercial roads that are not primarily distributor routes. It may also be applied on highways through rural townships.
60	Distributor		Speed limit for most undivided district and primary distributor roads in built-up areas with direct access from abutting development.
60	Distributor	School Zone	On non-primary distributor routes subject to speed zones of 80 and 90 km/h.
70	Distributor		Higher standard urban roads, generally divided roads having provision to safely store turning or crossing vehicles but with some or full direct access to the road from abutting development. May also be applied to undivided roads having low levels of direct access from abutting development.
80	Distributor		Higher standard urban roads, generally divided roads having provision to safely store turning or crossing vehicles and minimal access from abutting development directly to the main carriageways. May also be applied to undivided roads having very low levels of direct access from abutting development. Maximum speed limit through traffic signals, railway level crossings, roundabouts and single lane bridges. Major rural roads through small settlements with some abutting development.
90	Distributor		Limited application on outer urban highways. Major rural roads through small settlements with some abutting development.
100	Distributor		High standard urban freeways and highways.
110	Distributor		Default speed limit for roads in non built-up areas. Mainly used for speed zoning rural freeways and highways.

3.2.2 Permitted Adjustment to Speed Limits

MRWA guidelines note that the adjustment of speed limits shall be limited to ± 10 km/h unless:

- > A reassessment of the application and key features can be justified
- > The 85th percentile speed is more than 10 km/h different from the determined speed

It is noted that the posted speed limit shall always be equal to or lower than the 86th percentile speed of the road. For posted speed limit of 50km/h or less, no adjustments shall be allowed.



3.3 Applications For New and Amended Speed Zones

3.3.1 General Speed Zones

Applications for general speed zones and/or changes to existing speed zones should be addressed to the Traffic Services Co-ordinator for the Metropolitan Region and the Customer Services Manager in the Regional Office.

The applicant should provide the following information:

- Applicants Name, Postal Address, E-mail Address and Telephone Number
- Road Name and Section (linked to a physical landmark eg intersection),
- Outline of reasons for seeking a change to the existing speed limit or speed zone,
- Supporting reasons for a proposed speed limit.

3.3.2 Area Speed Zones

Applications shall only be made by the Local Government with responsibility for the area in which the Area Speed Zone is proposed.

All applications should be addressed to the Traffic Services Co-ordinator for the Metropolitan Region and the Customer Services Manager in the Regional Office.

The application shall include:

- A scaled map showing the boundary of the proposed local area speed zone.
- A list of all roads in the proposed area, the traffic volumes and the 85th percentile speed of traffic on these streets on an hourly basis.
- A list of all roads that will require installation of speed control calming devices, where appropriate.
- A list of all roads with substandard seal widths (less than 5.5 metres), and deteriorating surfaces.
- Drawings to show the location and details of all proposed and existing speed control devices, proposed and existing threshold treatments, proposed local area speed limit signs and the locations of conducted speed surveys.
- A brief description of a monitoring program. The monitoring program shall include at least local community attitudes and vehicle speeds.
- The date on which the area speed zone is planned to come into force (i.e. after completion of Main Roads approvals and Council completion of roadwork if any).
- A commitment by Council to measure speeds for the road sections with new speed control devices and to provide additional devices if the 85th percentile speed exceeds the area speed limit by more than 10 km/h.
- A summary of consultation with the local community, police, emergency services and public transport authorities.

3.3.3 Advisory Speed Limit Signing

For Local Government roads outside of the Perth Metropolitan Boundary, applications for advisory speed limit signing should be forwarded to the relevant Local Government. For highways and main roads, applications should be addressed to the Customer Services Manager in the Regional Office.

For all roads within the Perth Metropolitan Boundary, applications should be addressed to the Traffic Services Co-ordinator for the Metropolitan Region.

3.3.4 Approval

All proposed new and amended speed zones shall be approved by the Executive Director Road Network Services or the Executive Director Infrastructure Delivery prior to implementation.



4 Community Consultation

4.1 Consultation

Cardno, in collaboration with the City, undertook community consultation sessions to allow local residents to provide feedback on the existing traffic conditions within and around the Study Area. These sessions were also aimed at determining the attitudes of the residents towards potential LATM installations within the Study Area. The community consultation involved two stages; the first stage was to document the concerns of the residents within the Banjup locality and the second stage of consultation was conducted to allow residents to view Cardno's recommended treatments based on community concerns and provide any further input.

4.2 Objectives

The objectives of these community consultations were:

- > Accumulate feedback from the community to inform project development and ensure that outcomes appropriately meet the relevant needs of those concerned.
- > Document community's concerns and preferences;
- > Identify any issues and constraints existing in the Study Area which may affect the project; and
- > Provide recommendations to mitigate such issues.

4.3 Stages of Consultation

4.3.1 Stage 1

The first stage of the consultation included the two methods of community engagement below:

- Workshop with the residents (14th May 2019); and
- Online surveys by the City (included in **Appendix C**)

The workshop involved an opportunity for members of the community to mark on plans of the study area indicating the nature and locations of concerns.

The online surveys were conducted by the City and consisted of a series of questions related to road safety, speeding issues, "rat running", trucks passing through the area, safety issues for pedestrian and cyclists and support for traffic calming measures.

The survey results and the outcomes of the community consultation sessions were compiled and evaluated to develop potential methods of traffic management and establish the foundation for the future consultation.

4.3.2 Stage 2

The second stage of consultation was conducted on 6th of August 2019 after analysis of the community's concerns. The purpose of the second consultation was to allow the community to view recommendations considered to address the most common concerns and give the community a further opportunity to convey their views on issues and the recommendations.

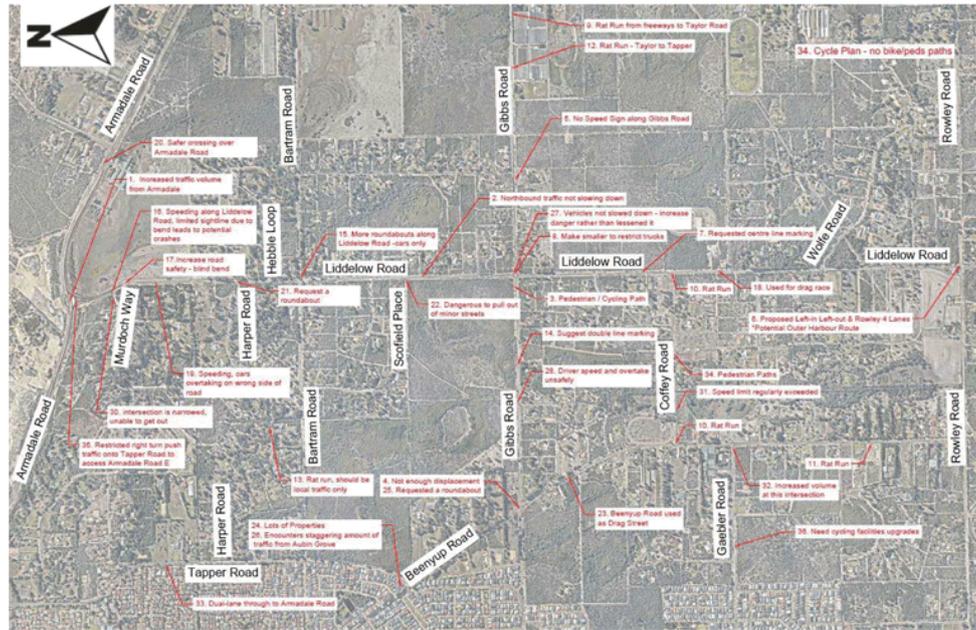


4.4 Community's Feedback and Concerns

4.4.1 Community Consultation

Figure 4-1 is a graphical representation of the concerns raised by the community from the community consultation (included in **Appendix B**). The comments were also documented as included in **Appendix B**.

Figure 4-1 Concerns



4.4.2 Online Surveys

The online surveys by the City of Cockburn showed that majority of the respondents answered 'Yes' to the following questions:

- > Do you consider there is a road safety issue in the Banjup area?
- > Do you consider there is a high-speed traffic issue in the area?
- > Do you consider there is a "rat running" issue during peak hours?
- > Do you consider there is an issue with trucks passing through the area?
- > Do you consider there are pedestrian or cyclist safety issues in the area?
- > Would you support "traffic calming" measures in the area?

A tabulated list of responses is provided in **Appendix C**.

5 Recommendations

Cardno assessed the recommendations collected from the community consultation, and carefully examined the options in accordance to *Austrroads LATM Guide to Traffic Management Part 8: Local Area Traffic Management*, and *City of Cockburn Local Area Traffic Management Investigation Policy*. Cardno inspected the surrounding of the Site to determine the suitability of proposed LATM.

One of the key issues observed within the Banjup LATM study area was the incompatibility of the rural type road environments and speed zoning with traffic volumes more aligned with built up area type roads. As per the Main Roads Metropolitan Road Hierarchy, Local Distributor Roads should only have speed limits significantly above 60km/h (Non-built up area speed limit range 60 – 110km/h) when the corresponding daily traffic volumes are low (under 100 vehicles per day listed). Within the study area, the two local distributor roads of Gibbs Road (around 1000 vehicles per day and a default speed of 110km/h) and Liddelow Road (over 2500 vehicles per day with posted speed limits of 70 – 80km/h) are both carrying volumes well in excess of that expected of a Rural Local Distributor and therefore should be considered as Urban Local Distributors when making future road network decisions.

While the recommended treatments contained within this report are generally considered appropriate for the traffic concern and location being proposed, the identified treatment may not be the only treatment type that could be implemented with similar results. As previously mentioned, detailed analysis should be undertaken to ensure that the most suitable treatment is used at each suggested site to treat the concerns raised by the community.

Cardno's proposed measures within the Study Area based on the most commonly raised issues, as per **Figure 5-1**. A larger plan is included in **Appendix D**. These measures are considered as reasonable treatments to assist in ensuring both volumes and speeds remain within the established hierarchy requirements.

Figure 5-1 Recommendations

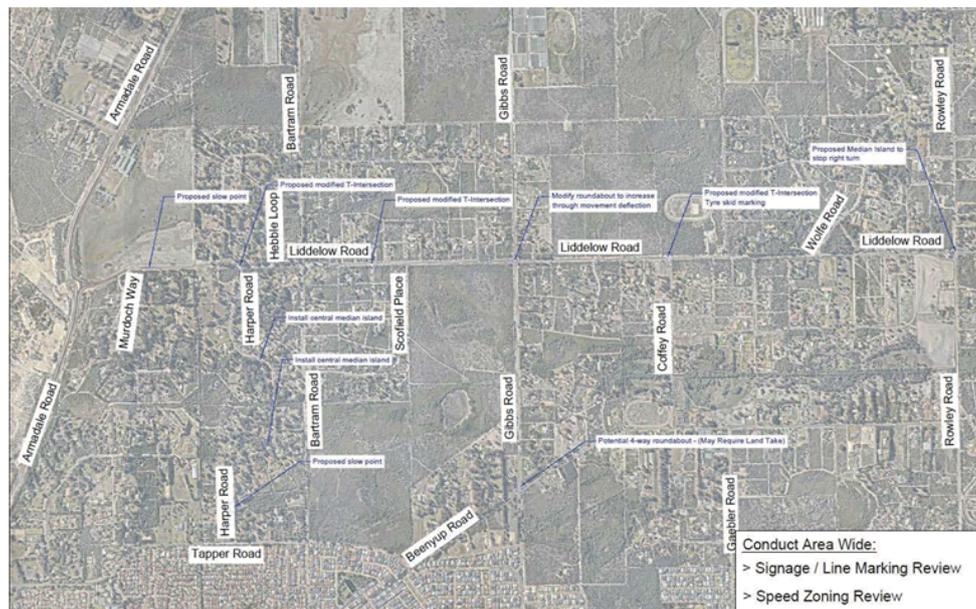


Table 5-1 summarises the recommendations for the Study Area.



Table 5-1 Recommendations

Location	Proposed
Liddelow Road (South of Murdoch Way)	Slow Points – Due to reduced sight lines
Liddelow Road and Harper Road intersection	Modified T-intersection
Liddelow Road and Scoffield Place	Modified T-intersection
Liddelow Road and Gibbs Road	Modify roundabout
Liddelow Road and Coffey Road	Modified T-intersection
Liddelow Road and Rowley Road	Median island to stop right turn movements
Beenyup Road and Gibbs Road	4-way roundabout
Harper Road (East of Tapper Road)	Slow point
Harper Road	Central median islands
Area Wide	Signage/ line marking review
Area Wide	Speed zoning review

5.1 Potential Modifications

5.1.1 Slow Points

Slow points are proposed for Liddelow Road and Harper Road, particularly on sections of roads with a curved alignment, as speeding on such sections of roads where sight lines are restricted can cause crashes and unnecessary safety issues to road users. Traffic calming to reduce speed is generally used in urban residential streets such as these and implementing such measures to achieve lower speeds at high-risk locations can reduce the risk of a crash. Slow points can be in the form of re-aligned roads, road geometry changes and traffic calming devices to reduce the risk of crashes. **Figure 5-2** shows a blister island type slow point.

Figure 5-2 Blister Island

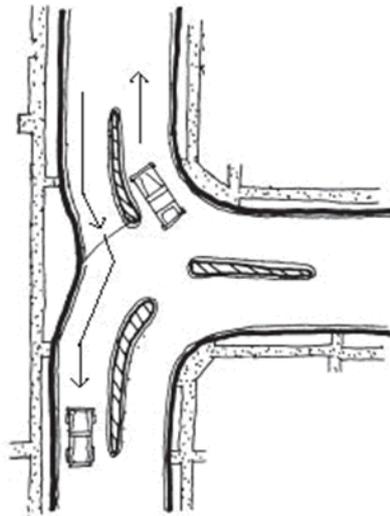


5.1.2 Modified T-intersection

A modified T-intersection type treatment is proposed on intersections of Liddelow Road/Harper Road, Liddelow Road/Scoffield Place and Liddelow Road/Coffey Road where complaints of speeding were

received from the community. The measure involves a curb extension to allow paths of vehicles going through to deflect slightly hence reducing their approach speed. **Figure 5-3** shows an example of a modified T-intersection. This treatment not only results in speed reduction, but ensures the reduction occurs at an intersection where the risk of vehicle conflict is greater and thus, if a crash does occur, the reduced impact speed will result in reduced crash severity.

Figure 5-3 Modified T-intersection



5.1.3 Roundabouts

A four-way roundabout is proposed at the intersection of Beenyp Road and Gibbs Road. This treatment will improve the flow of vehicles and reduce the possibility and severity of crashes. A roundabout as per 'Austroads Guide to Road Design: Part 4B Roundabout' can appropriately assist in achieving a safe and efficient intersection design.

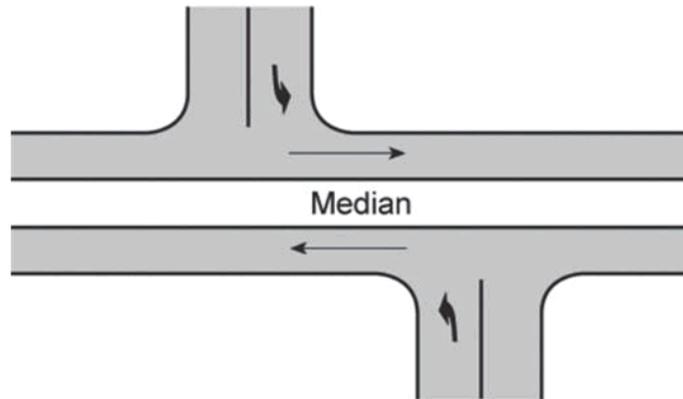
The roundabout of Liddelow Road and Gibbs Road has been designed for large trucks (19m semi-trailer) to negotiate easily, however as a result it allows passenger vehicles to travel through the device at relatively high speeds. To reduce vehicle speeds further, the roundabout is recommended to be modified to further deflect the paths of passenger vehicles and require larger trucks to utilise mountable sections within the roundabout.

5.1.4 Median Island – Liddelow Road and Rowley Road

A fairly direct route was observed between Liddelow Road and De Haer Road which could potentially be used for 'rat running' for those who want to avoid congestion on the Kwinana Freeway during peak hours. A median island treatment is recommended within Rowley Road to prevent any right turns and convert the two intersections to left in left out only intersections. This would reduce potential "rat running" and therefore reduce the number of vehicles using Liddelow Road. **Figure 5-4** shows the potential layout of the staggered intersection with a median island that prohibits right turns at both the intersections via a long median island.

During the second community consultation process a small number of residents indicated that the median island may cause inconvenience, however the suggested treatment of a roundabout would not provide "rat running" control that the proposed median island would. There are other options to achieve connectivity for residents on both sides of Rowley Road and therefore, Cardno's recommendations are considered as a more desirable measure to alleviate the concern of "rat running".

Figure 5-4 Potential Intersection



5.1.5 Central Median Island

Median islands are recommended on Harper Road's curved sections to separate the traffic in each lane and assist vehicles to remain in their lanes while approaching/manoeuvring the curves. The installation of a central median island also will provide a traffic calming effect and reduce the risk of a head on collision. The survey results suggested that vehicles were crossing over the centre line at the bends of Harper Road.

5.1.6 Speed Zones Review

It was observed that some roads within the Banjup Study Area have street lights and would therefore be considered as a 'built-up area' with a default 50 km/h speed zone. However, numerous roads were observed to be unlit potentially causing the road environment to default to the rural open speed limit of 110 km/h. Therefore, it is recommended to review the existing speed zones within the area and provide appropriate speed zones with appropriate signs ensuring consistency within the Study Area clarifying the varying road speeds. This review should also include the Local distributor roads (Gibbs Road and Liddelow Road) which should be considered as having urban characteristics when selecting appropriate speed zoning (60km/h or lower).

According to the Main Roads WA *Draft Policy and Application Guidelines for Speed Zoning, Issued August 2019*, an appropriate speed limit range for the local distributor roads (Gibbs Road and Liddelow Road) would be in the range of 60-70km/h, which is a reduction of the existing posted speed limit for these roads.

5.1.7 Signage and Line Marking Review

Confusing speed signs were also observed within the Study Area which are likely to cause hazardous situations to road users. For example, **Figure 5-5** shows a road section of Beenyup Road within close proximity to the intersection of Gibbs Road and Beenyup Road. At this location two different speed signs are displayed within less than 100m distance to each other. This inconsistency is likely to cause confusion to road users and therefore may result in unnecessary traffic safety issues.

Variations in line marking on roads with the area were also observed. Therefore, a review of the Study Area's signage and line marking needs to be undertaken to ensure appropriate signs and line marking is installed on the roads where appropriate.

Figure 5-5 Confusing speed signs



6 Community Feedback from The Stage 2 Consultation Session

The feedback from the Stage 2 community consultation and Cardno's response are included in **Appendix E** and further discussed below. It is noted that the feedback below is not necessary a treatment recommended by Cardno.

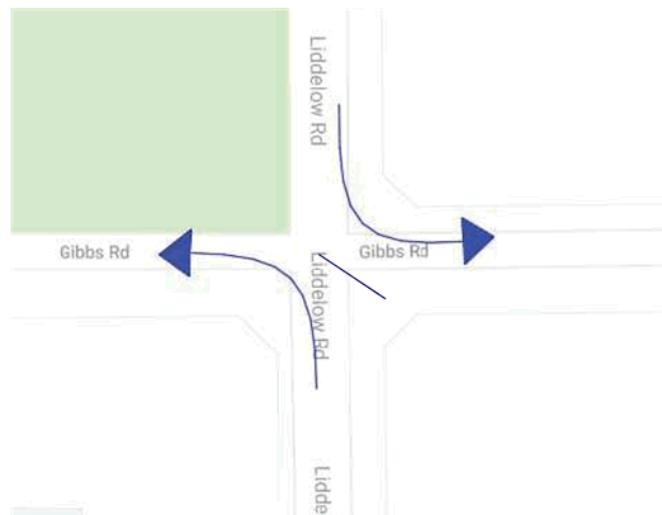
6.1 Install Temporary Measures and Analyse Results

During the second community consultation process, it was suggested by a resident to install temporary measures and analyse the success of the results. In some locations within the Study Area, this could be a worthwhile consideration, however the use of temporary treatments can sometimes increase the overall cost of the project for no additional benefit and this should be considered when identifying budgets for the project.

6.2 Partially Closing Liddelow Road at Gibbs Road

Some residents within the locality suggested that Liddelow Road be partially closed at Gibbs Road, the intersection of which is currently treated by a roundabout. The idea would be to close through movements on Liddelow Road and Gibbs Road forcing traffic to turn at 90 degrees into either road (**Figure 6-1**).

Figure 6-1 Partially Closing Liddelow Road



This method could force traffic from Liddelow Road north and south to Gibbs Road east or west making Liddelow road a less desirable route for through traffic movements ("rat running"). Residents suggesting this method of treatment believed that this treatment may alleviate the necessity for other traffic calming and traffic control devices proposed for the area as it deviates northbound and southbound traffic. It is considered by Cardno that such a method could potentially be beneficial to prevent "rat running" and speeding issues within the area. However not all issues raised by residents would be resolved by this treatment alone.

Cardno has carefully examined the potential impact of the proposed part closure modification at Liddelow Road / Gibbs Road intersection and noted that the possible change would not have major impact on the existing traffic conditions within the Study area.

The northern section of Liddelow Road would be likely to still be a desirable rat-run for traffic wanting to access Rowley Road (via Gibbs Road and Taylor Road). The part closure may also cause an increase in traffic volume on Harper Road with traffic trying to access the western built up areas.

The southern section of Liddelow Road would be likely to experience a noticeable drop in through traffic movements and general connectivity would not be significantly impacted.



7 Summary and Conclusions

This report has been prepared to summarise consultation activities and present outcomes of the High-Level Study.

The findings and recommendations are summarised below:

- > Feedback from the community were mostly related to speeding issues, "rat running" and traffic safety issues.
- > A modified T-intersection has been recommended for Liddelow Road and Harper Road intersection, Liddelow Road and Scofield Place intersection and Liddelow Road and Coffey Road.
- > It is recommended that the intersection of Beenyup Road and Gibbs Road be converted to a 4-way roundabout.
- > The roundabout intersection of Liddelow Road and Gibbs Road is recommended to have modified lanes and centre island to allow deflection for passenger vehicles and to encourage lower speed.
- > Slow points and central median islands were recommended on Harper Road and Rowley Road to deter speeding and provide a traffic calming effect.
- > A median island to stop right turn movements was suggested for the intersection of Liddelow Road and Rowley Road.
- > Improvements were suggested for signage and line marking within the area ensuring consistency in the speed zones and appropriate signage.

All potential treatments should be investigated further to consider if appropriate and be designed to the relevant standards.

Banjup LATM Study





Crash Severity Summary

Type of Crash (RUM Code)	Fatal	Hospital	Medical	Major Property Damage	Minor Property Damage	Total Crashes
Right Angle	-	1	-	2	-	3
Sideswipe Same Direction	-	-	2	4	1	7
Rear End	-	-	2	6	-	8
Hit Object	-	1	1	8	-	10
Hit Animal	-	-	-	1	1	2
Head On	-	-	-	2	-	2
Non-Collision	-	2	1	-	-	3
Total	0	4	6	23	2	35

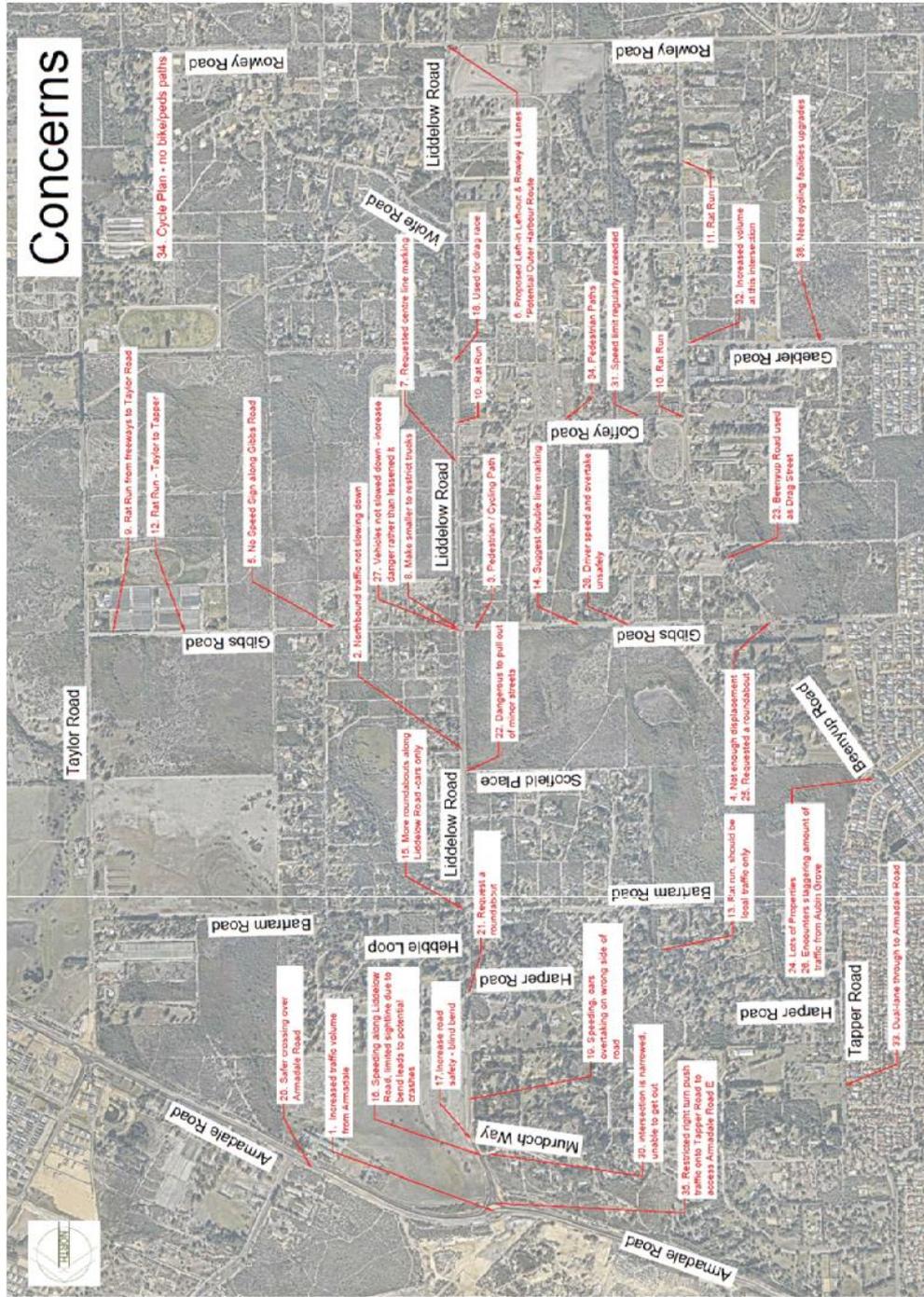
Crash Location Summary

CRASHES PER ROAD						
Road Name	Fatal	Hospital	Medical	Major Property Damage	Minor Property Damage	Total Crashes
Rowley Rd West	-	-	-	1	-	1
Beenyup Rd	-	1	2	4	-	7
Liddelow Rd	-	1	2	12	1	16
Wolfe Rd	-	-	1	-	1	2
Hebble Loop	-	2	-	-	-	2
Gutteridge Rd	-	-	-	1	-	1
Rowley Rd	-	-	1	5	-	6
Total	-	4	6	23	2	35

Banjup LATM Study

APPENDIX
B
COMMUNITY CONSULTATION
FEEDBACK





CW1033600 | 30 November 2019 |



Comments received from Community Consultation
Speed
Inceased traffic in the morning and afternoon peak times
Dragging down Liddelow
Entering from Armadale
Heading north on Liddelow Road, the speed reduces from 80km to 70km to 60km. Road users typically do not slow down until the intersection at Armadale Road. There is a 'dog leg' in Liddelow Road just before Murdoch Way intersection.
A car going 80+ kph on Liddelow Road (typically doing 100kph) won't see the car turning left into Murdoch Way prior to the dog leg. Then they slam on their brakes or move onto the other side of the road to avoid an accident.
Limestone path verge on Gibbs and Liddelow Roads. Pedestrians and traffic at 80+kph don't mix and loads of double Gs in the grass (bad for pets and bike tyres).
Junction of Gibbs Road and Beenyup Road - not enough displacement, cars go through at 80kph even though signed for 20kmh.
Currently no speed signs on Gibbs Road. Police can't agree what the limit is. No lights on Gibbs Road so is it 110kmh? Nothing to say it isn't. Not clear.
My belief is that whatever happens within the subject area will be determined by factors occurring outside of that area.
Nicholson Road bounded by Armadale and Rowley
Left in and out of Rowley
Rowley 4 lane road
Proposed outer harbour with Rowley the preferred access
Residential development by Kwinana Council
Rural Amenity - right to quiet enjoyment is already degraded (legal right)
Noise attenuation walls won't be sufficient
Access to Freeway degraded by proposed left in/out on Rowley Road
RAT RUN ROADS - Taylor due south - turn right on to Gibbs then west to Tapper
RAT RUN ROADS - Coffey Road between Beenyup and Liddelow
RAT RUN ROADS - Beenyup Road from Rowley to Tapper
RAT RUN ROADS - Detour is encouraging traffic onto Gibbs Road from freeway to Taylor Road
RAT RUN ROADS
We believe that it is not safe to ride a bike on any roads
One person said they want to maintain speed limits (not reduce them) and not block roads or do any traffic calming in order to maintain fire safety, i.e. so people can leave quickly if there's a fire.
One person said the 60km speed limit on Harper Road is not obeyed



Ron Arnold of 418 Bartram Road, corner of Liddelow, said he'd written to the City about traffic issues (i.e. not part of the survey), and would like his comments included as part of this process.
A Banjup resident has asked if Cardno can look at ways of constraining traffic and increasing road safety at the northern end of Liddelow Road near Murdoch Way where there is a blind bend that drivers often speed around from either direction, despite the double white lines.
Issue of dog leg rise in road
Visibility
Connection for kids to suburbia
Burnouts
Total disregard by motorists on Liddelow
??? Entering from Harper
Drag strip
Excessive speed
Excessive volume am/pm - will increase again once intersection Armadale/Liddelow opens. Currently 50% open.
Issue entering from Harper to Liddelow towards Armadale. No double lines to protect overtaking cars speeding on Liddelow
Issue of traffic entering Liddelow from Armadale at 60km then dog leg up to 70km on rise in road then the cars overtake and speed on wrong side of road
Google maps is sending traffic down Liddelow not Freeway or Armadale
Liddelow used as "drag"
Dangerous intersection
Dangerous to pull out into Beenyup and Liddelow Roads from other smaller streets
Beenyup used as "drag" street
Volume and speed of traffic
Horse signs
Lots of properties
Chicanes (?) work well
Beenyup encounters staggering amount of traffic from Aubin Grove
Inattention (people on phone not paying attention)
Roundabout gets puddling water around and near drain - dangerous
Not designed to slow cars
Proposal left in / left out?
No public transport
Preserve the rural lifestyle
Roundabout hardly a traffic calming roundabout
Use Liddelow Road like a race track.
On a daily basis, driver speed and overtake unsafely on Gibbs Road
Roads need better signage including speeds. Along Gibbs Rd, speeds vary up to 100kph. There are no speed signs and no enforcement. There is a crest near 190 Gibbs which is not signposted, Often motorists overtake blindly placing themselves, oncoming traffic including cyclists and residents turning into their driveways at risk.



My view is that the roundabout at Gibbs Rd has increased the danger of the Gibbs and Liddelow Rds intersection rather than lessened it. The roundabout is so large that some drivers attempt to drive through it at relatively high speed rather than slowing down and staying in one lane
high speed traffic has always been an issue. Murdoch way intersection is narrowed and a nightmare to get out of.
Speed limit is regularly exceeded / Local horse riders and drivers no longer have safe areas to exercise
Accident waiting to happen. Overtaking and speeding
Lack of Speed Sign
Lack of Speed Sign
Speed exceeding 100kph, overtaking lines of cars
Lack of Speed Sign
Roundabout is not effective, have too many vehicles speeding
Harper Road
Based on the experience of Jandakot Road, where congestion on Main Roads and developments beyond the area (Harrisdale, Piara Waters, etc.) have lead to a huge increase in traffic including heavy trucks, action has to be taken now to discourage rat-running and trucks from Banjup roads. If not the rural areas of Banjup will be similarly destroyed in the near future.
Beenyup Road is used excessively for "rat running" particularly during peak periods
Liddelow Rd will be used as a Rat Run for people to avoid Armadale Rd onto the Freeway South
Also the number of people who cut the intersection at Gaebler/Beenyup need to be addressed.
Keep Banjup as 'Rural'. High daily volume of 27,000 VPD is incompatible with rural lifestyle
Massive increase in traffic volume as Wandi becomes more populated
Increase volume on Tapper Road, coming out of Gutteridge Road.
If there isn't a cyclist plan for the city then there should be one, The semi rural roads in Banjup are unsuitable for bicycle and the current high vehicle usage which includes large articulated trucks. lane markings, cycleways etc,
Long Term Plan once major roadworks are completed
No bike paths or footpaths
No bike paths or footpaths
Some roads are not suited to cyclists / vehicles together which creates a safety issue
We need walk/cycle path all the way down Beenyup road for the safety of our children to travel to school
lack of footpaths along the road between Gibbs Road and Rowley Road making walking or using bicycles very dangerous
Unsafe to cycle due to high speed vehicles and lack of cyclists / pedestrian path
With proposed future left turn only entering Rowley Road, how would council propose residents from notyh of Rowley access a suitable route to the freeway?
Another item of concern is that Beenyup/Rowley should have stop sign and Rowley should have double white lines on that section as it's such a busy section road now and you could get caught out with people overtaking.
Traffic calming measures ineffective
Noise on Freeway
The only safety issues we have is the lack of verge pruning and maintenance by council. Lines of site for traffic on Bartram Rd, Muir Ct, Harper Rd has been an issue for years with scrub growing almost on to the roads with little if any interest by council.



Google map sends cars down Liddelow Road
No lighting at night, narrow road
Liddelow near Armadale Road is a dangerous stretch of road, two fast bends. Ineffective large roundabout
Restricted right turn onto Armadale road, now need to access Armadale Road at the Tapper Road traffic lights
Prior to urban development around Banjup we could safely walk around Banjup. There is too much fast flowing traffic
My family bike rides to school (Aubin Grove primary) along Gaebler Rd. This road is dangerous and desperately needs an upgrade. It's skinny and has a blind spot created by the hill and I always worry riding along it. Surely if we are in the school boundary there should be provision for paths so children riding to school can do so safely. Our alternative way to school is along Rowley which is even worse.
private school buses stop on Gibbs road to pick up and drop of students during peak hour times which i believe is an accident waiting to happen there needs to be a designated bus siding like the one near the reserve on Gibbs road not near the roundabout. slow points would deter hoons Banjup seems to be no mans when it comes to policing 24-7
No safe way for children to access train station or Cockburn Central shop.
No Footpath. Unfortunately, a fence had been built which stop cars having a clear view of the road they are turning into. Potential pedestrian collision

Banjup LATM Study





Survey Results as at 14 May 2019 from City's Online Survey- Banjup Traffic Study	
Do you consider there is a road safety issue in the Banjup area?	
Yes	38
No	5
No opinion	2
Do you consider there is a high-speed traffic issue in the area?	
Yes	33
No	10
No opinion	2
Do you consider there is a "rat running" issue during peak hours?	
Yes	40
No	3
No opinion	2
Do you consider there is an issue with trucks passing through the area?	
Yes	30
No	11
No opinion	4
Do you consider there are pedestrian or cyclist safety issues in the area?	
Yes	36
No	5
No opinion	4
Would you support "traffic calming" measures in the area?	
Yes	37
No	5
No opinion	3
7. I am a motorist who lives outside of Banjup and use Banjup roads for the following main reason:	
Commuter to work	1
Drive to sport or recreation	2



Several of the above	2
Not applicable	26
9. I would like to register for the workshop on 14 May at the Banjup Community Hall from 6.30pm to 8pm	
Yes	23
No	21

Comments received as at 14 May 2019 from City's Online Survey- Banjup Traffic Study
We asked for a "traffic calming" roundabout at Gibbb/Liddelow. The council built one suitable for large truck - hardly a calming roundabout.
Even though there is a 80km speed limit people use Liddelow road like a race track overtaking & exceeding 80km as they do so. Prior to urban development around Banjup we could safely walk around Banjup but now there is too much fast flowing traffic. We need calming measures intermittently along the road with cycle lanes and footpaths to enable people to exercise in safety.
Based on the experience of Jandakot Road, where congestion on Main Roads and developments beyond the area (Harrisdale, Piara Waters, etc.) have lead to a huge increase in traffic including heavy trucks, action has to be taken now to discourage rat-running and trucks from Banjup roads. If not the rural areas of Banjup will be similarly destroyed in the near future.
Drive to sport or recreation. I use Banjup roads as a "rat-run" to avoid the congestion heading north on the freeway. While congestion should reduce once freeway widening is completed, the DTS shows that the freeway is near capacity again by 2031, so the problem will not go away.
On a daily basis drivers speed and overtake unsafely on Gibbs Rd. We would like to see footpaths, clear road line markings and widening of road or edges restored.
With proposed future left turn only entering Rowley Road, how would council propose residents from north of Rowley access a suitable route to the freeway?
Sometimes traffic calming can lead to more unruly behaviour and burnouts so I'd be wary about what is used. 80 along Beenyup is fine. My family bike rides to school (Aubin Grove primary) along Gaebler Rd. This road is dangerous and desperately needs an upgrade. It's skinny and has a blind spot created by the hill and I always worry riding along it. Surely if we are in the school boundary there should be provision for paths so children riding to school can do so safely. Our alternative way to school is along Rowley which is even worse.
Another item of concern is that Beenyup/Rowley should have stop sign and Rowley should have double white lines on that section as it's such a busy section road now and you could get caught out with people overtaking. Also, the number of people who cut the intersection at Gaebler / Beenyup need to be addressed.
The problem exists because of congestion on Kwinana Fwy and Armadale Rd arising largely from a lack of planning and the "better late than never" roadworks currently in progress. Until these complete, some of the above issues are largely unresolvable. Roads need better signage including speeds. Along Gibbs Rd, speeds vary up to 100kph. There are no speed signs and no enforcement. There is a crest near 190 Gibbs which is not signposted, Often motorists overtake blindly placing themselves, oncoming traffic including cyclists and residents turning into their driveways at risk. The Short-Term remediation should include signs and double white lines. A review of foliage on road verges which obscure motorists' visibility and prevent accident avoidance should be conducted and foliage removed as necessary. If there isn't a cyclist plan for the city then there should be one, The semi-rural roads in Banjup are unsuitable for bicycle and the current high vehicle usage which includes large articulated trucks. The Medium Term plan should include widening of

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roads, cyclist lane markings, cycleways etc. As for traffic calming measures, this would depend upon their nature, The measures in Beenyup Rd either side of the Gibbs Rd intersection are largely ineffective but the new roundabout at the Gibbs and Liddelow Rd intersection appears effective.

Peak periods requires definition. Non residential traffic starts before 0400 and can continue to well after 2100. The longer term plan should be effected once the roadworks are largely completed. This should identify Armadale and Rowley Roads (and Jandakot Rd) as the primary East West links. It should identify Taylor and Liddelow Roads (and Kwinana Fwy) as the primary North South links, . Those roads not dual carriageway should be widened one at a time. Other cross roads should be considered for closure at one end, For example Gibbs Rd between Beenyup and Liddelow Roads should be closed to all but pedestrian and cyclist traffic at the Liddelow Rd end. East west movement between Beenyup and Liddelow Roads is still be possible via Coffey Rd but no direct transit would be possible outside of the primary road links.

Not mentioned in the survey above is the hoon problem which continues unabated because of a lack of police interest and despite residents paying for a CoSafe security service. This has already caused the near destruction, due to a car fire, of a residence near the Gibbs and Beenyup Rd intersection. Cameras, suitable for producing prosecution worthy evidence, should be considered. If necessary, volunteers from residents should be sought to manage these cameras.

Road modifications should be sympathetic to the inevitable future rezoning of the area (albeit a decade or so away).

I have given "No opinion" for the last question relating to traffic calming as I would prefer to know what action would be taken. My view is that the roundabout at Gibbs Rd has increased the danger of the Gibbs and Liddelow Rds intersection rather than lessened it. The roundabout is so large that some drivers attempt to drive through it at relatively high speed rather than slowing down and staying in one lane.

I have found that with no bike paths or footpaths it is unsafe to walk or ride on the edge of the road. In some places you have no option but to walk on the road as the roadside vegetation is difficult to get around or the terrain makes walking riding difficult.

State government plans say that there is no need to develop Banjup until Perth's population reaches 3.5 million – say 20 years' time or more. By law, Cockburn council has to follow the state planners' instructions. This means Banjup will remain zoned rural for most residents' tenure here. Rural is our future.

Cockburn's recent traffic study forecasts that in 10 years there will be 27,000 vehicles per day using Jandakot Road. Alarmingly, Cockburn also forecasts that in 10 years 27,000 vehicles will also be passing through Banjup – 11,000 along Beenyup and 16,000 along Liddelow. These volumes will be similar to the forecast traffic on Stock Road and on Spearwood Avenue.

Rural lifestyle is incompatible with 27,000 vehicles per day passing through us, as residents in Jandakot and Treeby know full well and to their cost – the property market there is stagnant. Rural is Banjup's future and Cockburn agrees – its planning policies say that our rural area should "prosper". It can only prosper if Cockburn takes action to prevent Banjup going the same way as Jandakot and Treeby. The clearest indication that Cockburn means what it says is for Council to prevent the forecast big increases in through traffic on Banjup's roads.

Hoons burning tyres, unsafe high speed overtaking, trucks speeding. We have it all. What we don't have is public transport, bicycle paths or pedestrian paths. My daughter was run off the road by a hoon and fell off her bike. Please help us do something about that disaster zone. Thank you.

The area would benefit with footpaths and bike paths.



High speed traffic has always been an issue. Murdoch way intersection is narrowed and a nightmare to get out of.

Some roads are not suited to cyclists/vehicles together, which creates a safety issue. Generally speed is not an issue in the area. Occasionally you will get a hoon, but lowering speed limits will not affect these people as they are going to break the law irrespective of what the speed limit is. Speed limits should remain unaltered. Walking on the side of the road can be problematic due to no shoulder or safe walking zone.

At some times during peak hour, school drop off/pick up or if there is an accident on the freeway, we cannot get out of our street onto Tapper Road. The traffic is often backed up from the lights to the first round about at the primary school. Otherwise the traffic from one way and not clear the other way can leave us sitting at the end of the road for quite some time. I also note that the new development of Calleya gets a noise wall from Armadale Road yet the rural properties on the other side (BANJUP) don't get any noise attenuation from the upgrades to the road or increased traffic from developments over the years. Nice, quiet Banjup is now not so nice and quiet.

We need walk/cycle path all the way down Beenyup road for the safety of our children to travel to school

Tapper road needs to be double lane through to Armadale Rd. Vehicles are congested on Tapper rd due to vehicles wanting to go either straight or right on Armadale rd. Vehicles can't turn left onto Armadale rd due to this.

In my opinion the speed limit is regularly exceeded along Liddelow and Coffey roads. Local horse riders and drivers no longer have safe areas to exercise their horses away from fast moving traffic. I live IN Banjup not outside. We have lived here for many years and sadly the area is now regularly used by hoons doing burn outs. Both Peak and non peak periods it is major cut through roads by non residents. High volume of trucks cutting through too.

I clearly understand the reasoning behind engaging Cardno consultants to undertake a Banjup traffic study but in my view you are many years premature. Current road use in the Banjup area is, at present, completely disrupted and abnormal due to the Armadale Road upgrade and will remain that way until the works have been completed. We have lived in Banjup for the last 25+ years. Any study carried out at this point in time would simply be a waste of money. Prior to the current Major arterial works commencing on Armadale Road;

1. I do not believe we had roads in our area that had become "rat runs"
2. Truck traffic was minimal but has increased significantly recently solely due to the current Armadale Rd upgrade. This will disappear.
3. I personally see absolutely no reason to waste money on traffic calming measures. The rumble strips on Gibbs road are a noise problem and should be removed. The occasional radar on Liddelow Rd has more than the desired effect.
4. In all the years we have lived here we rarely see pedestrians or cyclists on any of our roads so I see no need for specific pathways etc.
5. The only safety issues we have is the lack of verge pruning and maintenance by council. Lines of site for traffic on Bartram Rd, Muir Ct, Harper Rd has been an issue for years with scrub growing almost on to the roads with little if any interest by council.

It is my view that the engagement of Cardno traffic consultants for a study on Banjup traffic should be cancelled and the consultant fees put towards normal council upkeep of the existing roads and Verges in our community.

Liddelow Road is an accident waiting to happen and like it always happens nothing will be done or controlled until somebody is hurt or killed. As i regularly walk with my family & dogs around the suburb. The amount of traffic moving around and at sometimes stupid speeds is the first issue, over taking lines of cars then finding someone has there indicator on to turn right or left off Liddelow rd they then screech to a halt in the face of oncoming traffic to then squeeze back into the line of traffic moving in the same direction this has happened to myself and my wife on many occasions to which you are then verbally abused, for making the turn at appropriate controlled speeds
The speed limit on Liddelow should be dropped to max 70kph if not less, with possible slow down islands regularly placed along the road, along with pavements for pedestrians to walk or cycle on.
Another issue with Liddelow is the amount of rubbish at the road verge along with dry dead grass which is another issue its self and the constant issues with lunatics carrying out burnouts, along with 4x4's



cutting the corner of harper road east and Liddelow south cutting the vegetation away with large deep ruts along with making a bloody mess, surely this can be fixed with a piece armco around the corner on Liddelow and Harper
Another issue is the lack of speed limit signs on Gibbs rd east or west along with harper east or west also these roads have to be surely made 50kph as with all areas with the possible chance of children entering the road, the lack of speed limit signs apply to the majority of the roads which run off Liddelow Rd.

I would like to see a dual use path the length of Liddelow Road for pedestrians and bicycles. Even at the 80km speed limit (not to mention vehicles speeding) it is very dangerous to walk or ride along this road for children and adults. Plus, I would like to see more security presence or security monitoring of our streets to catch the local hoons who do burnouts.

Beenyup Road is used excessively for "rat running" particularly during peak periods. There is also a significant amount of "hoon" activity and speeding along the road, and the concern this causes is exacerbated by the lack of footpaths along the road between Gibbs Road and Rowley Road making walking or using bicycles very dangerous

There are no established speed signs on Gibbs road between Beenyup road and Taylor roads. Mains roads when contacted about this confirmed that Gibbs road was a default road and the speed limit is 110 kms per hour that's the state limit which for a closed rural community encroaching on a built-up area of suburbs. The understanding of automatically 50 kms when unsigned does not apply due to the distances between properties being more than 100 metres disqualifies this calculation.
Private school buses stop on Gibbs road to pick up and drop of students during peak hour times which i believe is an accident waiting to happen there needs to be a designated bus siding like the one near the reserve on Gibbs road not near the roundabout. Slow points would deter hoons Banjup seems to be no man's when it comes to policing 24-7.
I commute to work through Banjup.

Liddelow Road is an accident waiting to happen and like it always happens nothing will be done or controlled until somebody is injured or killed as i regularly walk with my family & dogs around the suburb. The amount of traffic moving around and on Liddelow at sometimes stupid speeds is the first issue, over taking lines of cars then finding someone has there indicator on to turn right or left off Liddelow rd they then screech to a halt in the face of oncoming traffic to then squeeze back into the line of traffic moving in the same direction this has happened to myself and my wife on many occasions to which you are then verbally abused, for making the turn at appropriate controlled speeds. Some of the speeds are also in access of 100kph which includes cars and motorcycle alike.
The speed limit on Liddelow should be dropped to max 70kph if not less, with possible slow down islands regularly placed along the road, along with pavements for pedestrians to walk or cycle on. Another issue with Liddelow is the amount of rubbish at the road verge along with dry dead grass which is another issue itself and the constant issues with lunatics carrying out burnouts, along with 4x4's cutting the corner of harper road east and Liddelow south cutting large deep ruts, damaging vegetation & generally making a constant mess, surely this can be fixed with a piece armco around the corner of Liddelow and Harper. Another issue is the lack of speed limit signs on Gibbs rd east or west along with harper east or west, also surely these roads have to be made 50kph as with all areas with the possible chance of children entering the road. The lack of speed limit signs applies to the majority of the roads which run off Liddelow Rd.

As a West Yorkshire metropolitan police motorcycle officer in my previous life, I do have a very good and real idea of speeds and stopping distances along with shocking driving ability of the drivers using Liddelow Rd and it is not going to be long before somebody is seriously injured, let's not let it happen.

Please take this issues into consideration, as the traffic is getting worse and is going to create further issues in the future with the amount for housing and suburbs popping up down the freeway even now as far as the other side of Anketell rd which everybody uses rather than Liddelow for access as the dual carriage way (freeway) is utterly and totally useless for getting anywhere.

Google maps sends cars down Liddelow- are these apps considered in road planning. I was at Gateway Shopping Centre wanting to go to Serpentine- google maps sent me down my own road (Liddelow) Frustrating! When traffic excess exists. Last traffic count was down after roadworks at Armadale/Liddelow had commenced and limited access to Liddelow and Armadale intersection had already affected road traffic conditions- not a true representation of what had been happening prior to

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roadworks commencing. No safe way for children to access train station or Cockburn Central shops ie fast food. Children cross Armadale road on mass - I add to traffic congestion as I drive my children to train station rather than let them ride bicycles. Excess rubbish discarded from extra motorists in rural setting with livestock. Rat run frustrations

The main concern is the massive increase in the volume of traffic as Wandri becomes more populated and people are using Liddelow road. in the last few years it has become so busy and people speed and have no consideration for anyone. cars overtake at speed. twice i have come out of my street turning left into Liddelow and have had cars on the wrong side of the road approaching (as they are passing cars doing the speed limit). As for hoons speeding and doing burn-outs - that's out of control too.

I currently live in Aubin Grove, but in the process of building and moving to Banjup. The biggest risk area I have a concern with is the section of Gæbler Road between Hansen Ct and Beenjup Road. This road gets a lot of traffic given shared by Aubin Grove and Banjup residents, but in this area often has speeding drivers, has very poor lighting at night, and too narrow. Often cars are driving in the middle of the road given no white dashed lane markings, and this is very risky at night time when ongoing traffic is racing at you in the dark on a narrow road!

Liddelow Rd will be used as a Rat Run for people to avoid Armadale Rd onto the Freeway South

I would love for my boys to cycle to the train station but won't allow them to because I think it is a huge safety risk because of the amount of traffic on Liddelow, Coffey Rd and Rowley Road and especially because of the high speed many vehicles go along these roads. I would if there was a cyclist/pedestrian path like the one on Beenyup Road (between Tapper and Gibbs Road) then this would be fantastic. I also don't go for walks in the area around my home because there is no safety measures for pedestrians along these roads. Also, Coffey Road is too narrow. It seems when passing cars/larger vehicles in the opposite direction there is a need to slow down because of the width of the road feeling insufficient to pass safely without being overly cautious.

Thanks for the opportunity to provide comment. We have only recently moved into the area but have been travelling through Banjup for 30 years and the increase in traffic along Beenyup Road and Liddelow Road in the past few months is noticeably significant. I feel that due to the increase in traffic and speeding cars these roads feel unsafe, especially when trying to enter from the side roads. As a mother of a teenager who's learning to drive along these roads we have already encountered cars travelling way too fast on these roads.

Have noticed that cars on Liddelow rd whizz around the corner towards Murdoch drive and don't reduce speed. Sooo many trucks, it was a nightmare when it was restricted to one lane in the early stages of building roundabout. Trucks wanted to turn right onto Armadale Rd and held up traffic past Murdoch way. Glad for the roundabout as was hard to enter Armadale Rd from Liddelow.

The survey will be a waste of time and money since half of the roundabout is closed on Armadale road and Liddelow Rd. The survey should be completed when the upgrade to Armadale Road is complete.

Definitely traffic narrowing or restriction devices at both ends of Liddelow as well as Gibbs Road. Beenyup should also be considered. Nearby houses must be considered as part of location of this road narrowing. A roundabout has been installed at the junction of Gibbs and Liddelow. Road narrowing needs to be considered to all approaches into this roundabout.

I believe recently (a few years or so ago) a cyclist was killed close-by on Liddelow. He was an elderly gentleman that lived around the corner on Boronia. Our neighbourhood is mostly a quiet place to live, a wonderful place to go for a walk or ride your bike in the peace and quiet of the trees and bush... not being hit and killed doing this.

I use Banjup roads to drive to sport or recreation



<p>We have recently moved from Atwell and I would like for my children to cycle to the Aubin Grove train station but I find of late that the local traffic has made this option not possible. I won't allow them to cycle as there is no dedicated cycle/footpath, and the major intersections are not safe for them to ride along or cross over. Liddelow Rd has become very busy with vehicles both large and small even though at the moment you can only turn left into Liddelow from Armadale Rd and can only turn left at Armadale from Liddelow road. Coffey Rd can't be used as an alternative as it is too narrow and too many vehicles use this rd as a shortcut.</p> <p>The intersection of Beenyup Rd and Gibbs rd is a nightmare due to the increased traffic load also although so called calming devices are already in place. Rowley Road has too many vehicles speeding.</p> <p>Having dedicated paths for walking/cycling would be a great addition in conjunction with traffic calming devices that actually work. Our family is very active and find ourselves not going for walks and bike rides around our neighbourhood due to the increase of traffic and the risk of not being seen, basically an accident waiting to happen.</p> <p>Thanks for the opportunity to provide comment. We have only recently moved into the area from Atwell and lived in the area for the last 25yrs, but have been travelling through Banjup for 30 years. The increase in traffic along Beenyup Road and Liddelow Road in the past few months is noticeably significant. I feel that due to the increase in traffic and speeding cars these roads have now become unsafe, especially when trying to enter from the side roads, as Oxley Rd. My teenage boy (and another one starting soon) is learning to drive at the moment and he is sometimes finding difficult to enter Liddelow Rd from our street due to vehicles speeding.</p>
<p>Reduce the speed limit, install measures to divert trucks away from the area</p>
<p>I have travelled along some of the Banjup and consider them a bit dangerous particularly at peak times. There is need for some sort of solution</p>
<p>Liddelow road near Armadale Rd is a dangerous stretch of road. there are now two fast bends in it and cars come past too fast. Seems narrower now. I have had two vehicles roll over onto my property and other vehicles have damaged my and neighbours fences in the past. only matter of time till a head on collision occurs. Now there is a large roundabout on Armadale/Liddelow cars will be exiting that road at near max posted speed immediately. Made even worse now by removing shoulders so pedestrian access worse. seems to be no provision for cyclists going north on Liddelow heading to train station. Why is there no dual use path on south side of Armadale Rd in Banjup? All other suburbs do, why is Banjup different? Corner of Solomon and Liddelow very bad. should be an official blackspot.</p>
<p>My family has been living in Banjup for five years and the traffic conditions have been increasing constantly with the increased population growth and traffic congestion in the area.</p>

Banjup LATM Study



Banjup LATM Study

APPENDIX
E
COMMENTS ON SECOND STAGE OF
CONSULTATION





Bike Path/Pedestrian path for Liddelow Road	Its potentially worth considering however generally not provided in rural type environments
Roundabout required to 4-way Rowley/Liddelow and De Haer, don't stop Right Turn as Locals need this access.	Discussed within the Report
Speed zone review and signage very important.	Listed as an action
Excellent Ideas for FWP priorities - Liddelow Road, Rowley road and Gibbs road.	Agreed
Reduce Speeds- Coffey Road 60km, Liddelow Road 70km, Beenyup Rd 70km.	Speed limit review has been proposed
Install temporary measures and analyse results.	Discussed within the Report
Carry out traffic control on major roads to give current indication of how many vehicles are using these roads daily.	City should ensure that update counts are undertaken
Change/reduce speed limits on main roads (Liddelow Road and Beenyup road to be 70km) smaller off roads 60km.	Speed limit review should address that
More Sign posts	Noted, signs and line markings review were suggested
Remove 80 speed sign north of slow points Gibbs+Beenyup.	Agreed
Construct roundabout at Tapper and Gibbs Road	Outside the 'Study Area'
Straighten road between Gibbs West and Gibbs Road East.	Roundabout has been proposed for this location.
Suggest to close Liddelow Road half way down. Not in favor of pinch points outside my place.	Addressed in the Report
Not in favor of slow points due to traffic noise (slowing/speeding up) would welcome Liddelow Road traffic stop at Bartram.	Addressed in the Report
Suggestion of closing Liddelow Road at Gibbs road.	Addressed in the Report
Delete Gibbs/Liddelow Road intersection cut Liddelow in half. North and South.	Addressed in the Report
This option will delete all slow points and modified T intersections.	Addressed in the Report
Wandi residents don't need to access Liddelow Road to go north, they can use freeway.	Addressed in the Report
Perhaps close Beenyup Road to Rowley Road too (if Rowley Road is 4 lanes they will want less traffic on and off)	Not supported at this time, suggest that when study area is addressed then monitor what occurs on Beenyup Road.
Consider closing off Liddelow Road at Rowley rd so it is only local traffic. There're no roads parallel from Thomas Road or Russel road. This alleviates the issues at Gibbs and Coffey Road.	Cannot ensure a sign will stop traffic and only allow local traffic.
Reduce volume of traffic will reduce accident rate as does speed reduction.	
We love roundabout for Gibbs and Beenyup Road. Dangerous spot.	Not supported at this time, suggest that when study area is addressed then monitor what occurs on Beenyup Road.
Rumble strips on Gibbs Road probably unnecessary now that roundabout is there.	Agreed, can be removed
If slow point on Beenyup Road has not reduced accidents, why would it work at Murdoch way and Liddelow Road.	Traffic calming is more about reducing severity of crashes than number of crashes.
Consider no right turn from Coffey into Liddelow. No right turns off Liddelow to Coffey.	No Justification
Publish traffic counts for Gibbs Road and Liddelow Road (From Rowley Road)	City
Put speed limit sign on Gibbs Road for 80 km/h	Speed limit review should address that

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I like attempts to slow traffic to stop it being quickest route on Google maps.	No control over this
consider google maps choosing quickest route Liddelow Road.	No control over this
Concerned when Armadale roundabout opens up it will create even more traffic.	Addressed in the report that future studies will need to be considered
Liddelow Road/Harper Road is a dangerous corner	Noted
Solid white line is required on Liddelow Road	Area wide line marking review proposed
clear verge bush, dangerous on Liddelow Road, north of harper road.	Sightline should be assessed and maintenance undertaken as required by LG
Would you consider open closed intersections Bartram/Taylor, Bartram/Tapper	Outside scope of study
White line markings on Gibbs road west	Area wide line marking review proposed
In favor of no right turn at Rowley road	Agreed
was sand road back in 1990's take it back to sand road- Liddelow Road	Ignore
roundabout at Gibbs Road and Tapper Road	Outside the 'Study Area'
roundabout at Gibbs Road and Tapper Road	Outside the 'Study Area'
Don't restrict local movements, re-align Liddelow Road and install a roundabout	Addressed in the Report
Island on Gabbler Road or roundabout. People cutting across on wrong side of road.	Median islands may be a benefit
Rowley Road / Beenyup road - roundabout.	Not supported at this time, suggest that when study area is addressed then monitor what occurs on Beenyup Road.

17. COMMUNITY SERVICES DIVISION ISSUES

17.1 PROPOSED ANIMAL MANAGEMENT AND EXERCISE PLAN 2020-2025

Author(s)	M Emery
Attachments	1. Proposed Animal Management and Exercise Plan ↓

RECOMMENDATION

That Council:

- (1) endorse the Draft Animal Management and Exercise Plan 2020-2025 for the purposes of a public comment period; and
- (2) request that the Final Animal Management and Exercise Plan 2020-2025, together with community and stakeholder feedback received during the public comment period be presented to Council in June 2020.

Background

The City of Cockburn is responsible for administering the *State Dog Act 1976* and the *Cat Act 2011* in regards to dog and cat management and controls within the district. To undertake specific control measures, the aforementioned state legislation allows for the creation of Local Laws for further specific enforcement of owners and control requirements in public.

By providing the City with the authority to act in controlling dogs and cats, there is an expectation to balance community safety with the needs of dogs, cats and their owners.

This should be based on complaints with regards to;

- public amenity for dog owners;
- use of coastal areas by dogs, including affecting local wildlife; and
- the increased public concern of native fauna being killed by uncontrolled feral, and domestic cats

In recent years, the City has experienced a large number of issues and complaints in relation to management of dogs and cats. In particular these include access to on/off lead parks, enclosed dog exercise areas, coastline management and registrations.

In response to these issues, the City has completed an extensive community engagement process to develop the Draft Animal Management and Exercise Plan 2020-2025.

As such, Council is presented with the draft Animal Management and Exercise Plan 2020-2025 to consider endorsing for the purposes of public comment.

Submission

N/A

Report

According to the Royal Society for the Prevention of Cruelty to Animals (RSPCA), 38% of households own a dog and 29% of households own a cat in Australia. It is estimated there were 21,579 dogs and 17,735 cats within the City of Cockburn in 2019. By 2024, the forecast is that there will be 24,296 dogs and 19,968 cats in the local area.

Despite registration being mandatory for dog and cat owners, in 2019 it was estimated that 61% of dogs were registered and 17% of cats were registered in the City of Cockburn. While dog registrations have been growing, cat registrations have been declining in recent years, due to decreased promotion of registration requirements across the state since the creation of the *Cat Act 2011*.

The purpose of the Animal Management Plan 2020-2025 is to guide the City's approach to promoting responsible pet ownership and ensuring facilities are appropriately accessible and equipped to manage the growing population of pets within the City.

The objectives of this plan were heavily influenced by the community consultation workshops undertaken for the creation of this plan. The key community objectives that guide the plan are based around four key areas:

- Encourage responsible dog and cat ownership;
- Provide sufficient, safe spaces for pets, people and wildlife;
- Manage feral cats; and
- Embrace "Smart City" technological initiatives in animal management.

Within the Draft Plan, each of the four key areas is broken down by a mixture of expanding and better promoting existing work undertaken, and proposed future works.

Key new initiatives recommended within the Plan are;

- A proposed traffic light style system to increase community awareness on restrictions which will be easily understood by dog owners;
- Making numerous off-leash areas at reserves when not in use by sporting groups or City maintenance staff;

- Adjusting the coastal zones for both dog access and dog prohibited areas;
- Making recommendation to change the City's Consolidated Local Laws 2000 to allow the City, or Council, to designate Cat Control Zones to the extent allowable under the State's *Cat Act 2011*;
- Propose (subject to further specific community consultation) two new enclosed dog parks at Macfaull Park, Spearwood and Radonich Park, Beeliar; and
- Promote the use of technology to manage dog activity in prohibited areas.

Given the large amount of community involvement to date, it is recommended that, should Council be supportive of the Draft Plan, a further period of public comment be completed in order to check that the plan has addressed the community's areas of priority.

Strategic Plans/Policy Implications

Community, Lifestyle and Security

Provide safe places and activities for residents and visitors to relax and socialise.

Economic, Social and Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Budget/Financial Implications

The overall cost to implement the outcomes of the proposed Animal Management and Exercise Plan 2020–2025 is estimated at approximately \$630k, however, approximately \$200k of the plan's budget is already incorporated in existing operating budgets approved by Council.

The major budget items included in the plan's actions is to develop two new enclosed dog parks which equates to \$180k for the two. However these items will still be subject to further investigation and community engagement.

Legal Implications

The creation of dog off-leash areas will require an absolute majority of Council to enact changes should the plan include these after the final community consultation.

This will be considered at the time when the final report is presented to Council after the public comment period.

Community Consultation

As part of the overall development of the Draft Animal Management and Exercise Plan 2020–2025, a comprehensive community engagement process was conducted by the City’s officers with the assistance of an external consultant (Catalyse).

The engagement process has included two stages. The first stage was to hold four workshops with a focus group of dog owners, cat owners and non-animal owners. The workshops provided the basis to identify the priority issues and the development of a brief to engage an external consultant to complete further in depth consultation.

The engagement process by the external consultant included:

- An online survey through the City of Cockburn “Comment on Cockburn” portal;
- Internal staff workshops;
- Community workshop;
- Meeting with other local governments; and
- Research of trends on dog and cat management nationally and internationally.

In addition to general promotion of the survey, invitations were sent to 2,000 randomly selected households (1,000 by mail and 1,000 by email). 373 residents subsequently completed the survey.

The City assisted the survey with supporting promotions through its communication channels and respondents who had previously chosen to opt in to participate in research for the City were also invited to participate. A further 226 respondents participated bringing the total to 599 respondents.

Risk Management Implications

If Council decide to not endorse the proposed Animal Management and Exercise Plan 2020-2025 for further public comment, there is a potential “Moderate” level of associated reputational risk and the community may not be satisfied with the outcomes outlined within the plan.

Advice to Proponent(s)/Submitters

N/A

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

Nil



City of Cockburn Animal Management and Exercise Plan 2020



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Executive Summary

The City understands that pets are an important part of people's lives and contribute to enhanced wellbeing. Australia has one of the highest rates of animal ownership in the world, with 67% of households owning a dog or cat. Without proper management, previously domesticated animals such as cats, can destroy the native environment and without proper control, dogs can become a nuisance and dangerous to the public.

Effectively managing the threats posed by pet species requires commitment and a coordinated effort, and action from a range of key stakeholders

Due to increasing development, population growth and animal friendly facilities, the City of Cockburn is committed to educating the community and visitors about their obligations as responsible pet owners, so that animals and the community can coexist harmoniously.

Responsible pet ownership involves more than caring for the health, welfare and safety of one's cat or dog. Animal owners are socially and legally responsible for managing their pet in such a way that ensures their animal is compliant with all relevant laws, is well behaved and does not create a nuisance, whether in terms of an impact on the community or the environment.

This Plan includes strategic objectives, guiding principles and priority outcomes to direct the coordination of animal management for the City of Cockburn

Introduction

The purpose of the Animal Management Plan 2020-2025 is to guide the City’s approach to promoting responsible pet ownership and ensuring facilities are appropriately accessible and equipped to manage the growing population of pets within the City.

Furthermore, the plan identifies opportunities to assist dog and cat owners understand their responsibilities while informing the general community about the City’s role and future priorities. The plan also recommends key changes to simplify the dog on-leash vs. off leash areas within City Reserves, Parks and the Coastline.

Aims and Objectives

The aim of this Plan is to support the City of Cockburn to achieve its vision to be the best place to be. Ensuring responsible pet ownership and thoughtful and sustainable animal management will help the City of Cockburn to become the best place to be for dogs and cats.

The objectives of this plan are:

1. Encourage responsible dog and cat ownership;
2. Provide sufficient, safe spaces for pets, people and wildlife;
3. Manage feral cats; and
4. Embrace Smart City initiatives in animal management.

Links to the Strategic Community Plan 2016 – 2026

The Animal Management Plan supports the following key objectives in the Strategic Community Plan 2016 – 2026:

Community, Lifestyle and Security	3.3 Provide safe places and activities for residents and visitors to relax and socialise
Economic, Social and Environmental Responsibility	4.3 Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health

Legislation and Animal Management

Administering animal management within Western Australia is set out in applicable legislation, predominantly the Dog Act 1976 and Cat Act 2011, and City of Cockburn Consolidated Local Law. This legislation authorises the City to enforce compliance, and respond to or act on animal complaints and incidents in a manner that is consistent with the powers as granted in Legislation. This Legislation also directs Council to collect revenue through fee-based services such as animal registration and impounding.

Dog Owners must meet the following legal requirements;

- 1) Abide by the *Dog Act 1976* and City of Cockburn (Local Government Act) Local Laws 2000;
- 2) Ensure their dog has a microchip and current registration from three months of age and that it wears a collar with a registration tag at all times;
- 3) Prevent their dog from causing harm, intimidation and nuisance to children and adults, other animals, wildlife, the environment and property;
- 4) Keep their dog on-leash at all times in public places, unless posted signs indicate otherwise. Do not allow their dog to enter areas signed as 'dogs prohibited' and keep their dog under control in designated off-leash areas;
- 5) Pick up and correctly dispose of all waste;
- 6) Observe special conditions for owning a greyhound or a restricted breed dog;
- 7) Do not keep more than two dogs on their property; and
- 8) Ensure their dog is securely confined within their property.

Cat Owners must meet the following legal requirements;

- 1) Abide by the *Cat Act 2011* and City of Cockburn (Local Government Act) Local Laws 2000;
- 2) Ensure their cat has a microchip, is sterilized (desexed) and has current registration from six months of age;
- 3) Ensure their cat wears a collar with its registration tag at all times in public places; and
- 4) Do not keep more than three cats on their property.

Context of Animal Owners within the City of Cockburn

According to the RSPCA, 38% of households own a dog and 29% of households own a cat in Australia. On average, dog owners own 1.3 dogs and cat owners own 1.4 cats. It is

estimated there were 21,579 dogs and 17,735 cats within the City of Cockburn in 2019. By 2024, its forecast there will be 24,296 dogs and 19,968 cats in the local area.

Legislation requires that all dogs over three months and all cats over six months must be registered and microchipped (*Dog Act 1976; Cat Act 2011*), and cats must also be sterilised. Analysing current registrations versus the above statistics show many dogs and cats are not registered, microchipped or sterilised. In 2019, it was estimated that 61% of dogs were registered and 17% of cats were registered in the City of Cockburn. While dog registrations have been growing, cat registrations have been declining.

		2017	2018	2019	Trend
	Estimated number of dogs	20,575	21,087	21,579	↑
	Registered dogs	11,986	12,467	13,159	↑
	Estimated % of dogs registered	58%	59%	61%	↑
	Estimated number of cats	16,909	17,331	17,735	↑
	Registered cats	4310	3,905	3,088	↓
	Estimated % of cats registered	25%	23%	17%	↓

There is a need to reverse the downward trend in cat registrations and accelerate growth in dog registrations. In accordance with legislation, the City is aiming for all dogs and cats to be registered.

Community and Stakeholder Consultation

Beginning in 2019 the City’s Officers undertook extensive community consultation with members of the community, both animal owning and non-owning residents, key stakeholders groups and local government authorities across Australia. The consultation’s objective was to understand the level of community need for services and improve the accessibility and compliance of dogs within public open spaces.

Further complementing the series of community workshops, an external consultant was also engaged to oversee an online survey and dedicated workshop to finalise the community’s views on proposed recommendations within this Plan. Views of more than 600 local residents and City of Cockburn employees were gathered. The engagement program included:

- a postal and online survey and a community workshop with a representative sample

- of dog owners and non-dog owners from across the City;
- in-depth interviews with opinion leaders;
- meetings and workshops with internal stakeholders in animal management, parks and reserves, safety and community engagement employed by the City of Cockburn; and
- social media engagement via the City’s Facebook page and online engagement portal.

A complete report of these findings is attached as Appendix 1 to this Plan.

The key themes which arose from the Community Engagement Process were:



Key Strategic Objectives

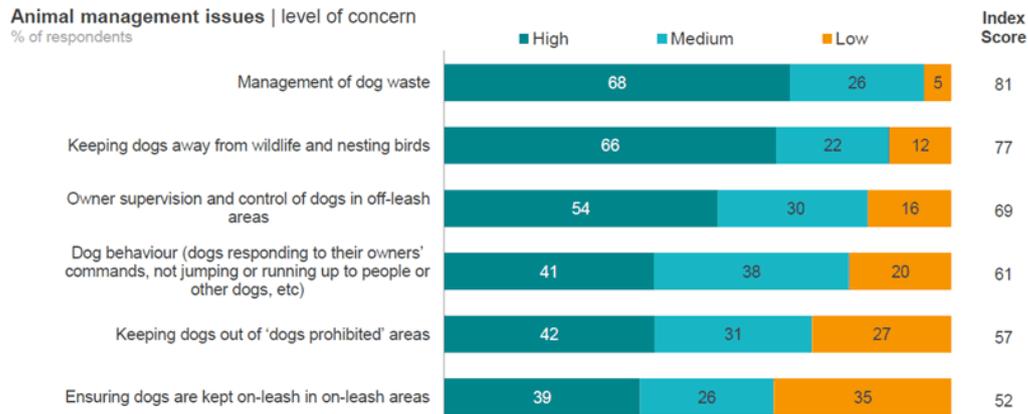
Objective 1 - Encourage responsible dog and cat ownership

Dog owners and non-dog owners have different needs, values and expectations. There are conflicting demands across the community between, people who are comfortable with dogs vs those who are not, dogs vs children, dogs vs sport, dogs vs dogs and dogs vs wildlife. As the population grows, the potential for conflict is likely to rise.

To enable people, pets and wildlife to coexist, there is a need for greater promotion of responsible pet ownership guidelines, participation in dog obedience training and stronger enforcement to encourage responsible behaviour.

The main community concerns are:

- **Management of dog waste** – one of the top concerns (81 points within the online community survey) across the community with similar levels of concern among dog owners and non-dog owners. The City's effectiveness score was only 45 out of 100.
- **Keeping dogs out of 'dogs prohibited' areas** - A higher concern for non-dog owners (84 points) versus dog owners (50 points).
- **Owner supervision and control of dogs in off-lead areas** - A higher concern for non-dog owners (82 points) versus dog owners (66 points).
- **Ensuring dogs are kept on-lead in on-lead areas** - A higher concern for non-dog owners (78 points) versus dog owners (45 points).
- **Dog behaviour** - dogs responding to their owners' commands, not jumping or running up to people or other dogs, etc. A higher concern for non-dog owners (82 points) versus dog owners (55 points).



With the exception of managing dog waste, non-dog owners express greater concern than dog owners for responsible dog ownership indicators.

To encourage more responsible pet ownership, there is a need to:

- **Improve communication of responsible pet ownership guidelines** – only 45% of respondents feel there is sufficient information provided on the guidelines for responsible pet ownership. The City will actively promote the best practice guidelines developed within Appendix 2 of this Plan.
- **Improve promotion of dog obedience training** – while 71% of dog owners say they have taken their dog to obedience training, only 23% of dog owners and 17% of non-dog owners feel there is sufficient promotion and provision of dog obedience training.
- **Strengthen community knowledge and understanding about animal behaviour** – consider partnering with an animal behaviour academic, to educate pet owners and non-pet owners about how to engage and interact safely with dogs and cats.
- **Improve signage** – 23% of respondents feel there is insufficient signage to indicate where dogs are permitted on and off lead.

A traffic light system of signage has been developed as a result of these findings. The roll out of this system will be completed at all prominent Reserves and dog friendly locations.

	<p>Dog Prohibited area, dogs are not allowed within the area either on or off leash. Registered assistance dogs are exempted.</p>
	<p>Dog on leash area. Dogs allowed within the area, but must be on leash. Unless within an enclosed dog park.</p>
	<p>Dog off leash area. Dogs may be off-leash within the area, but effective control by the owner is still required. Dogs must be held by a leash;</p> <ul style="list-style-type: none"> • designated sporting field are in use; • city's officers are using power tools or mowing; or • at the direction of a City Officer.

Mobile signage will also be further investigated and implemented to highlight key patrol areas for the City's Rangers as part of their proactive enforcement patrols.

Signs providing dog etiquette advice and tips are also recommended at dog exercise areas to educate dog owners and non-owners.

- **Strengthen enforcement** – 93% of non-dog owners and 72% of dog owners would like stronger action taken against dog owners who do not follow responsible dog ownership rules and regulations. The plan recommends increase technological efficiencies within the Ranger's Community Safety Service unit and provides resources within a structure change to ensure Rangers can be tasked with proactive patrols of dog exercise areas and the coastal areas.

Objective 2 - Provide sufficient, safe spaces for pets, people and wildlife

Within the City there a myriad of areas where dogs can exercise and owners can socialise. The needs of dogs, dog owners and non-dog owners vary greatly, for this the City caters for different needs with a mix of dogs prohibited parks, reserves and beaches, dogs on leash parks, reserves and beaches, and dogs off leash exercise areas, including five fenced dog exercise parks, at;

- Jan Hammond, Success
- Calleya ,Treeby;
- Glen Iris, Jandakot
- Baler Court, Hammond Park; and
- Briggs Street South Lake.

As part of the Plan's community consultation, there have been strong and varied views on the appropriateness of some of these areas, but also a 'red tape' approach to allowing responsible owners to walk and exercise their dogs.

The Plan has broken this objective into key areas;

- Dogs access along the coastline
- Off-leash areas within Reserves; and
- Enclosed Dog Parks.

Dogs access along the coastline

Coastline Usage:

Community feedback has shown a strong desire to maintain dog access to the City's coastal areas and beaches. The community survey showed CY O'Connor Beach is the most popular beach to visit with a dog (56%), followed by Jervois Bay Dog Beach (40%), North Coogee Dog Beach (36%) and Woodman Point (20%). Although dogs are prohibited on Coogee Beach, 15% of dog owners have visited this beach with a dog in the past 12 months.

42% of non-dog owners are unhappy with designated zones along the coast. They would like dog owners to be more responsible for their pets and for greater Ranger enforcement of on-leash requirements. The practicality of constant enforcement within the area is difficult and likely require significantly more human resources to maintain a strong enforcement capability along the coast, especially in the summer months.

Environmental Impacts:

Further research has shown that dogs on a leash often have the same environment impact on sea nesting birds, as those who are not on a leash. The Department of Biodiversity, Conservation and Attractions and members of the community are concerned about the impact of dogs on Fairy Terns. Fairy Terns, known to nest at Woodman Point, are listed as vulnerable under both state and federal legislation and are a protected species. In Western Australia, predation from domestic and feral animals such as dogs and foxes has reduced population numbers and breeding success.

The general community has high concern for keeping dogs away from wildlife and nesting birds. The level of concern was 85 points among non-dog owners and 75 among dog owners. The City achieved an effectiveness rating of 50 points among dog owners and 25 points among non-dog owners with current efforts to keep dogs away from wildlife and nesting birds.

Community Awareness:

There is relatively low community awareness of designated dog exercise zones along Cockburn’s coast. Only 59% of dog owners and 68% of non-dog owners were aware of the zones when shown an image (Image 1) of where they can take their dog.



Image 1 - Public Promotion Image

Based on feedback from the community and taking this into consideration, the Plan recommends changes to the coastal areas. The proposed changes highlighted within

Appendix 3 of this Plan, provide access for dog owners, protections to limit environmental damage and simplify the dog on-leash, off-leash and prohibited areas.

Off-leash areas within Reserves

Only 39% of respondents to the community surveyed were happy with the availability and mix of on-leash, off-leash, fenced and dogs prohibited areas. 68% of non-dog owners think dogs should be on leash at all times in public places, while only 29% of dog owners feel the same way.

Residents are fortunate to have a number of large and well maintained Reserves throughout the City, for the most part these reserves currently require owners to have their dogs on a leash. Community feedback has shown that seems to be over-restrictive, especially when most Reserves are not heavily utilised at times most take their dogs for a walk.

Of those surveyed, 73% of dog owners think dogs should be allowed off-leash when ovals are not in use for organised sport vs only 25% of non-dog owners. The main concern amongst dog and non-dog owners alike was the removal of dog waste. Upon review of current complaints in Reserves where dogs are allowed to be off-leash, there does not appear to show any trends where there is more dog waste left by owners.

To meet the growing community's need to change regulation's relating to where and when dogs can be off-leash this Plan proposes the following using the traffic light style of signage recommended within (page 9) of this report. The Reserves designation has complied and attached as Appendix 3 to this Plan.

As part of a change management process, the Plan recommends an initial trial of this system at Success Reserve and Beale Park. Based on a successful trial evaluation, further rollout will continue as per Appendix 3 of this Plan.

Enclosed Dog Parks

Enclosed dog parks are on-trend with an increasing number of Local Governments opening new parks. In addition to parks with separate areas for smaller dogs and larger dogs, most enclosures include agility equipment and water fountains.

Although dog exercise parks are growing in popularity, there are recognised challenges with enclosed dog parks, mainly the cost of maintenance (requiring approximately \$50,000 replacement turf every 18 months) and a lack of supervision by owners. In the South Australia Dog and Cat Management Board's *Unleashed: A Guide to Successful Dog*

Parks, long, linear enclosed dog exercise areas are recommended to encourage owners to walk or run alongside their dog to maintain supervision. Other concerns with dog exercise areas include:

- ease of access to facilities - walking distance from home
- poorly designed areas, lack of shade and fencing inappropriate to contain smaller dogs
- a view that fenced areas give dog owners a false sense of security and cause some to pay less attention to the whereabouts of their dog
- need for better equipment, more stimulating plants etc. at parks
- lack of maintenance - grass, gates and dog waste bag dispensers

The following assessment criteria is recommended to evaluate where to place enclosed dog exercise areas.

Enclosed Dog Exercise Areas Assessment Criteria	
Dog Owner Ratio	<ul style="list-style-type: none"> • A dog park should be considered where there is approximately 3,000 dogs within 5km of a park
Demographics	<ul style="list-style-type: none"> • population size, profile, housing density • Number of dog registrations, dog profile (age, type, etc)
Current situation	<ul style="list-style-type: none"> • current access to off-leash areas, walking / driving distance • current usage, satisfaction
Community needs	<ul style="list-style-type: none"> • level of demand, user profile, expected frequency of use
Appropriateness of location	<ul style="list-style-type: none"> • Size of area - min 1.5 ha • Land ownership - owned or vested to the City of Cockburn • Site features – drainage, some natural vegetation and topography, shade, natural barriers / fencing, waste disposal options and access to water source for fountains • Environmental / biodiversity impacts • Accessibility – within walking distance of residential areas (within 100 metres of the site), accessible by road, footpaths or trails, and adequate parking provisions • Safety - not isolated, able to be monitored, and good lighting • Proximity to complimentary activities – for casual surveillance and shared infrastructure and shared costs (parking, lighting, toilets, general waste bins, water, etc)
Costs	<ul style="list-style-type: none"> • Cost of establishment and maintenance

18% of dog owners feel there are sufficient fenced dog exercise areas; lower among owners of large dogs (15%) versus small dogs (23%). Most would prefer separate fenced exercise areas for big dogs and smaller, timid dogs. Based on these findings, the Plan recommends upon review using the above guidelines, in a two pronged approach;

1. Construct two new enclosed dog parks within the City (Appendix 4); and
2. Improve the sensory and education material within existing parks.

Objective 3 - Manage feral cats

Feral cats are the same species as domestic cats, however, they live and reproduce in the wild with minimal or no reliance on humans. They are predominantly solitary and nocturnal, spending most of the day in the safety of a shelter such as a rabbit burrow, log or rock pile. They are carnivores, surviving by scavenging or hunting for small mammals, birds, reptiles, amphibians, fish and insects. They can carry infectious diseases which can be transmitted to native animals, domestic livestock and humans.

Feral cats threaten the survival of over 100 native species in Australia. They have caused the extinction of some ground-dwelling birds and small to medium-sized mammals. They are a major cause of decline for many land-based endangered animals such as the bilby, bandicoot, bettong and numbat.

The impact of feral cats is exacerbated by free roaming domesticated cats many of which frequent conservation areas. Many native animals are struggling to survive so reducing the number killed by feral and free roaming domesticated cats will assist their populations to grow.

Management Controls

Effective management of cats within and adjoining conservation reserves requires intensive owner education programs as well as significant and prolonged mitigation controls such as systematic trapping. Trapping cats is the only way of effectively reducing the ongoing threat to native wildlife within the City's conservation reserves.

The Plan recommends changes to the City's Local Law allowing for the provision of future cat exclusion zones. Specific zones have not been identified as part of this Plan, however, upon research there does appear to be a growing need to ensure this provision is contained within the City's Local Law.

Community Based Trapping

Community based trapping is an effective tool to trap and re-home stray cats and reduce the impact of cats in Conversation Reserves. It has been trialed and adopted by leading Local Governments in Australia and the City of Cockburn already.

The City's Animal Management Facility has the capacity to house captured cats for the duration required by the Cat Act 2011, but as the program develops and gain wider community interest, the need for additional cat pens may be required.

Conservation Reserve Trapping

The need for a comprehensive cat trapping program for the City's reserves is increasing. The population of feral cats is increasing, to the detriment of the native fauna and ecological function. To effectively control the unprecedented growth in the cat population, the City will need to engage additional contractors or a Ranger traineeship to undertake cat control in conservation areas.

Identifying trapping locations is fluid and requires ongoing changes to meet the needs of the growing cat population. The areas to be targeted would be based on information provided by the City's environmental services unit residents' complaints and cat tracking research which is soon to be undertaken by Murdoch University.

Objective 4 - Embrace Smart City initiatives in animal management

Currently, the City's Rangers are leading the way in the use of digital technology with the application of mobile body security cameras and other new technology. Future potential applications of digital innovations include:

- Improved data collection and database management of dog and cat owners;
- Digital registrations and automatic renewals;
- Targeted communication with pet owners;
- Reuniting or rehoming lost and unwanted animals;
- Dealing with barking dog issues via digital sound monitors;
- Accessing pet registration data in a mobile environment; and
- Remotely monitoring dog bag dispensers.

With the emergence of technology and strong community support shown for the City to continue to use technology to innovate, the following concepts have been developed;

Objective 1 - Encourage responsible dog and cat ownership

- Provide subsidised microchipping to dogs and cats
- Install geo-fenced areas with RFID readers to tag dogs entering into dog prohibited areas
- Improve the Ranger's ability to integrate internal data about previous dog offence history
- Provide dog registration kiosk's at dog friendly community events and dog exercise areas

Objective 2 - Provide sufficient, safe spaces for pets, people and wildlife

- Install CCTV cameras and analytics programmes to monitor the usage of fenced dog parks
- Provide solar powered sensor lights for dog owners wishing to use fenced dog parks after hours
- Install outdoor dog wash stations within dog parks and CY- O'Connor Beach
- Explore the use of waste collection remote vehicles

Objective 3 - Manage feral cats

- Install smart trapping and cat baiting devices within Conservation Reserves

Objective 1: Encourage responsible dog and cat ownership

Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
1.1 Develop a marketing plan to encourage owners to register, microchip and sterilize their pets. This would include consideration of pricing, digital payment options, database management, target audience, key messages, communication channels, etc.	Corporate Communications	Operational	Existing operational budget	2020-21 \$10k 2023-24 \$10k	Q4 – 2020 and Q4 - 2023	Increased number of cats and dogs registered, microchipped and sterilised
1.2 Increase dog and cat registration checks in parks, reserves and beaches and home audits, targeting suburbs with low registration levels.	Rangers and Community Safety	Operational	Additional budget required	\$10k annually (\$50k for the life of the plan)	Annually	
1.3 Investigate opportunities to partner with local animal shelters and veterinary services to promote and provide reduced fee desexing programme.	Rangers and Community Safety	Operational	Additional budget required	2020-25 \$10k annually (\$40k for the life of the plan)	Q3 - 2021	
1.4 Partner with Animal Behavioural Specialists to develop and administer an educational campaign	Rangers and Community Safety	Operational	Existing operational budget	\$10k annually (\$50k for the life of the plan)	Q4 -2020	

	Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
1.5	Review and improve access to dog waste stations (bags and bins).	Waste Services	Operational	Additional budget required	2021-22 \$30k	Q3 -2021	Reduction in waste
1.6	Review and simplify Local Laws relating to Animal Management to follow global best practice	Rangers and Community Safety	Operational	Existing operational budget	2021-22 \$5k	Q3 -2021	Changes to Consolidated Local Law
1.7	Increase Proactive Ranger Patrols along the coastline areas and Reserves during summer.	Rangers and Community Safety	Operational	Existing operational budget	\$15k annually (\$75k for the life of the plan)	Q4 – Yearly	Number of successfully breaches identified
1.8	Proactive Animal registrations Officer to proactively follow up on dogs transfer and registered by microchips within the City of Cockburn	Rangers and Community Safety	Operational	Additional budget required	\$10k annually (\$50k for the life of the plan)	Yearly	Number of successfully breaches identified

Objective 2: Provide sufficient, safe spaces for pets, people and wildlife

Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
2.1 Review existing enclosed dog exercise areas, and improve fencing, shade, provision of sensory plants, agility equipment, waste disposal, drinking water stations,	Rangers and Community Safety	Operational	Additional budget required	2020-21 \$20k	Q4 -2020	Improved community perceptions: happy with the availability and mix of on-leash, off-leash, fenced and dogs prohibited areas
2.2 Implement a traffic light style dog designated areas	Rangers and Community Safety	Operational	Additional budget required	2020-21 \$45k 2024-25 \$3k (\$48k for the life of the plan)	Q3/Q4 - 2020	
2.3 Implement the new dog on/ off leash areas defined within this Plan	Rangers and Community Safety	Capital Works	Additional budget required	2022-23 \$40k 2023-24 \$40k (\$80k for the life of the plan)	2022 and 2023	

	Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
2.4	Provide clearer delineation markers between the areas zoned along the coastline areas	Rangers and Community Safety	Operational	Additional budget required	2020-21 \$10k 2024-25 \$5k (\$15k for the life of the plan)	Q4 – 2020 Q4 - 2024	

Objective 3: Manage feral cats

	Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
3.1	Engage additional contractor or Ranger traineeship to undertake cat control in conservation areas to control the unprecedented growth in the cat population.	Rangers and Community Safety	Operational	Additional budget required	\$10k annually (\$50k for the life of the plan)	ongoing	Number of cats captured and rehomed
3.2	Extend the feral cat trapping program by purchasing and promoting the availability of feral, stray and wandering cat traps for residents to use on their private property.	Rangers and Community Safety	Operational	Additional budget required	2022-23 \$5k	Q1 - 2022	

Objective 4: Embrace Smart City initiatives in animal management

In support of the City of Cockburn's Digital Strategy, the City will investigate ways to apply digital solutions to improve the customer experience and the effectiveness and efficiency of delivering animal management services.

Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
4.1 Install geo-fenced areas with RFID readers to tag dogs entering into dog prohibited areas	Rangers and Community Safety	Capital Works	Additional budget required	2023-24 \$30k	Q1 - 2024	Successful change to patrolling methods by Rangers based on information produced
4.2 Provide dog registration kiosk's at dog friendly community events and dog exercise areas	Rangers and Community Safety	Capital Works	Additional budget required	2023-24 \$10k	Q4 - 2023	Number of on-site registrations completed
4.3 Install CCTV cameras and analytics programmes to monitor the usage of fenced dog parks	Rangers and Community Safety	Capital Works	Additional budget required	2022-23 \$30k	Q2 - 2023	Increased dog usage intelligence created and used to change and amend dog park designs.

	Action	Leader	Budget	Budget Source	Cost	Timing	Measure of Success
4.4	Provide solar powered sensor lights for dog owners wishing to use fenced dog parks after hours	Parks	Capital Works	Additional budget required	2024-25 \$60k	Q2 - 2025	Increase use of dog parks at dusk
4.5	Install outdoor dog wash stations within dog parks and CY- O'Connor Beach	Rangers and Community Safety	Capital Works	Additional budget required	2021-22 \$15k	Q3 - 2021	Usage of the facility by dog owners

Resourcing the Plan

To ensure the actions of all four objectives are met by the proposed timing within the action sheet, the following budgetary and staffing considerations should be considered by Council as part of their budget processes.

Project/ Action No.	2020-21	2021-22	2022-23	2023-24	2024-25	Total Project
Objective 1- Encourage responsible dog and cat ownership						
1.1	\$10,000.00	\$ -	\$ -	\$15,000.00	\$ -	\$ 25,000.00
1.2	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$ 50,000.00
1.3	\$ -	\$10,000.00	\$ -			\$ 10,000.00
1.4		\$10,000.00				\$ 10,000.00
1.5	\$ -	\$30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00
1.6	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ 5,000.00
1.7	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$15,000.00	\$ 75,000.00
1.8	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$ 50,000.00
Objective 2 - Provide sufficient, safe spaces for pets, people and wildlife						\$ -
2.1	\$20,000.00	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00
2.2	\$45,000.00	\$ -	\$ -	\$ -	\$ 3,000.00	\$ 48,000.00
2.3	\$ -	\$ -	\$50,000.00	\$50,000.00	\$ -	\$100,000.00
2.4	\$10,000.00	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 15,000.00
Objective 3 - Manage feral cats						\$ -
3.1	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$ 50,000.00
3.2	\$ -	\$ -	\$5k	\$ -	\$ -	\$ -
Objective 4 - Embrace Smart City initiatives in animal management						\$ -
4.1	\$ -	\$ -	\$ -	\$30,000.00	\$ -	\$ 30,000.00
4.2	\$ -	\$ -	\$ -	\$10,000.00	\$ -	\$ 10,000.00
4.3	\$ -	\$ -	\$ -	\$30,000.00	\$ -	\$ 30,000.00
4.4	\$ -	\$ -		\$ -	\$60,000.00	\$ 60,000.00
4.5	\$ -	\$15,000.00	\$ -	\$ -	\$ -	\$ 15,000.00
					Total:	\$633,000.00

Performance Measures

The City will measure success of the Animal Management Plan 2020-2025 through the following measures and targets.

	2019 Current		2025 Target	
Overall Performance Source: MARKYT [®] Community Scorecard				
Domestic animal control (dogs and cats)	64		70	
Feral animal control (feral cats, foxes and rabbits)	65		70	
Responsible pet ownership				
% of dogs registered and microchipped	61%		70%	
% of cats registered, microchipped and sterilized	17%		30%	
% of dog owners who have attended dog obedience training (source: CATALYSE [®] Community Perceptions Survey)	71%		80%	
Key Performance Measures Source: CATALYSE [®] Community Perceptions Survey	Dog owner	Non-dog owner	Dog owner	Non-dog owner
Happy with the availability and mix of on-leash, off-leash, fenced and dogs prohibited areas	38%	39%	50%	50%
Sufficient information about responsible dog management rules and guidelines	46%	38%	60%	40%
Sufficient promotion and provision of dog obedience training	23%	17%	40%	30%
Sufficient signage indicating where dogs are permitted on and off-leash	59%	50%	80%	80%
Perceived effectiveness (score out of 100) Source: CATALYSE [®] Community Perceptions Survey	Dog owner	Non-dog owner	Dog owner	Non-dog owner
Management of dog waste	48	33	60	60
Ensuring dogs are kept on-leash in on-leash areas	44	20	60	60
Owner supervision and control of dogs in off-leash areas	38	18	50	50
Keeping dogs out of 'dogs prohibited' areas	47	24	60	60
Keeping dogs away from wildlife and nesting birds	50	25	60	60
Dog behaviour (dogs responding to their owners' commands)	36	19	50	50

Recommendations

That Council;

1. Endorse the proposed Animal Management and Exercise Plan 2020-25;
2. Implement the new dog designation areas in accordance with legislative requirements defined within the Dog Act;
3. Approve the City's Officer seek public consultation to amending the City's Consolidated Local Laws in relation Animal Management and propose adding an ability to create cat exclusion zones;
4. Endorse the proposed enclosed dog park framework and implements accordingly;
and
5. Considers the initiatives included within the implementation plan as part of annual budget deliberation processes.



Appendix 1 Animal Management Plan | Survey Results

Prepared for: City of Cockburn
Prepared by: CATALYSE[®] Pty Ltd

September 2019

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Overall performance and concerns	9
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Animal management issues Dog owners vs Non-owners	17
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Introduction

The Study

In August, the City of Cockburn administered a community engagement survey to evaluate perceptions and concerns in regard to dog management and exercise areas.

Scorecards invitations were sent to 2,000 randomly selected households (1,000 by mail and 1,000 by email).

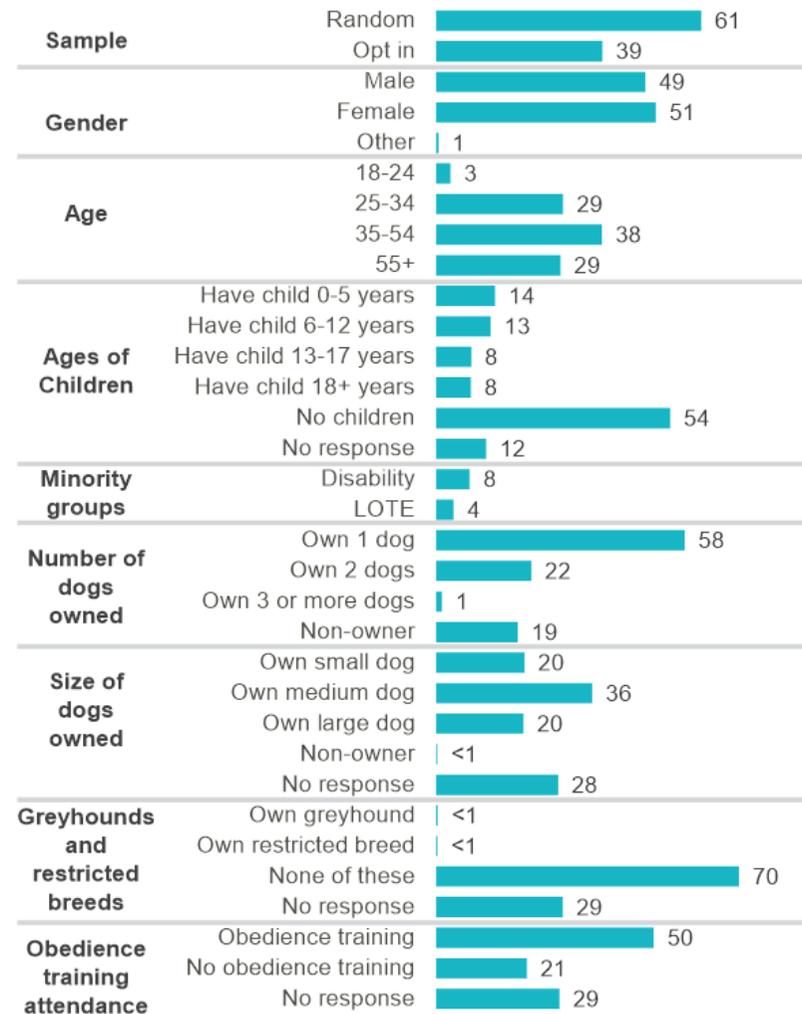
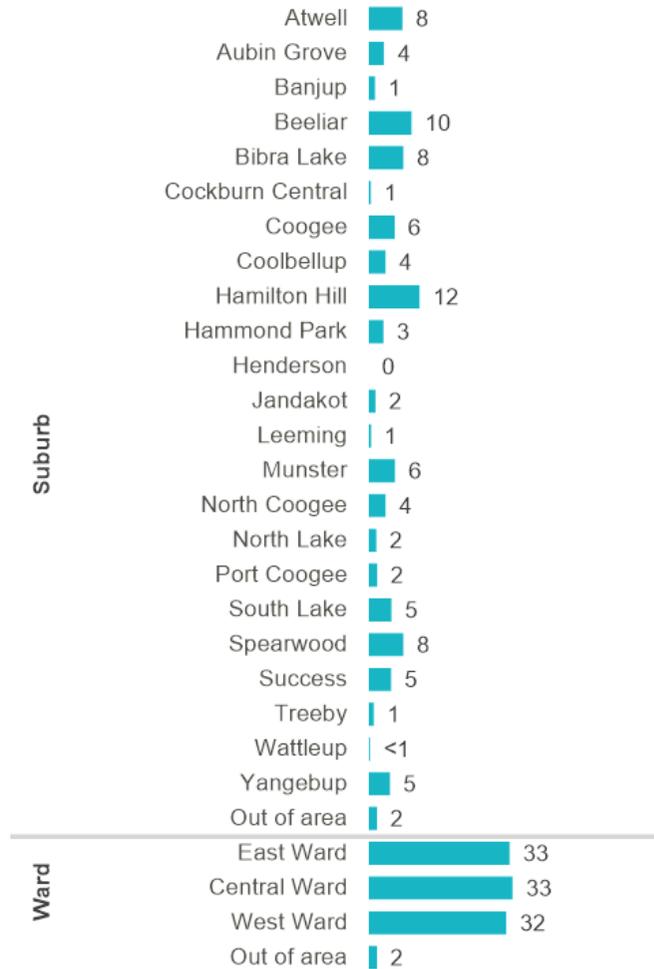
373 randomly selected residents completed a scorecard reducing the sampling error to $\pm 5.07\%$ at the 95% confidence interval.

The City supported the survey with supporting promotions through its communication channels and respondents who had previously chosen to opt-in to participate in research for the City were also invited to participate. A further 226 respondents participated bringing the total to **599 respondents**.

The final dataset was weighted by age and gender to match the ABS Census population profile. Data has been analysed using SPSS. Where sub-totals add to $\pm 1\%$ of the parts, this is due to rounding errors to zero decimal places.

Sample Profile

% of respondents (weighted)



LOTE = Language other than English



Strategic Insights

Strategic Overview

Managing Dogs in Public Places



59

Performance Index Score

Awareness of Dog Exercise Beach Zones



60

% Yes

Happiness with Dog Exercise Beach Zones



69

% Yes

Issues

Most important

- Management of dog waste
- Keeping dogs away from wildlife and nesting birds

Best performing

- Keeping dogs away from wildlife and nesting birds
- Management of dog waste

Requires improvement

- Dog behaviour
- Owner supervision and control of dogs in off-leash areas

Concerns

Dogs off-leash in on-leash and prohibited areas

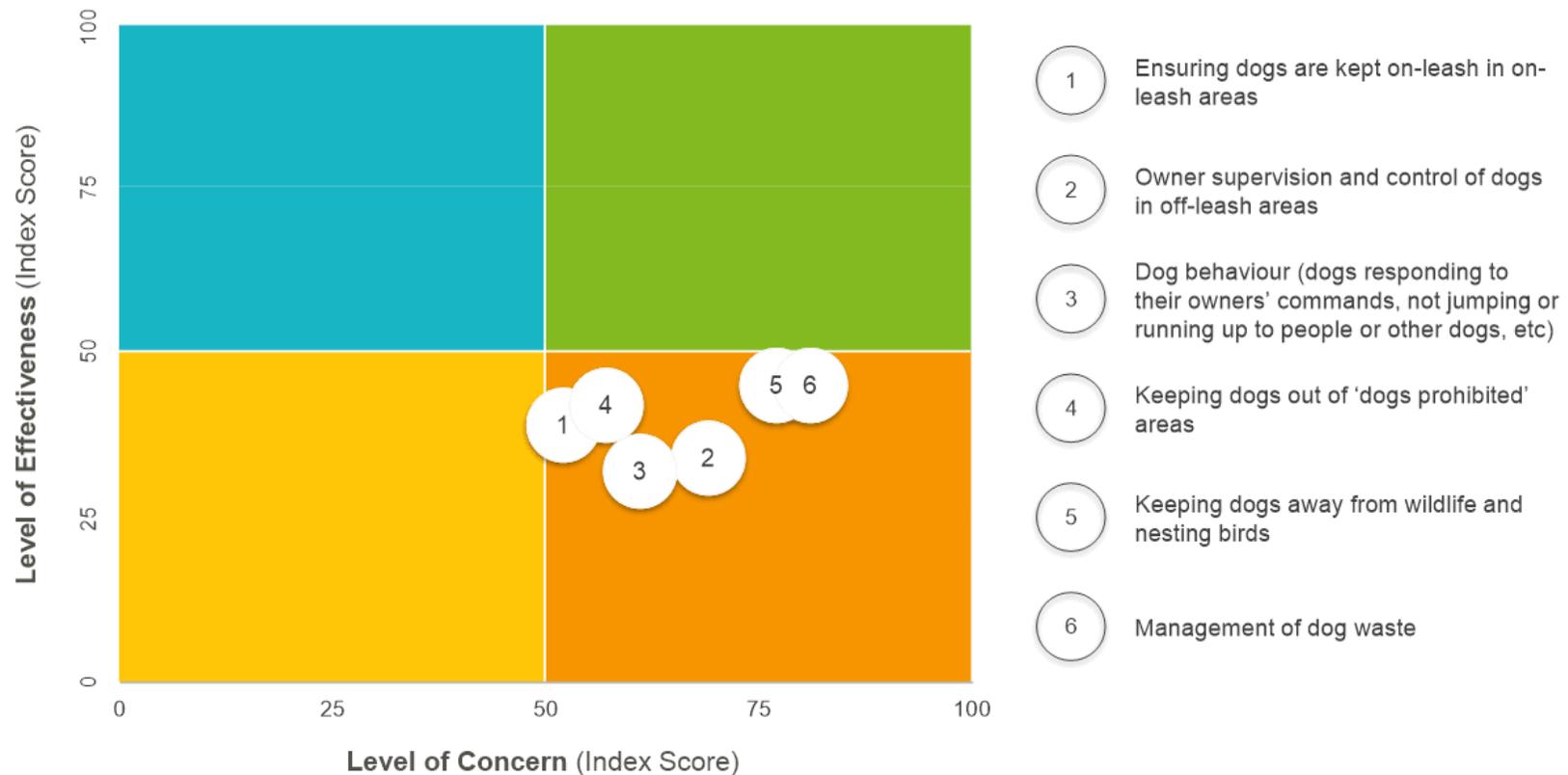
Limited number of off-leash dog exercise areas

Owners' lack of supervision and control of their dogs

Owners not picking up dog waste

Animal management issues | Concern v Effectiveness

Residents are most concerned with management of dog waste and keeping dogs away from wildlife and nesting birds. There is room to improve the effectiveness in managing all issues.



Q. Overall, how would you rate your level of concern with the following issues? Base: All respondents, excludes no response (n = varies)

Q. And, in your opinion, how effective has the City of Cockburn been in managing these issues? Base: All respondents, excludes unsure and no response (n = varies)

Overall performance and concerns

Overall performance | managing dogs in public places

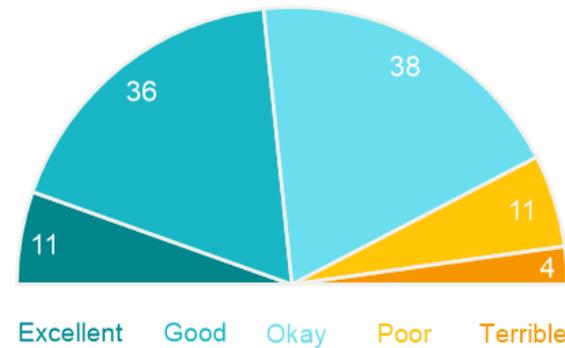
85% of respondents gave the City a positive rating of okay or higher for the management of dogs in public places.

The Performance Index Score is 59 out of 100, indicating the average score was between okay and good.

Overall performance index scores were lower among non-dog owners (44) compared to dog owners (63).

Performance ratings

% of respondents



Variations across the community

Performance Index Score

All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
59	63	44	62	65	62	62	66	57	61	59	59	63	64	66	63	58	57	55	60	62	61	56	62	56

Q. Overall, how would you rate the City of Cockburn's performance in managing dogs in public places (including beaches, parks and reserves)?

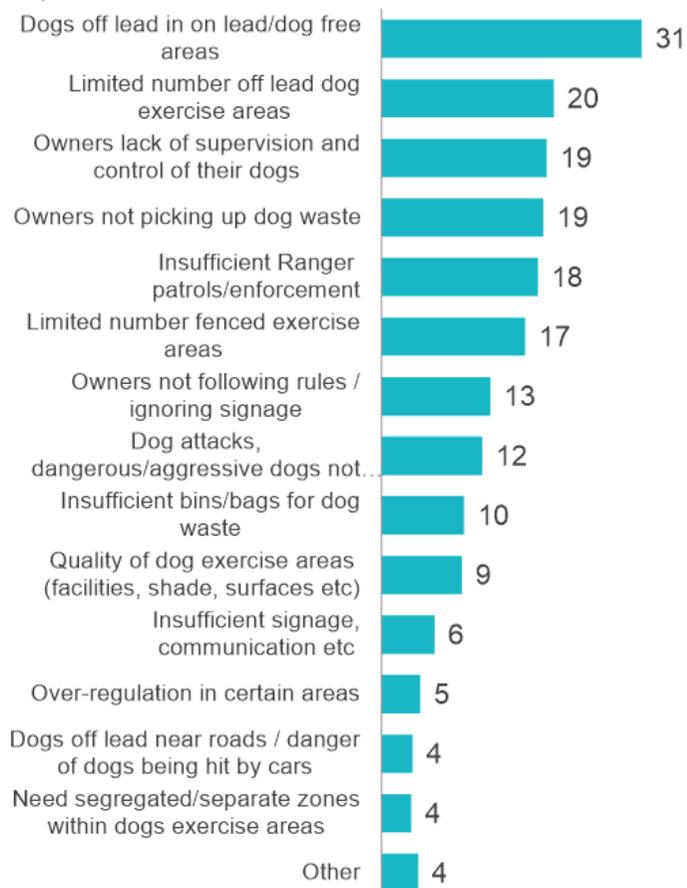
Base: All respondents. excludes 'unsure' and 'no response' (n = 540). * Positive rating = excellent, good or okay



Community concerns | managing dogs in public places

Concerns about dogs in public places

% of respondents



The main concern in regards to managing dogs in public places is dogs being let off-leash outside of off-leash areas. The lack of off-leash dog exercise areas, lack of supervision by owners and owners not picking up their dog's waste are also concerns.

"Dogs always off-lead in on lead areas - my dogs don't like loose dogs running up to them."

"People Who Walk Their Dog Without A Leash dangerous for kids and other dogs"

"More off leash areas are needed, and bigger open spaces for dogs to run"

"Not enough off lead areas and restrictions around reserves when not in use. Would love to throw the ball for my dog on a big oval when no sport is on. He is very fast and hates short throws."

"Dogs off-leash mixed with dogs on lead when people don't have a good control over their dog(s) or dog doesn't have a reliable recall"

"Owners not taking responsibility. Multiple times found dogs off the lead in on lead only parks. They also can't control their dogs which ran up to my dog who was on the lead causing a dog flight..."

"My concern is dog owners not being responsible for dogs on leads and picking up their dogs poo. I've seen many people dump the bags of poo rather than put in bins or take with them."

"Not enough bins with poo bags available in areas where people regularly walk e.g. swamplands in Spearwood. It means there is lots of dog poo left along the paths."

Q. If okay, terrible or poor, what are your main concerns?

Base: All respondents who gave a terrible or poor rating for City's management of dogs in public places, excludes 'no response' (n = 250).

Chart shows responses mentioned spontaneously by 4% or more respondents.



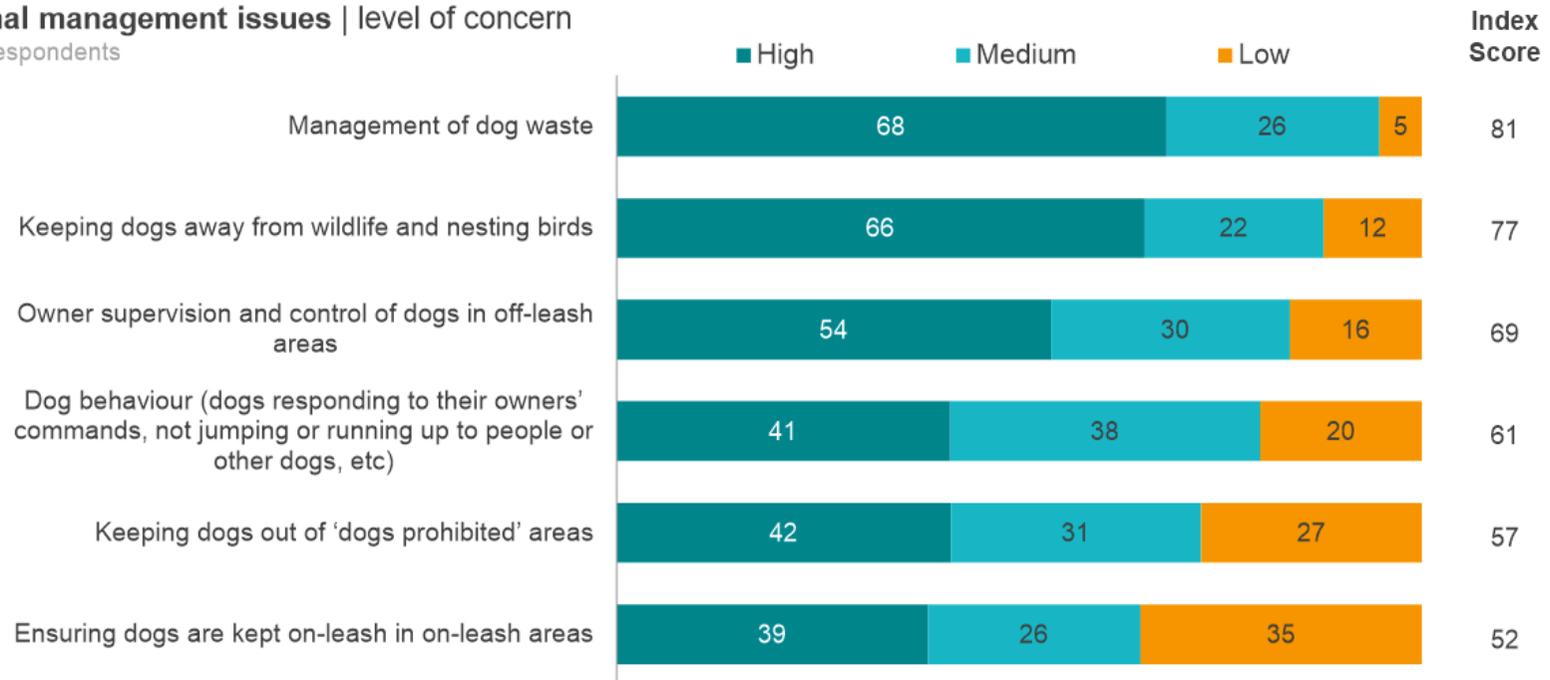
Animal management issues

Concern about animal management issues

Residents are most concerned with management of dog waste and keeping dogs away from wildlife and nesting birds with index scores of 81 and 77 out of 100, respectively.

Animal management issues | level of concern

% of respondents



Q. Overall, how would you rate your level of concern with the following issues?

Base: All respondents, excludes 'no response' (n = varies)

Concern about animal management issues

Index score comparisons

Non dog owners are more concerned about most issues than other respondents, while dog owners are less concerned about dog behaviour, keeping dogs out of prohibited areas and ensuring dogs are kept on-leash in on-leash areas.

Small dog owners are more concerned about keeping dogs away from wildlife and nesting birds, dog behaviour and ensuring dogs are kept on-leash in on-leash areas than other respondents, while medium and large dog owners are less concerned about most issues.

18 to 34 year olds are less concerned with all issues than other respondents while respondents aged 55 years and above are more concerned with all issues listed.

Community Variances Concern Index Score	All respondents	Dog owner		Non-dog owner		Small dog owner		Medium dog owner		Large dog owner		Obedience training		No obedience training		Male		Female		No children		Have child 0-5		Have child 6-12		Have child 13-17		Have child 18+		18-34 years		35-54 years		55+ years		Disability		LOTE		East Ward		Central Ward		West Ward		Random		Opt in	
		81	81	84	84	79	80	80	81	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84					
Management of dog waste	81	81	84	84	79	80	80	81	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84	80	84						
Keeping dogs away from wildlife and nesting birds	77	75	85	85	75	66	74	78	77	76	77	73	75	70	84	67	78	85	84	67	74	76	78	80	70																								
Owner supervision and control of dogs in off-leash areas	69	66	82	71	64	62	67	63	68	69	69	68	65	63	75	64	67	76	64	64	73	68	67	69	68																								
Dog behaviour	61	55	82	67	52	53	58	49	60	62	60	59	61	64	68	54	59	70	58	50	64	61	59	63	56																								
Keeping dogs out of 'dogs prohibited' areas	57	50	84	57	50	44	50	50	59	55	55	61	53	50	67	47	54	72	63	56	64	53	55	61	50																								
Ensuring dogs are kept on-leash in on-leash areas	52	45	78	58	37	46	47	40	49	55	52	49	44	43	60	40	50	67	54	42	57	50	50	52	51																								

Q. How important do you think it is to:
Base: All respondents, excludes 'unsure' and 'no response' (n = varies)

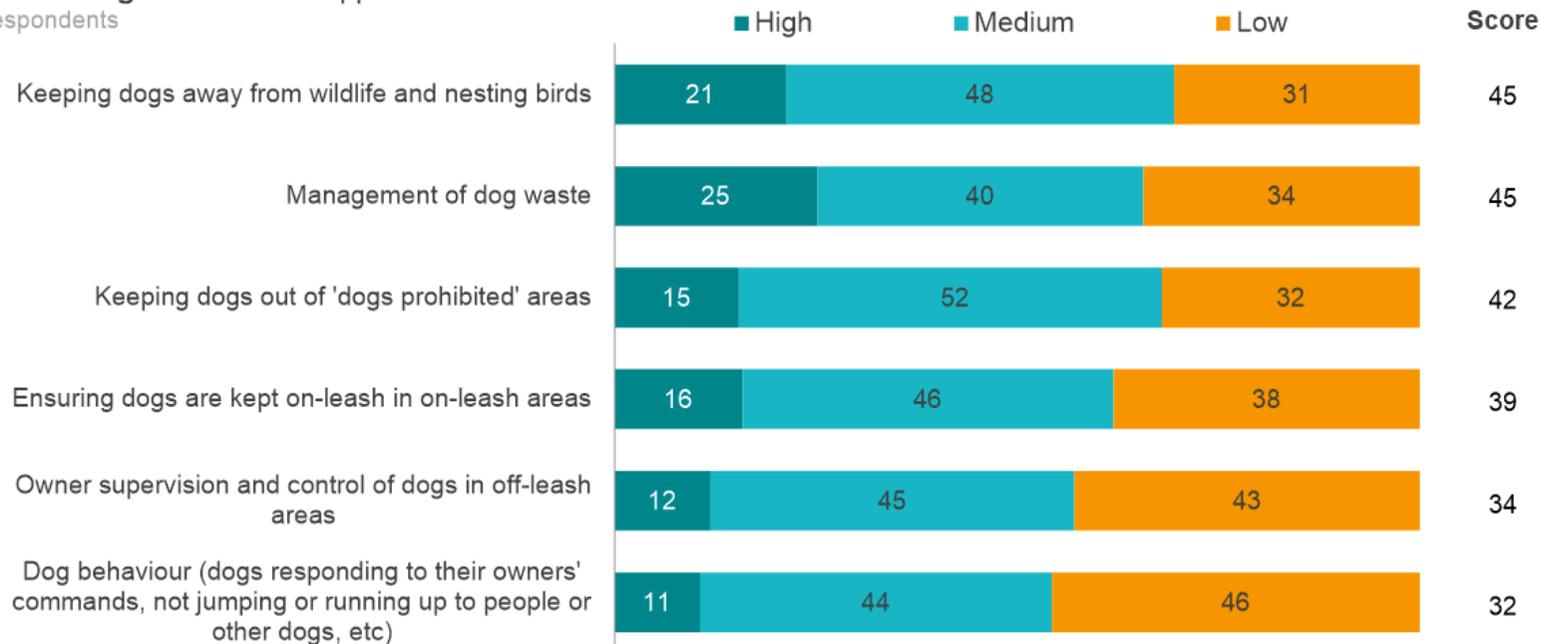


Effectiveness in animal management issues

Overall the City's level of effectiveness in animal management issues is viewed a low to medium. The City is viewed as being most effective in keeping dogs away from wildlife and nesting birds and in management of dog waste, both of these receiving an index score of 45 out of 100.

Animal management issues | perceived effectiveness

% of respondents



Q. And, in your opinion, how effective has the City of Cockburn been in managing these issues?

Base: All respondents, excludes 'unsure' and 'no response' (n = varies)



Effectiveness in animal management issues

Index score comparisons

Non dog owners rated the City lower on all measures of effectiveness than other respondents, while dog owners rated the City more highly in terms of keeping dogs away from wildlife and nesting birds, keeping dogs out of prohibited areas and ensuring dogs are kept on-leash in on-leash areas.

Owners of large dogs and owners who haven't taken their dog to obedience training rated the City more highly in most areas.

People from LOTE backgrounds rated the City more highly in terms of keeping dogs away from wildlife and nesting birds, management of dog waste and keeping dogs out of prohibited areas, however this group rated the City lower in terms of ensuring dogs are kept on leash in on-leash areas.

Community Variances Effectiveness Index Score	All respondents	Dog owner			Non-dog owner			Obedience training		Male		Female		No children		Have child 0-5		Have child 6-12		Have child 13-17		Have child 18+		18-34 years		35-54 years		55+ years		Disability		LOTE		East Ward		Central Ward		West Ward		Random		Opt in	
		Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in																		
Keeping dogs away from wildlife and nesting birds	45	50	25	50	50	52	48	55	44	48	43	43	53	51	48	47	46	43	48	63	47	49	41	46	45																		
Management of dog waste	45	48	33	52	48	45	48	48	46	45	45	43	41	46	49	45	43	49	49	51	46	50	41	48	40																		
Keeping dogs out of 'dogs prohibited' areas	42	47	24	48	45	49	44	51	40	45	40	38	46	41	42	43	41	41	52	47	42	42	41	40	44																		
Ensuring dogs are kept on-leash in on-leash areas	39	44	20	41	43	46	40	52	38	40	38	36	42	41	38	38	39	40	43	28	41	34	42	41	34																		
Owner supervision and control of dogs in off-leash areas	34	38	18	35	41	39	36	44	33	36	36	29	33	35	34	34	34	36	46	34	34	35	34	35	33																		
Dog behaviour	32	36	19	34	39	34	33	43	32	32	32	29	33	29	37	32	30	36	46	35	36	31	31	34	28																		

Q. And, in your opinion, how effective has the City of Cockburn been in managing these issues?

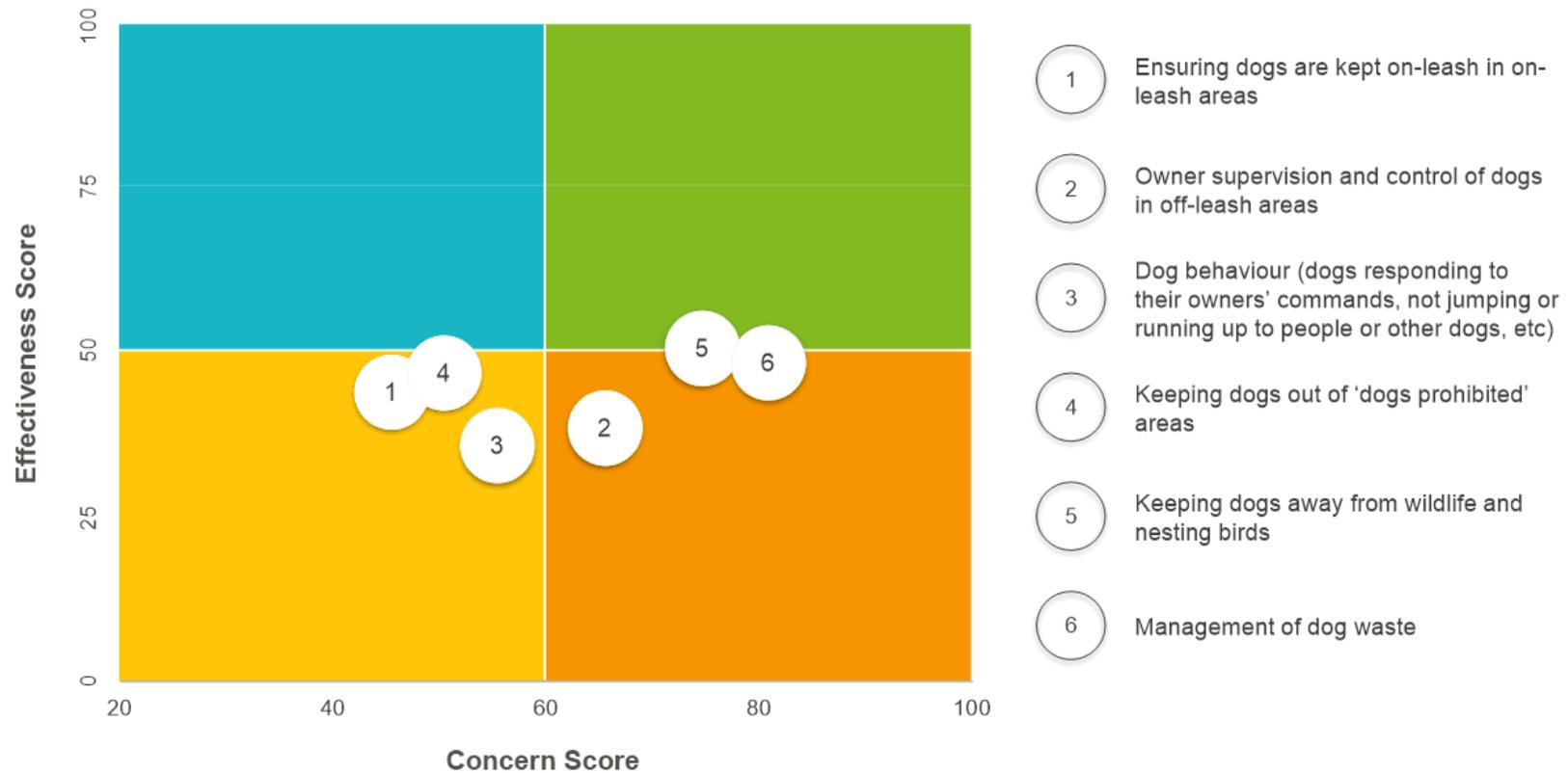
Base: All respondents, excludes 'unsure' and 'no response' (n = varies)



Animal management issues Dog owners vs Non-owners

Animal management issues | Concern v Effectiveness

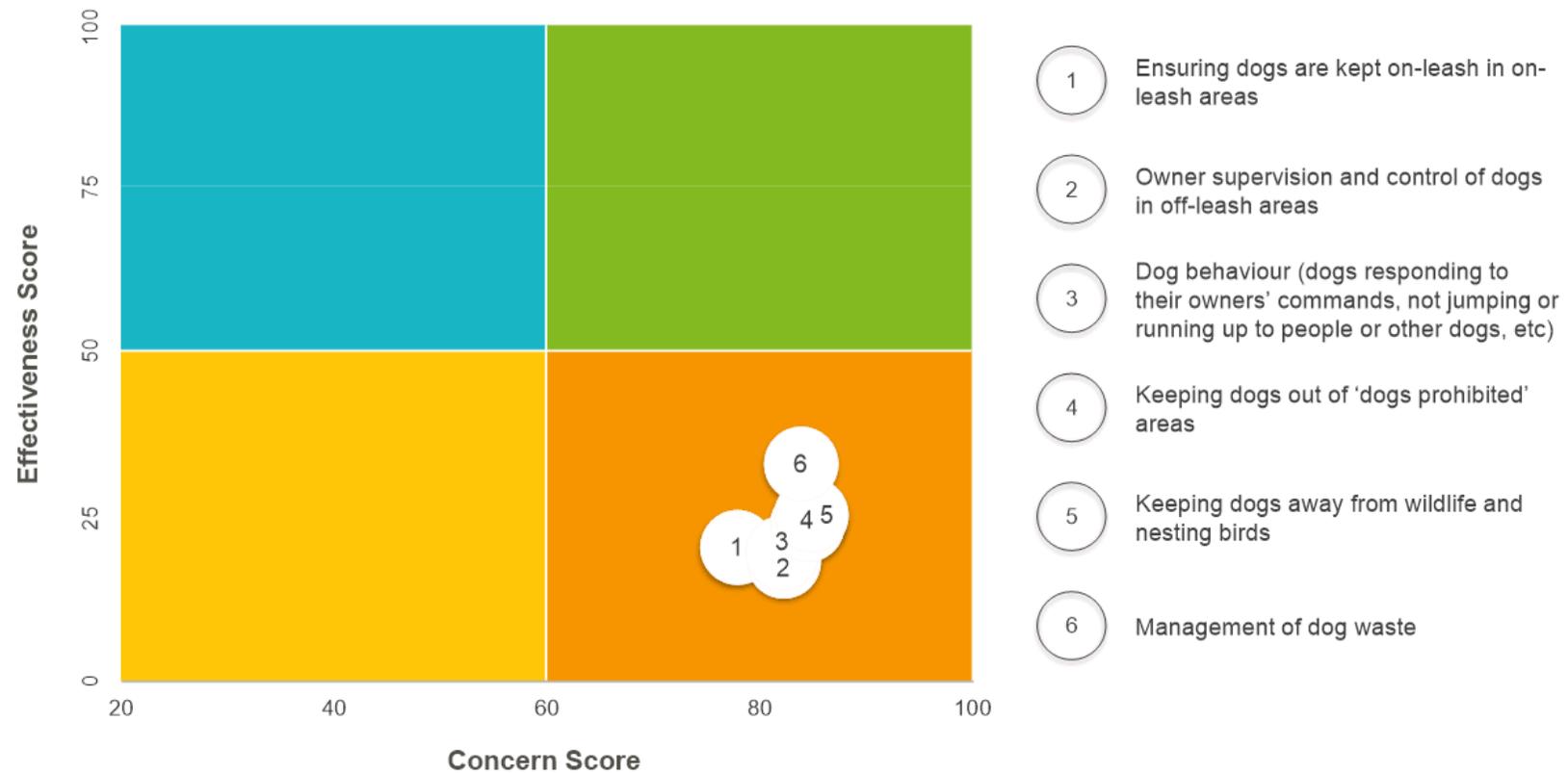
Dog owners



Q. Overall, how would you rate your level of concern with the following issues? Base: All respondents, excludes no response (ranges from n = 442 to n = 445)
 Q. And, in your opinion, how effective has the City of Cockburn been in managing these issues? Base: All respondents, excludes unsure and no response (ranges from n = 277 to n = 373)

Animal management issues | Concern v Effectiveness

Non-owners



Q. Overall, how would you rate your level of concern with the following issues? Base: All respondents, excludes no response (ranges from n = 107 to n = 108)

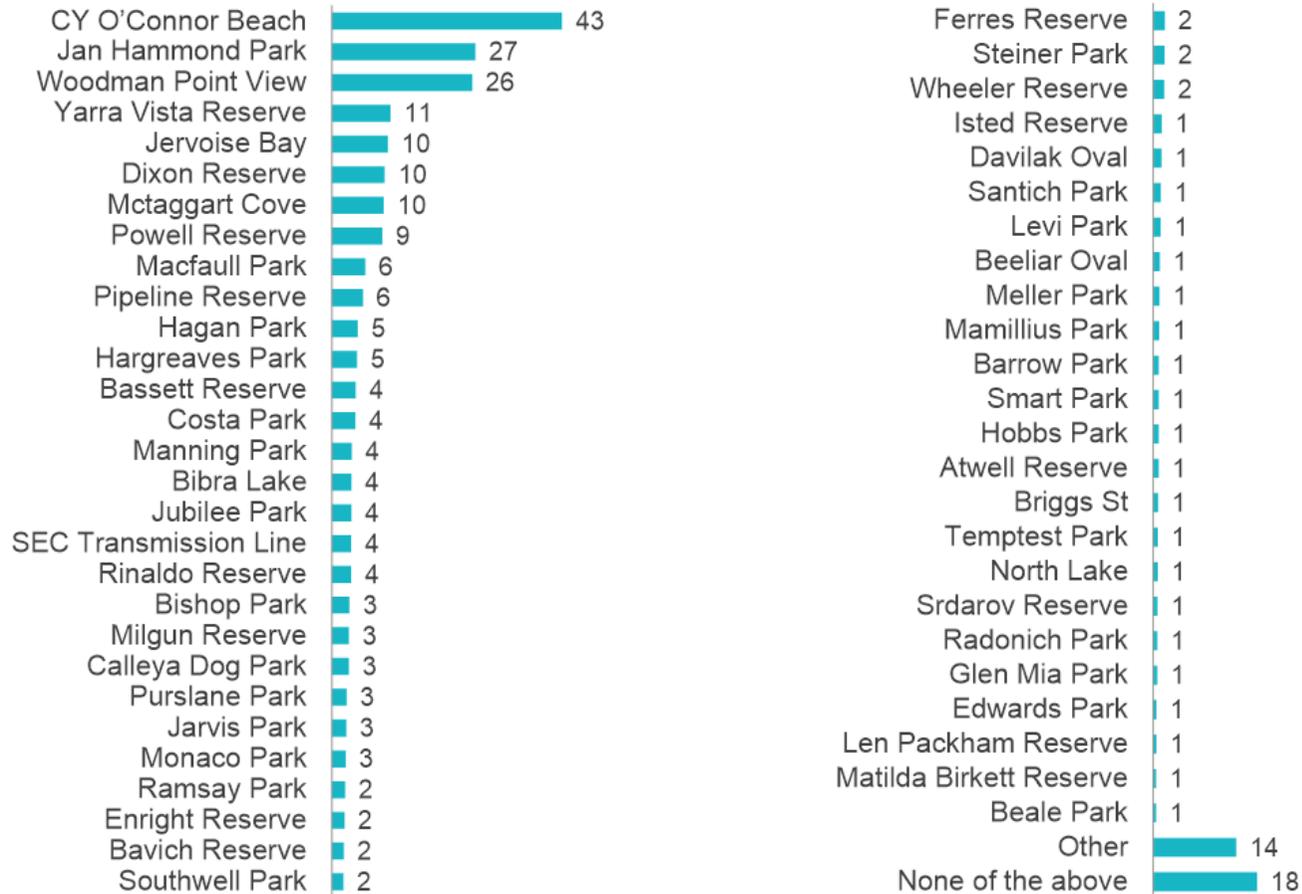
Q. And, in your opinion, how effective has the City of Cockburn been in managing these issues? Base: All respondents, excludes unsure and no response (ranges from n = 76 to n = 87)

Visitation and designated areas

Visitation | Parks and reserves

Parks and reserves visited in the past 12 months

% of respondents



Q. Over the past 12 months, which of the following dog exercise parks and reserves have you visited?

Base: All respondents, excludes 'no response' (n = 587).



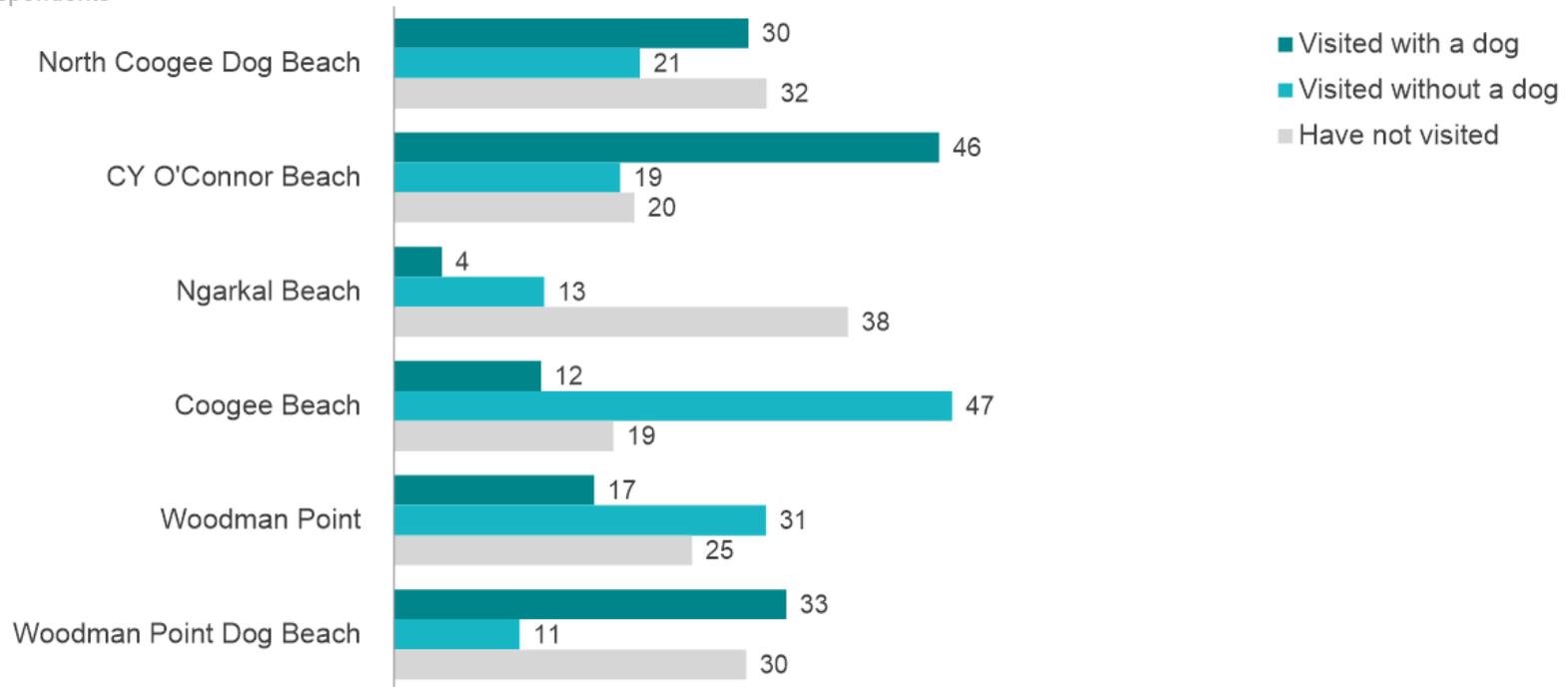
Visitation | Beaches

Residents have mostly visited CY O'Connor Beach with a dog, Coogee Beach without a dog and many have not visited Ngarkal Beach.

CY O'Connor Beach had the highest overall level of visitation followed by Coogee Beach.

Beaches visited in the past 12 months

% of respondents



Q. In the past 12 months, which of the following beaches have you visited with or without a dog?

Base: All respondents, excludes 'no response' (n = 564).

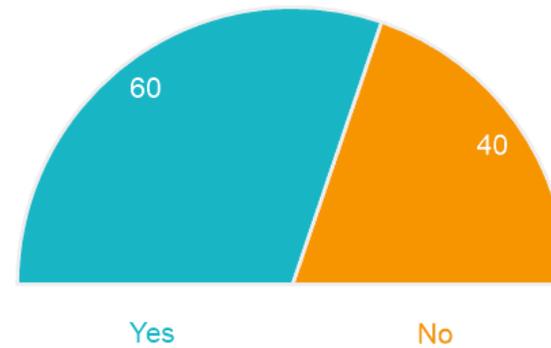


Awareness of dog exercise / prohibited zones



Were you aware of these zones before this survey?

% of respondents



Variances across the community

% of respondents who were aware of the zones listed on the map

All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
60	59	68	53	61	62	60	56	64	57	63	52	52	58	60	57	58	66	71	70	57	58	67	60	61

The following sign shows zones along the coastline where dogs are permitted on and off leash, and where dogs are not permitted. These zones were introduced in 2016.

Q. Were you aware of these zones before this survey? Base: All respondents, excludes 'no response' (n = 548)

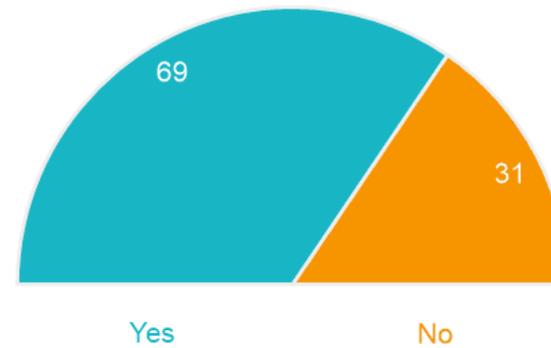


Happiness with dog exercise / prohibited zones



Are you happy with the designated zones along the coast?

% of respondents



Variations across the community

% of respondents who were happy with the zones listed on the map

All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
69	71	58	73	74	68	73	68	67	70	67	74	75	77	68	73	68	65	75	83	77	68	64	68	71

Q. Are you happy with the designated zones along the coast (where dogs are permitted on and off leash, and where dogs are not permitted)?

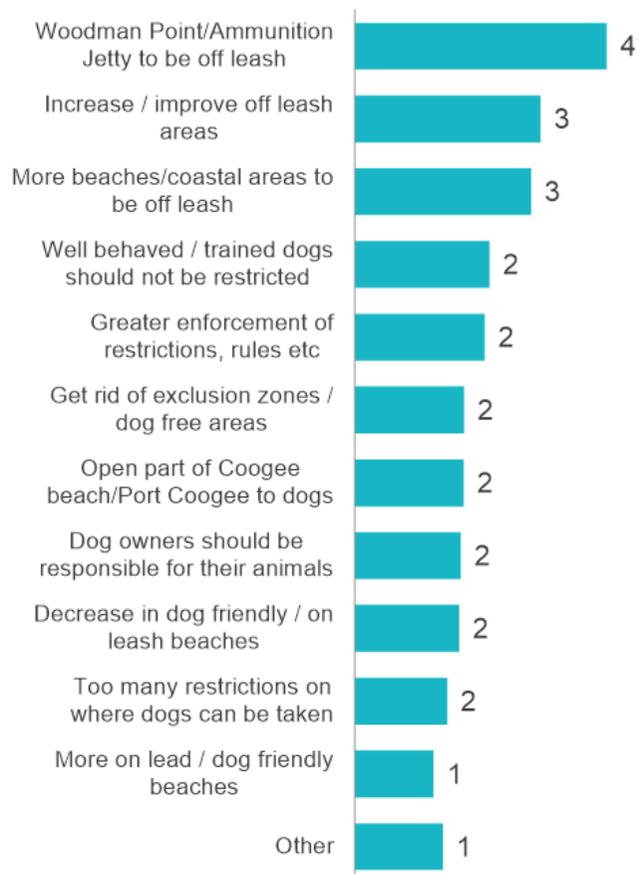
Base: All respondents. excludes 'unsure' and 'no response' (n = 478)



Suggested Council action plan: Changes and suggestions for dog exercise / prohibited zones

Changes and suggestions

% of respondents



The main changes and suggestions mentioned by the community are related to the area around Woodman Point and the Ammunition Jetty and availability of off leash beaches and other areas.

"I would like dogs to be allowed off leash at the woodman Point dog beach. there seems little point in taking your dog to the beach if it has to be on a leash."

"I think the south end of beach past the woodman's point jetty could be off leash keeping the area around the jetty on leash."

"More of the Woodman Point / Jervoise bay beach should be off lead for dogs - only on the southern side. I would like to see all the southern side open to dogs off leash and all of the northern side kept for dogs on leash."

"More off leash areas are needed"

"I think the leash zone should be off leash"

"There are not enough areas where dogs can be let off the leash and to run around at beaches. I thought there were, until I saw the coastal zones."

"I would prefer more off leash dog beaches near me as I have a dog but do also Understand that people without dogs wouldn't want them on the beach"

"I do not think dogs should be on leash at the beach. When they socialise off leash they are better behaved as they are less stressed. Dog beach areas should be off leash or prohibited. I think you should convert leashed areas to off leash."

Q. If you are not happy with these zones, please describe your concerns and suggested changes.

Base: All respondents (n = 599).

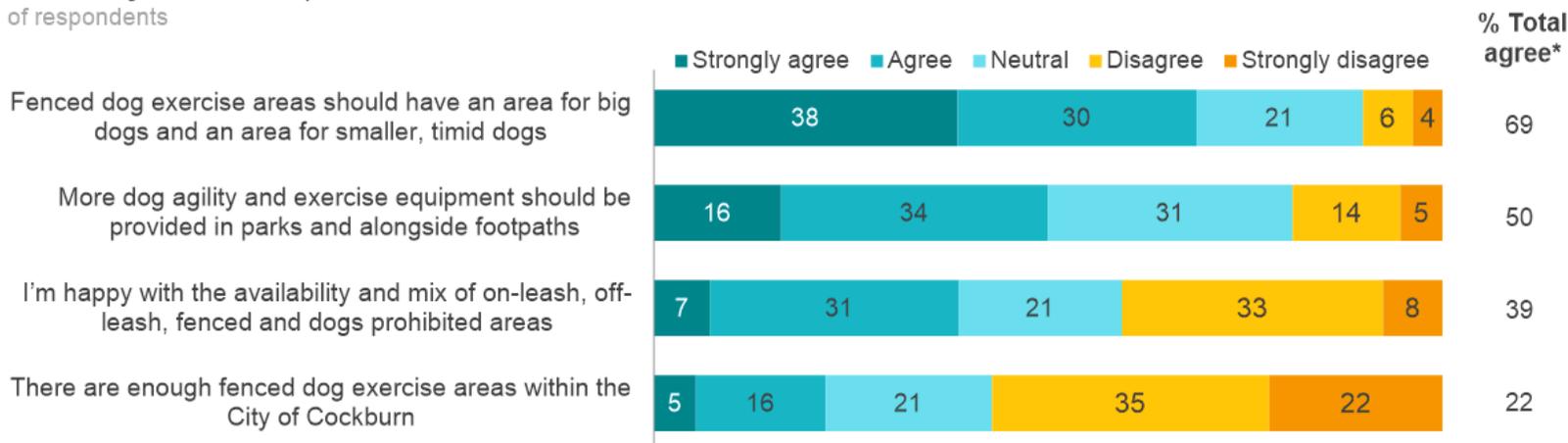
Chart shows responses mentioned spontaneously by 1% or more respondents. Chart does not show "No response"

Community sentiment

Community sentiment | exercise areas and equipment

Community sentiment | exercise areas and facilities

% of respondents



Community Variances

% Total agree

	All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
Areas for big dogs and smaller, timid dogs	69	72	55	85	66	67	71	72	63	73	70	67	65	56	71	73	67	66	68	63	83	69	56	65	76
More dog agility and exercise equipment	50	55	25	46	58	56	55	56	48	51	53	41	55	37	48	64	47	37	54	71	54	46	49	50	50
I'm happy with the availability and mix of areas	39	38	39	42	39	33	36	46	39	38	36	45	44	42	45	43	34	39	49	59	42	36	38	42	32
Enough fenced dog exercise areas	22	18	41	23	19	15	17	24	24	19	19	32	26	7	23	22	20	24	22	12	26	20	20	23	20

Q. How strongly do you agree or disagree with the following statements:

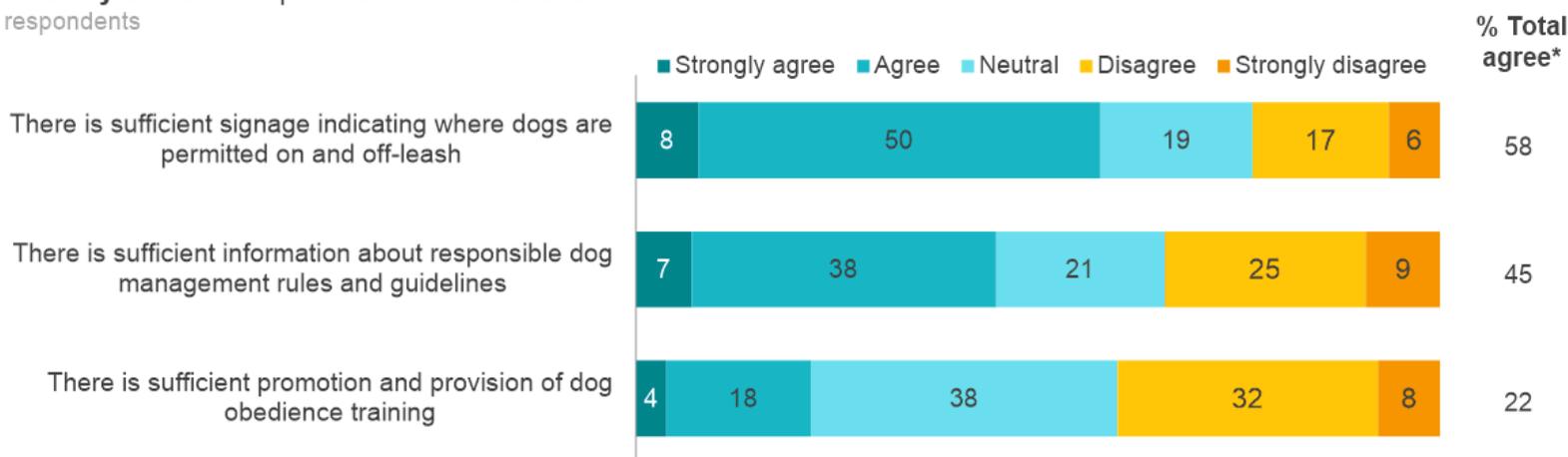
Base: All respondents, excludes 'unsure' and 'no response' (n = varies) * Total agree = strongly agree + agree



Community sentiment | information and education

Community sentiment | exercise areas and facilities

% of respondents



Community Variances

% Total agree

	All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
Signage indicating where dogs are permitted	58	59	50	58	60	57	57	63	60	56	56	65	61	54	55	61	53	60	51	64	60	53	61	56	61
Information about responsible dog management	45	46	38	51	49	34	41	59	40	49	44	49	41	40	53	44	43	48	47	39	49	39	47	45	44
Promotion and provision of dog obedience training	22	23	17	20	24	24	23	22	18	26	21	27	24	21	23	20	24	20	21	17	22	20	25	21	23

Q. How strongly do you agree or disagree with the following statements:

Base: All respondents, excludes 'unsure' and 'no response' (n = varies) * Total agree = strongly agree + agree

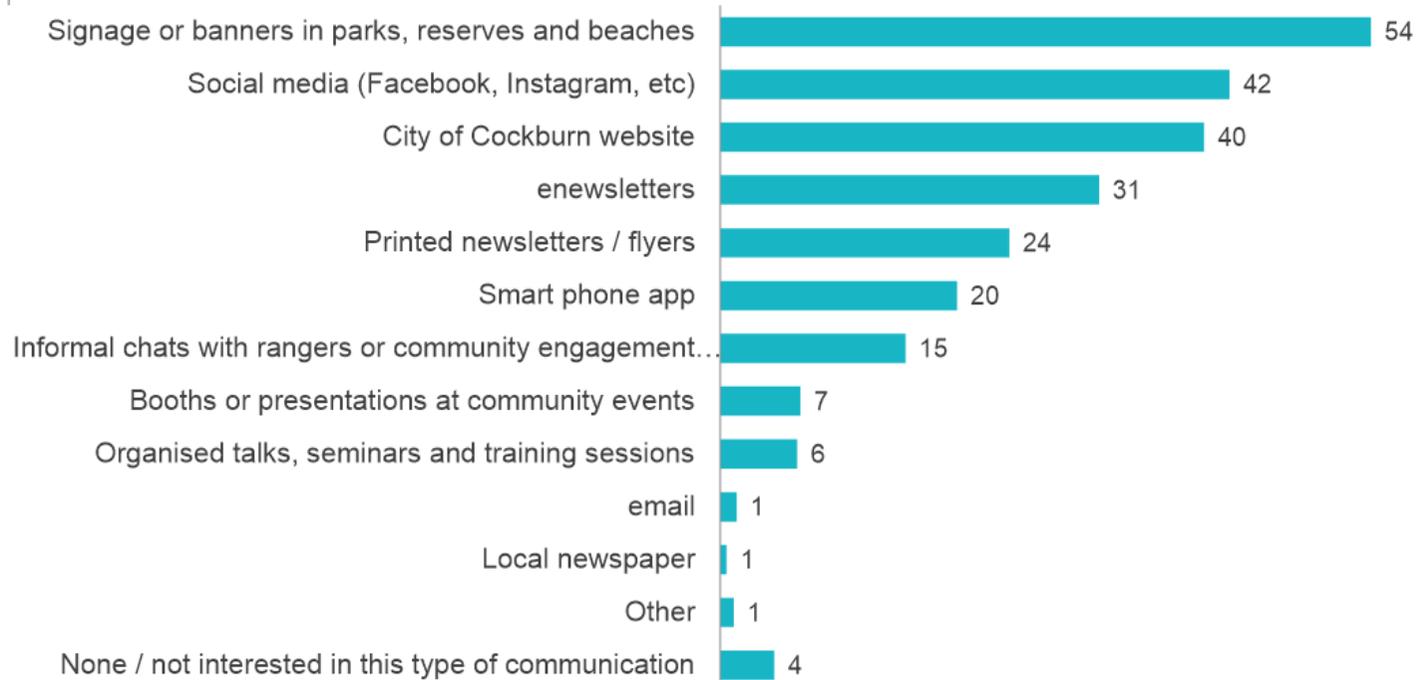


Preferred sources of information

Residents prefer to receive information and updates via signs or banners in parks, reserves and beaches, followed by social media and the City of Cockburn website.

Preferred sources of information

% of respondents



Q. How would you prefer to receive information and updates about animal management, obedience training, or other animal related events/services in the City of Cockburn?

Base: All respondents. excludes 'no response' (n = 530).



Preferred sources of information

Community variances

Preferences vary across the community. For example, people with children aged 13 years and above have the highest preference for signage or banners in parks, reserves and beaches, while people with children aged 5 years and below have the lowest preference for this type of communication.

People aged 18 to 34 years have the highest preference for receiving information via social media while people aged 55 years and above have the lowest preference for this type of communication.

Community Variances % of respondents	All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
	Signage or banners in parks, reserves and beaches	54	54	54	51	51	56	53	55	54	53	53	49	50	69	64	51	54	55	50	67	51	57	54	54
Social media (Facebook, Instagram, etc)	42	47	22	39	49	54	51	38	34	49	45	44	43	34	35	62	45	18	49	53	44	42	40	37	54
City of Cockburn website	40	38	48	35	43	32	36	42	36	43	40	39	32	36	46	36	44	38	43	53	42	39	38	40	40
Newsletters	31	33	25	38	34	24	33	32	35	28	34	27	29	31	22	40	29	25	26	40	33	31	30	33	26
Printed newsletters / flyers	24	25	21	28	24	26	21	32	25	23	20	27	34	26	29	18	24	30	13	19	23	24	25	26	19
Smart phone app	20	23	7	32	20	23	26	13	16	23	21	14	20	19	19	24	17	19	33	27	22	20	15	19	21
Informal chats with rangers or community engagement officers	15	14	21	14	17	13	13	15	18	12	14	11	16	33	14	8	17	21	15	11	15	12	18	15	15
Booths or presentations at community events	7	5	13	3	7	4	5	7	7	7	6	7	11	1	8	3	8	8	3	0	7	7	6	7	5
Organised talks, seminars and training sessions	6	7	3	7	7	7	7	8	5	8	8	2	4	3	8	7	5	7	7	0	5	9	5	6	7
None / not interested in this type of communication	4	1	17	3	1	1	1	2	4	5	6	4	0	0	1	1	4	8	8	3	5	2	6	5	3

Q. How would you prefer to receive information and updates about animal management, obedience training, or other animal related events/services in the City of Cockburn?

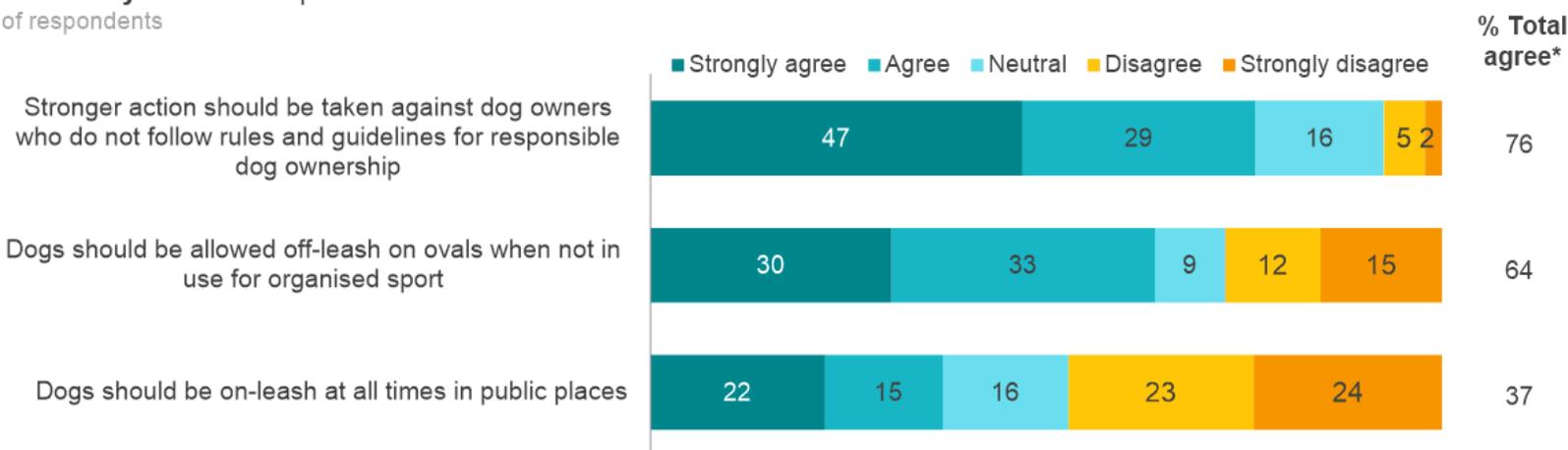
Base: All respondents. excludes 'no response' (n = 530).



Community sentiment | restrictions and enforcement

Community sentiment | exercise areas and facilities

% of respondents



Community Variances

% Total agree

	All respondents	Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
Stronger action against dog owners who do not follow rules and guidelines	76	72	93	80	66	78	76	63	78	75	74	85	77	73	85	70	78	82	78	86	78	78	75	74	80
Dogs allowed off-leash on ovals when not in use for organised sport	64	73	25	62	75	80	70	80	66	61	65	61	64	71	53	73	60	58	65	69	59	67	65	63	64
Dogs on-leash at all times in public places	37	29	68	42	27	23	30	28	37	37	34	42	42	30	50	21	38	52	41	34	42	32	38	38	35

Q. How strongly do you agree or disagree with the following statements:

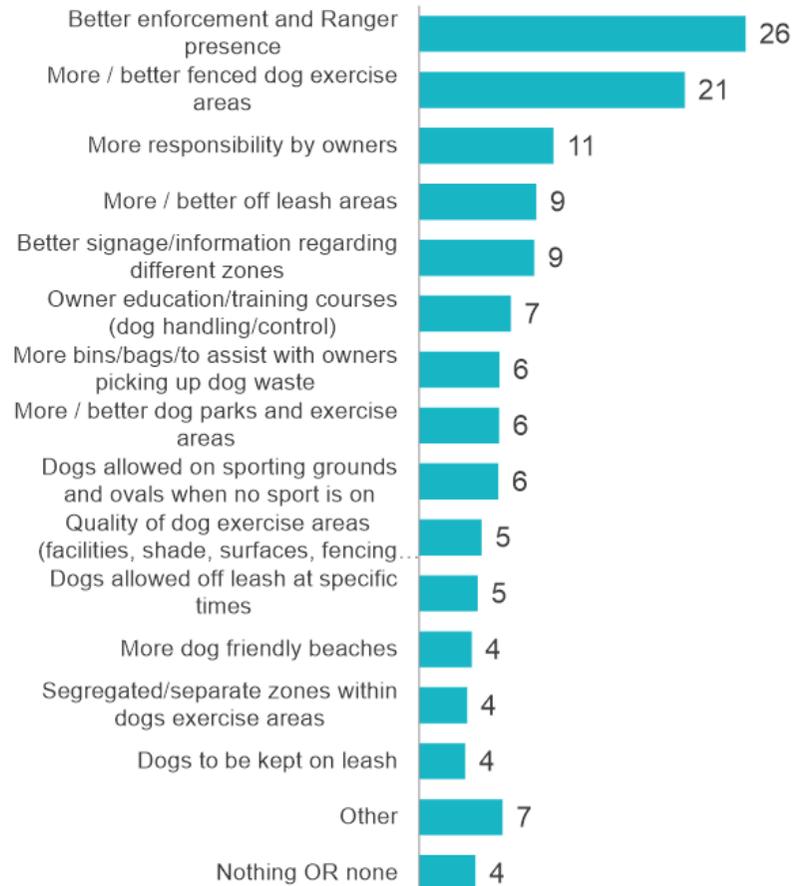
Base: All respondents, excludes 'unsure' and 'no response' (n = varies) * Total agree = strongly agree + agree



Suggested Council action plan: Changes and improvements needed to be the best place for dogs

Suggested changes and improvements

% of respondents



The main changes and improvements suggested by the community are better enforcement and Ranger presence and more and/or better fenced dog exercise areas.

- “The rangers need to be more visible and enforce the dog regulations.”
- “Rangers need to enforce existing rules relating to dogs on leashes and using unauthorised areas...”
- “Stricter regulation on onlead beaches eg woodman point”
- “I would like to see more rangers patrolling areas where dogs should be on a leash”
- “More ranger patrols due to owners of aggressive dogs being off leash”
- “...greater enforcement and fines for owners who allow their dogs to be off lead in public areas such as local parks and footpaths.”
- “fine those who let their dogs crap in parks where kids play.”
- “more fenced areas for dogs with separated areas for small/ timid dogs and bigger/ boisterous/ confident dogs.”
- “Bigger enclosed exercise areas so that dogs can exercise properly without having to use open areas where they are at risk of running up to people or running across roads.”
- “Big space where dogs/people can easily avoid each other or give a wide berth to each other are great. Area with equipment for dogs to safely exercise...”

Q. Thinking about everyone’s needs, and understanding that some people love dogs and others do not like to be around dogs, for the City of Cockburn to be the best place for dogs what changes and improvements are needed?

Base: All respondents, excludes 'no response' (n = 366). Chart shows responses mentioned spontaneously by 4% or more respondents.



Appendices

Parks and reserves visited in the past 12 months

Community variances

Community Variances % of respondents	All respondents	Dog owner		Non-dog owner			Small dog owner		Medium dog owner		Large dog owner		Obedience training		No obedience training		Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in
		Dog owner	Non-dog owner	Small dog owner	Medium dog owner	Large dog owner	Obedience training	No obedience training	Male	Female	No children	Have child 0-5	Have child 6-12	Have child 13-17	Have child 18+	18-34 years	35-54 years	55+ years	Disability	LOTE	East Ward	Central Ward	West Ward	Random	Opt in								
ishop Park	3	4	2	4	4	5	4	4	2	4	2	8	8	3	3	3	5	2	1	4	1	7	2	4	3								
ilgun Reserve	3	4	1	2	7	1	4	3	3	3	3	3	4	2	1	3	3	4	5	0	1	8	0	3	3								
alleya Dog Park	3	4	0	9	2	3	5	4	4	3	5	2	2	1	0	7	2	1	0	0	6	3	0	2	5								
urslane Park	3	2	4	3	3	0	3	2	3	2	1	5	3	7	7	2	4	1	0	7	8	0	0	4	1								
arvis Park	3	3	1	1	5	4	3	4	2	3	3	2	2	4	3	3	2	2	10	14	2	6	1	3	2								
lonaco Park	3	3	2	0	5	1	3	2	3	2	1	4	7	3	8	1	4	3	0	0	4	3	1	3	2								
amsay Park	2	3	1	2	5	2	2	4	2	3	3	4	2	1	3	2	3	2	1	0	2	4	1	2	3								
nright Reserve	2	3	0	1	3	2	2	3	3	2	2	4	2	1	4	2	4	0	0	0	0	1	7	1	4								
avich Reserve	2	2	1	1	4	3	3	1	2	3	2	2	4	5	1	2	2	2	3	9	1	2	4	3	1								
outhwell Park	2	2	1	2	3	4	3	3	2	2	2	5	2	6	3	3	2	2	3	6	0	0	6	2	2								
erres Reserve	2	2	0	3	4	2	3	2	2	2	2	2	1	4	4	1	3	2	2	0	2	4	0	2	2								
teiner Park	2	2	4	3	1	1	2	0	2	2	1	3	3	6	3	1	4	1	2	3	5	1	0	3	1								
hweeler Reserve	2	2	1	1	4	0	1	5	1	3	3	0	1	3	3	3	1	1	0	3	1	1	4	1	3								
sted Reserve	1	1	2	2	2	1	1	2	1	2	2	0	0	0	0	2	0	2	0	0	1	0	4	1	2								
avilak Oval	1	2	0	5	1	1	2	3	1	1	1	1	4	4	3	1	2	1	0	0	0	0	4	2	1								
antich Park	1	2	0	2	1	3	2	2	2	1	1	1	5	0	4	1	1	3	0	0	0	4	0	2	1								
evi Park	1	2	0	1	2	2	1	3		2	1	1	2	0	1	1	1	2	1	0	0	3	1	1	1								
eeliar Oval	1	1	0	1	1	4	1	1	1	1	1	1	3	0	0	2	0	1	1	0	0	3	0	1	2								
eller Park	1	1	0	0	2	3	1	1	1	1	2	0	0	0	0	1	0	3	1	0	0	3	0	1	1								

Q. Over the past 12 months, which of the following dog exercise parks and reserves have you visited?

Base: All respondents, excludes 'no response' (n = 587).





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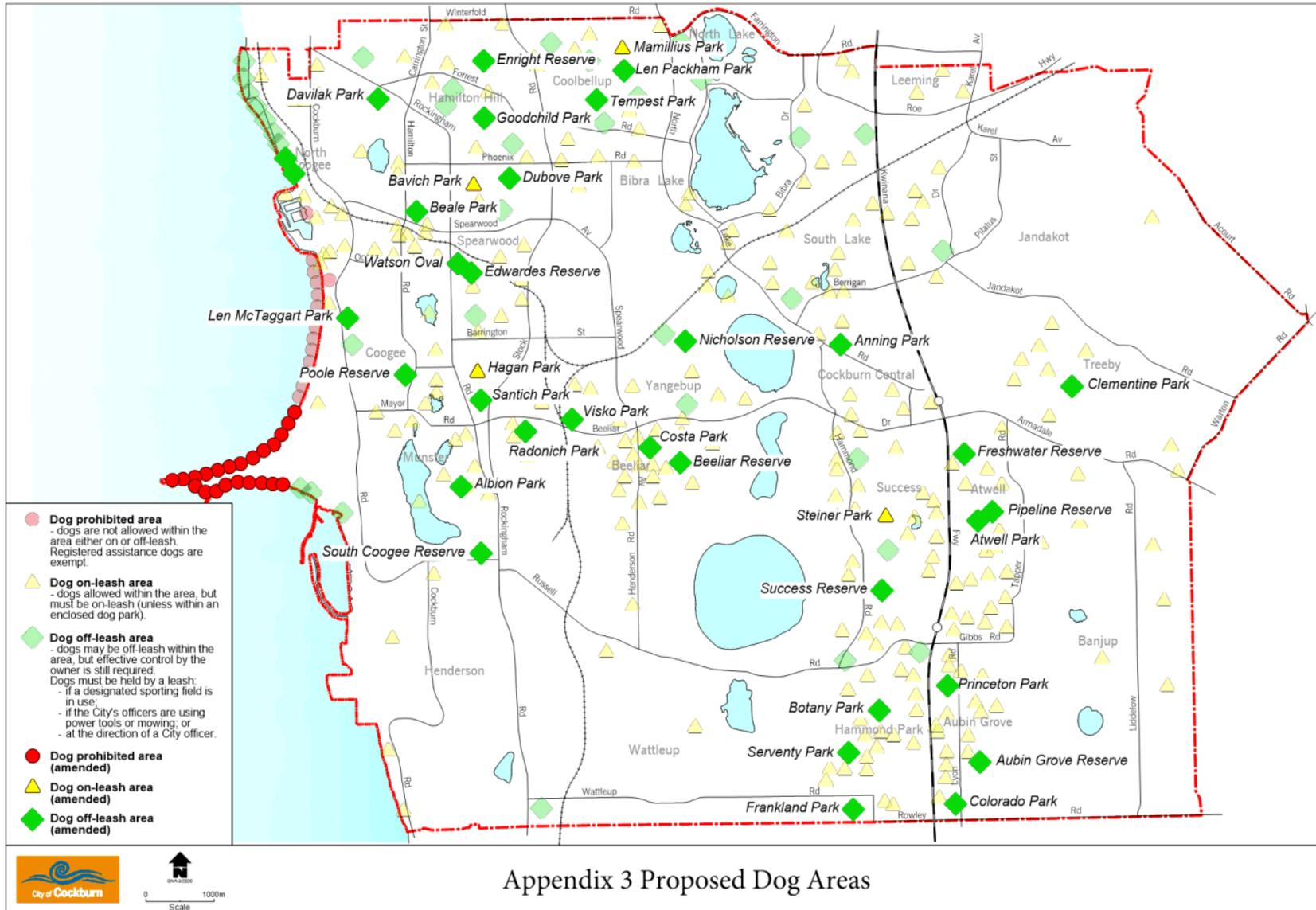
Appendix 2 – Dog and Cat Best Practice Guidelines

Dogs:

Best practice guidelines	<ol style="list-style-type: none"> 1. Sterilise (desex) your dog for medical and behavioural benefits and to prevent unwanted litters. 2. Complete dog obedience training. 3. See to the welfare and social needs of your dog, including proper diet, hygiene to prevent parasites, and medical attention. 4. When encountering other people or animals, recall and restrain your dog until both parties have moved apart to a safe distance or agreed they are happy to engage. 5. Make ethical and considered choices when acquiring a dog. Source dogs from a credible source and educate yourself about the needs and characteristics of different breeds when making a choice.
---------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Cats:

Best practice guidelines	<ol style="list-style-type: none"> 1. See to the welfare and social needs of your cat, including proper diet, hygiene to prevent parasites, and medical attention. 2. Make ethical and considered choices when acquiring a cat. Source cats from a credible source.
---------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------



Appendix 3 Proposed Dog Areas

Appendix 4 Proposed Future Dog Parks

Facility Name	Location
Macfaull Park	

Facility Name	Location
Radonich Park	

Proposed Enclosed Dog Park features:

	<p>Sensory aids</p>
	<p>Better signage, including dog obedience training aid information</p>

	<p>Improved layout of agility equipment</p>
	<p>Remove grass from around water fountain locations</p>

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17.2 COCKBURN ARC HEALTH AND FITNESS AREAS FEASIBILITY STUDY - FINAL

Author(s)	T Moore and B McEwin
Attachments	1. Cockburn ARC Health and Fitness Areas Feasibility ↓ 2. Financial Forecast - 10 years ↓

RECOMMENDATION

That Council:

- (1) notes the feedback received on the Draft Cockburn ARC Feasibility Study for Health and Fitness Areas;
- (2) adopts the Cockburn ARC Health and Fitness Areas Feasibility Study (refer Attachment 1);
- (3) endorses Design Option D included within the Cockburn ARC Health and Fitness Areas Feasibility Study as the preferred design option;
- (4) considers allocating \$550k within the 2020/2021 annual budget deliberation process to complete detailed design and tender documentation; and
- (5) notes that a budget item for construction will be presented as part of the 2021/2022 annual budget deliberation process.

Background

Cockburn ARC opened in May 2017 and since this time has performed well over expectations in terms of attendances and membership numbers. This has put particular pressure on the Health and Fitness Areas of the facility, with issues such as access to equipment and classes being experienced on a regular basis by members.

In early 2019, the City commenced a feasibility study process to investigate the need to expand and redesign the Health and Fitness Areas. Carabiner (formerly known as Sandover Pinder) was commissioned to assist in the development of potential design options.

The development of the design options and the feasibility study itself included a significant amount of community engagement with members and the broader community.

The preferred design option has since been presented to the community for a period of public feedback with a very high level of support received.

A briefing session on the outcomes of the community consultation and recommended final concept design was provided to Council at a briefing session Thursday, 20 February 2020.

As such, the Final Draft Cockburn ARC Feasibility Study (Attachment 1) is now presented to Council for consideration.

Submission

N/A

Report

The Draft Cockburn ARC Health and Fitness Area Feasibility Study is intended to consider the need for potential expansion of the health and fitness areas.

The process undertaken in the development of the Study has involved an extensive period of research, strategic analysis and planning, with the key stages of work undertaken, in particular:

- Document review.
- Demographics and community profiling.
- Community engagement and needs assessment.
- Audit of existing spaces.
- Demand gap analysis.
- Development of concept designs.
- Drafting the final feasibility study.
- Seeking public feedback on preferred design.

The Study outlines four (4) potential design options as follows:

Option A: \$6.35M

Option B: \$6.35M

Option C: \$5.85M

Option D: \$4.95M

An options analysis was completed on the basis of a range of performance criteria to determine the best possible design. Following this analysis and feedback received from the community and members, the preferred design option was recommended to be Option D.

The proposed expansion as per the Option D Design includes the following key elements:

- Increasing the gym floor space to 1500m².
- Increasing the Body and Mind Studio to 250m²,
- Relocating and modifying the main group fitness studio,
- Relocating and modifying the indoor cycle studio,
- Converting existing administration spaces to increase gym floor space,
- Moving the administration spaces to other areas within the facility.

Overall this process will result in an additional 663m² of floor space.

As part of a comprehensive public engagement process, local residents and key stakeholders were invited through email, social media and the City's website to go to the Comment on Cockburn portal and respond to a series of questions in relation to the Draft Health and Fitness Areas Feasibility Study.

In total, 2936 comments and individual feedback were received across the two public engagement processes. There was overwhelming support for the key proposed changes to the health and fitness areas as outlined within Option D.

In summary, following a detailed analysis of potential design options and a significant amount of community engagement, it is recommended that Council support Option D as being the preferred design option for the expansion of the Health and Fitness Areas at Cockburn ARC.

Strategic Plans/Policy Implications

Community, Lifestyle and Security

Create and maintain recreational, social and sports facilities and regional open space.

Provide for community facilities and infrastructure in a planned and sustainable manner.

Leading and Listening

Provide for community and civic infrastructure in a planned and sustainable manner, including administration, operations and waste management.

Budget/Financial Implications

The total cost for the Design Option D is \$4.95M inclusive of all design requirements.

Should Council be supportive of the proposed expansion project the following delivery timeline is proposed, with the budget amounts to be considered as part of Council's annual budget deliberation processes:

- 2020/2021 - \$550k – Design and Tender documentation
- 2021/2022 - \$4.4M – Construction

Given the significant amount of state and federal funding, which was only provided three years ago, it is unlikely that any further external funding can be sourced on this occasion. As such the project is

proposed to be 100% municipal funded at this stage, however staff will further investigate potential external funding opportunities as the project progresses.

As part of the feasibility study process, operational budget forecasting has been completed, which outlines four potential scenarios as shown in the following and Attachment 2;

- a) No Expansion
- b) Realistic Membership Performance
- c) Unrealistic Membership Performance
- d) Worst Case Membership Performance

On the basis of achieving the realistic membership scenario this would provide a net surplus of \$622k in the first full year post construction as compared to a \$1.2M net loss should the expansion not be completed.

Based on this financial performance forecasting, it is estimated that the payback period for expanding the health and fitness areas will be achieved within approximately eight years, estimated on a realistic membership projection.

Legal Implications

The provisions of the *Local Government Act 1995* apply in relation to the necessary procurement requirements (ie: tender processes).

Community Consultation

As part of the development of the feasibility study, the City completed two rounds of community engagement in February 2019 and November/December 2019.

This consisted of the following opportunities:

- Comment on Cockburn
- Direct Member emails
- Drop in sessions

Across the two periods of engagement a total of 2936 responses were received.

During the community engagement period, recently held in December 2019, the community was canvassed for their level of support for the proposed expansion, with each component receiving over 95% support.

The summary reports of the two engagement processes are shown as appendix in the Cockburn Arc Health and Fitness Areas Feasibility.

Risk Management Implications

Should Council decide not to support the Draft Cockburn ARC Feasibility Study for Health and Fitness areas, there is a “Substantial” likelihood of reputational risk that if the project continues to be delayed, the identified community needs in terms the amount of space required in the Health and Fitness Area, will not be able to be met. This risk will only become greater as the population in this area grows.

Advice to Proponent(s)/Submitters

Those who lodged a submission on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

Nil



Cockburn Aquatic Recreation Centre

Feasibility Study for Health and Fitness Areas



Vision statement of "more people, more active, more often"

23 March 2020

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Executive Summary

The Cockburn Aquatic and Recreation Centre located in Cockburn Central officially opened May 2017. In the first year of operation, the number of attendances reached 1.36 million, which was 45% more than projected in previous studies and business cases. The number of attendances in the second year of operation is seen to level out with an estimated 1.4 million attendances. While customer metrics remain positive (community scorecard, Facebook, Google), there was an average of 312 member cancellations per month within the last year. 18% of cancellations are attributed to the reason of overcrowding. The facility is financially sustainable, meeting operational costs and has built up a growing reserve account to support any future works. A needs and feasibility study commenced late 2018 to investigate options for improvement and reduced cancellation. This study particularly focuses particularly on the Health and Fitness Areas, while also keeping the whole facility and interaction between spaces in mind. It explores various options for expansion and redesign, and recommends an outcome to ensure the facility remains resilient, financially sustainable and with capacity to serve an active lifestyle for more members.

Consultation held during February / March 2019 discovered key issues that have been further considered in the study and design solutions. Underpinning these issues appears to be the fact that the facility reached membership capacity in February 2018. Through a widely participated survey, with nearly 2000 responses, the members identified overcrowding in the gym space. In terms of the group fitness rooms, there was a level of dissatisfaction with the size of group fitness studios (particularly mind and body studio) and there being too many participants in group fitness areas (particularly the main group studio). There was also an issue of noise transfer between group fitness areas. Particularly at peak times people were unable to book group fitness classes or use equipment. It was recognised operationally that there was an opportunity for more effective location of spaces, such as expanding the gym area with views along the window wall, and separating group fitness rooms to enable greater lighting and noise control.

To address the above concerns, the City appointed an architect in early 2019 to develop a number of design options for the expansion of the health and fitness areas at Cockburn ARC. A *Design Options Report* was prepared looking at various opportunities for expansion and repurposing of spaces to increase the overall floor space within the health and fitness areas. Of the four designs presented within the report, Option D was identified as the most suitable solution, presenting the best value for money when comparing the estimated costs with the benefits it would generate and overall increase in floor space it would provide. This design also presented the most affordable solution to expand the health and fitness areas, with the overall capital costs estimated as approximately \$4.95M, whilst also achieving the largest increase in floor space when compared to the other design options.

To further investigate the financial implications for the proposed expansions on operating income and expenditure, a financial modelling exercise was undertaken, looking at revenue, expenditure and net position forecasts for the next 10 years based on membership performance. This exercise considered realistic, unrealistic and worse case scenarios, all of which displayed a positive financial net position for the ARC by 2020-21, and significant improvement over the 10 year period.

In order to manage the overall cost of the recommended design option and operational impact, a phased implementation process of Design Option D is recommended. Subsequently, it is therefore recommended;

That Council:

1. Endorses the Cockburn Aquatic Recreation Centre Feasibility Study for Health and Fitness Areas.
2. Considers allocating \$550,000 for design as part of 2020/21 Annual Budget deliberation process.
3. Considers listing a further \$4.45 million for construction in 2021/22 within the Long Term Financial Plan.

1.0 Introduction

The City of Cockburn is located in the southern suburbs of the Perth Metropolitan Region, approximately 20 kilometres from the Perth CBD.

In recent years, the City has experienced rapid growth which according to current forecasts is set to continue for at least the next twenty years. The population is currently estimated to be 112,000 people in 2020 and expected to grow to 167,751 people in 2036.

Problem Statement – Population growth and high level of popularity will continue to place pressure on the demand for activities within the Aquatic Recreation Centre (ARC). The management team at the ARC facility have prescribed that the aquatic areas are functioning relatively well; however that the current area allocation for the health and fitness areas is inadequate for current and future demand.

Purpose of Study – The purpose of the report is to establish a vision for facility management, with financial and operational staging of major works for the next five years. The underlying intent of the works program is for the ARC to support further participation and memberships, particularly within the Health and Fitness Areas which are currently at capacity. It is also envisaged that these works will ensure a more sustainable operation.

In line with the development of all community facilities, the Aquatic Recreation Facility will be guided by the City of Cockburn's facility planning principles adopted as part of the *Community, Sport and Recreation Facilities Plan*:

- **Multi-functional/co-located facilities** – Community and sport facilities should be designed in such a way that they are multifunctional and flexible spaces which can cater for a variety of user groups. The intent of such facilities is to create a community hub of services and facilities which in turn builds on the overall sense of community.
- **Community Engagement** – The community are to be consulted with and engaged to ensure that the provision of the community and sport facilities meet the needs of the community.
- **Upgrading of existing facilities** – There should be a focus on maximising the capacity of existing facilities to cater for the community needs particularly in the older suburbs where infill is proposed to occur.
- **Consistency and Equity** – Community and sporting facilities should be provided across the district in a consistent and equitable manner.
- **Accessibility** – Community and sport facilities should be accessible to people with a disability and located in a manner which ensures optimal access via public transport, path networks and roads. Locating facilities central to their catchment and in densely populated areas also ensures that a large number of people can access and benefit from the facility.
- **Responsible provision** – Community facilities will be delivered and maintained in a socially, economically and environmentally responsible manner.

2.0 Methodology

The methodology follows numerous sequential project phases. The process is underpinned by stakeholder and community consultation which is divided into three primary stages. In all these stages, the release of information is sequenced to the control group, then the executive, then ARC staff and then the community:

- Stage 1 – Needs Assessment – member survey to consult
- Stage 2 – Design Options – presentation and various interactive opportunities to involve
- Stage 3 – Final Recommendation - to inform

The project has been initiated following the background research and analysis to form the feasibility study and project requirements, the establishment of the project group and documentation, and the procurement of the architect. Concurrent to the procurement of the architect in early 2019, the first stage of community consultation involved the circulation of a member survey specifically focusing on the health and fitness areas.



Figure 1: Phased Methodology for ARC Feasibility Study

Based on the background research and analysis prepared by the City and the member survey outcomes, the Architect prepares a design options paper detailing the various options, with rationale, cost and an assessment of the advantages and disadvantages of each. The second stage of consultation revolves around workshopping the design options with the member base and reporting on the consultation outcomes. The consultation outcomes influence the final recommendation report, which is to be presented to the executive leadership team and then to Council. The members will then be informed of the outcomes and these outcomes are integrated in to finalise the feasibility report. The feasibility report will then go to Council for adoption to enable implementation.

3.0 Document Review

The City had undertaken a significant amount of previous planning in the initial development of the Cockburn Aquatic Recreation Centre. The intent of this study is to build on that previous work and develop specifications to redesign spaces to be in tune with the growing needs of the community as well as build resilience for the foreseeable future. As such, the previous plans and studies were reviewed to ensure that the outcomes of those studies were considered as part of the planning process. These include:

- City of Cockburn, 2018. *Cockburn ARC 12 Month Summary*.
- Cockburn Central West *Regional Physical Activity and Education Centre* – Summarising the Case for Investment (Promotional book), Prepared for Fremantle Dockers, City of Cockburn, Curtin University.
- Warren Green Consulting, November 2014. *Cockburn Regional Aquatic and Recreation Centre – Business Operations and Management Plan*. Prepared for City of Cockburn.
- Gemba, August 2013. *Regional Aquatic and Recreation Centre / Elite Training Centre – Cockburn Central West – Final Business Case (Commercial in Confidence)*. Prepared for City of Cockburn and Fremantle Football Club.
- City of Cockburn, April 2013. *Community Consultation Report - Cockburn Central West Regional Physical Activity and Education Centre*.
- Davis Langdon, April 2013. *Regional Aquatic and Recreation Centre Facility – Business Plan Review*. Prepared for City of Cockburn
- Coffey Sport and Leisure, October 2012. *Aquatic and Highball Facility Feasibility Study Final Report*. Prepared for City of Cockburn
- Coffey Sport and Leisure, August 2012. *Background Information for Tour*. Prepared for City of Cockburn.

4.0 Regional Context

Perth and Peel @ 3.5 million

To realise the vision of Directions 2031 and beyond and the State Planning Strategy 2050, the Western Australian Planning Commission has created a series of detailed draft planning frameworks. The Perth and Peel @ 3.5million strategic suite of documents has been developed to engage the community in open discussion on expectations of what our city should look like in the future, on how we can maintain our valued lifestyle and on how we can realistically accommodate a substantially increased population.

The final report sets a target population for City of Cockburn as 162,000 people by 2050. Half of this population growth is determined to be from infill and the other half from Greenfield development. This gives an indication of the potential built out population that the City of Cockburn will service in the future. Forecast ID predicts 167,751 people by as early as 2036, which is an increase of approximately 50,000 people in City of Cockburn.

From a sporting and facility provision perspective, the Perth and Peel report notes that “Cockburn Central has the potential to be a key commercial and retail service provider in the sub-region while also leveraging potential synergies with health, sport/recreation and education facilities to become a sports/recreation and health precinct” (Perth and Peel at 3.5 million, page 33).

This frames the City of Cockburn as an ideal location for higher level sports facilities and health services that tend to service areas beyond those contained within the local government boundaries. The ARC is strategically located in the heart of this sport, recreation and health precinct continuing to service a large and growing catchment of people.

Metropolitan Area

The Cockburn ARC is centrally located within the City of Cockburn and also in the southern Metropolitan area. The following map provides an indication of recreation facilities provided by local governments within each local government boundary area. The Cockburn Aquatic Recreation Centre (ARC) is unique in providing a regional facility with an integrated offering. As a regional facility, it has been categorised as having a 12km catchment area, while all other district facilities are considered to have a 6km catchment. The ARC is centrally location in the south Metropolitan area bordered by numerous local government areas, including Cities of East Fremantle, Mellville, Canning, Armadale, Serpentine-Jarrahdale and Kwinana. The popularity of the facility is proven as widespread with the ARC’s membership being almost two fold that of the recreation facility with the next largest membership base (Craigie Leisure Centre).

The local government facilities located nearby the Cockburn Aquatic Recreation Centre are:

- Lakeside Recreation Centre – approx. 7 km north
- Wally Hagen Recreation Centre – approx. 10 km north west
- LeisureFit Booragoon – approx. 13 km north
- LeisureFit Melville – approx. 14 km northwest
- Fremantle Leisure Centre – approx. 15 km northwest
- Riverton Complex – approx. 15 km northeast
- Armadale Aquatic Centre – approx. 17 km east
- Kwinana Requatic – approx. 21 km southwest
- Leisure World, Gosnells – approx. 21 km north east

While not mapped, there are ample private facilities within the City of Cockburn. These include Goodlife, Snap, Jets, Raw, Round 1 Fitness and F45. These commercial entities are a further testament to the participation in health and fitness activities within the City of Cockburn.

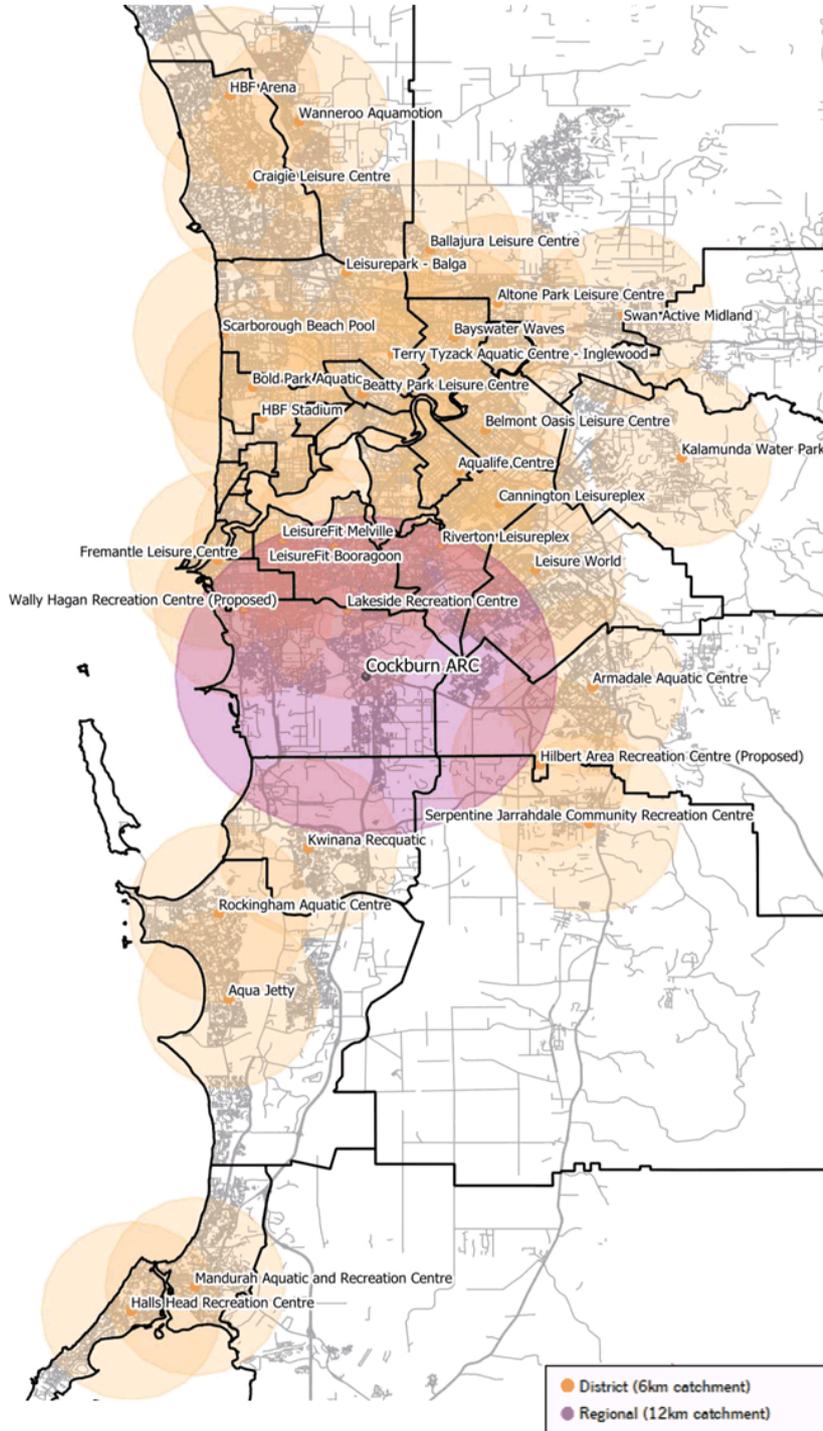


Figure 2: Public Recreation Centres in Metropolitan Western Australia

5.0 Site Analysis

Local Context

The ARC is conveniently located in Cockburn Central's activity centre. There is a key train station at Cockburn Central which encompasses frequent interchanges for buses. There are also several other essential services located walking distance. Additionally there are existing residential areas in Cockburn Central Town Central and lower density residential areas in the surroundings as well as further residential development planned for Cockburn Central West. The Cockburn Gateway City Shopping Centre is located south of Beeliar Drive, along with and Cockburn's Integrated Health and Youth facilities.



Figure 3: Site Context

Site and Parking

There are currently three public car parks that provide the public with a total of 583 bays. In addition, there is an exclusive Fremantle Football Club (FFC) Staff and Players car park with 66 bays, and secure car park (SCP) with 33 bays. The public car parks service both the Cockburn ARC and Legacy Park which, in terms of sports, is currently unallocated.



Figure 4: Current Parking Availability surrounding ARC (583 Bays)

Future development and growing demand for the facilities will continue to place pressure on the parking areas. Public carpark number 3 that is currently servicing ARC patron parking is proposed to become the City of Cockburn's new administration centre location, with construction expected to occur in the next four to five years. Additional car parking can be accommodated in the Western Power easement with an estimated 260 bays north of the existing car parks and a further 160 bays estimated south to function as overflow parking. In addition to this, there is potential to utilise Legacy Park for the purpose of overflow parking on larger event days in the future, with space available for approximately 600 bays. Considering the below proposed additional parking areas, the total number could grow to approximately 850 public car parking bays to service the ARC, Legacy Park and the new Council and Administration Centre, with the potential for an additional 600 bays being made available for extraordinary events.

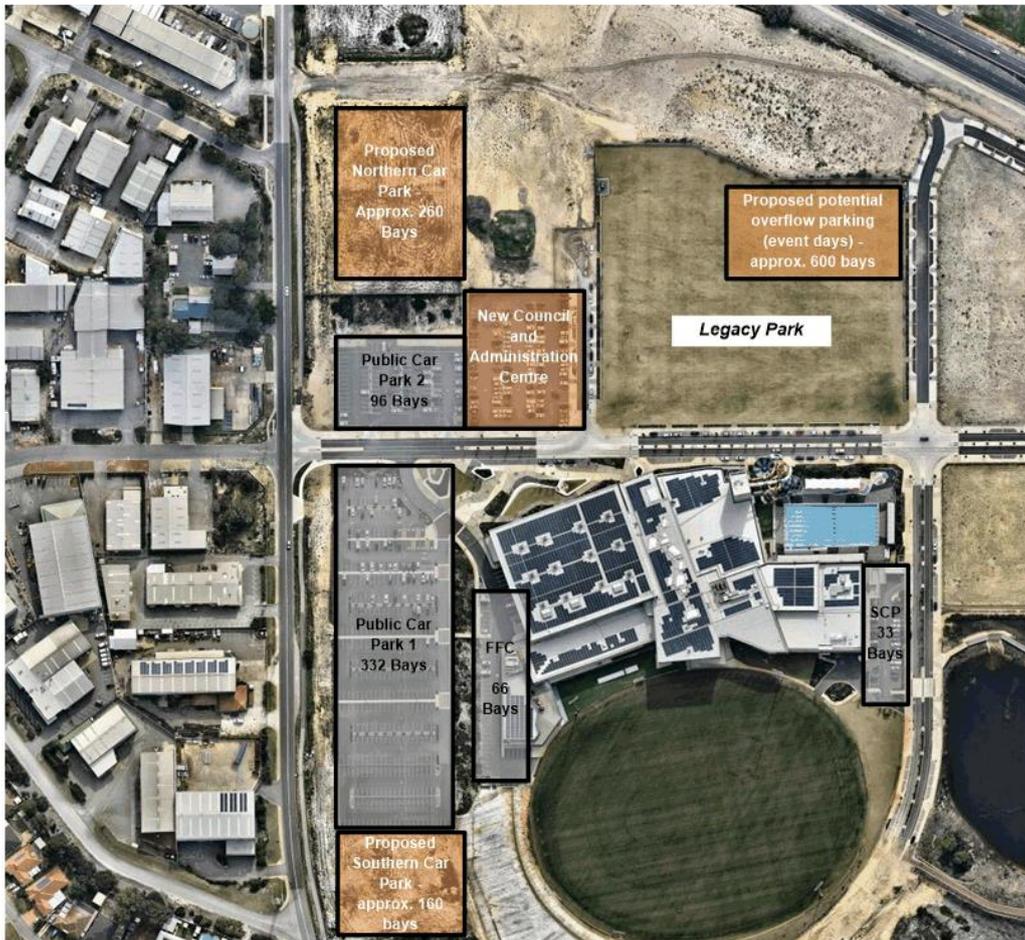


Figure 5: Future Parking Availability surrounding ARC (approx. 850 car parking bays)

Connections / Transport

The ARC is located within a 700m walk from the Cockburn Central Train Station. There are ten different bus routes departing Cockburn Bus Station, however only one bus route passes the ARC in close proximity. The closest bus stop is on the corner of Davison Road and Poletti Road which is connected by Bus 514. The bus stop requires pedestrians to cross Poletti Road which is anticipated to become a dual carriage road. The location of the bus stop and the limited frequency of buses has been identified a concern by aging residents who highly value connectivity by public transport.

Currently the bus routes from Cockburn Central include three routes to/from Aubin Grove Station, two routes to/from the Murdoch area, four to/from Fremantle Station and an infrequent route to/from Bibra Lake.

There may be an opportunity to renegotiate some of these bus routes to ensure that there is direct access and a bus stop at the ARC. This is driven by factors such as demand, accessibility, and sustainability. The City's future administration building, as well as limited direct access and parking at Legacy Park, will further support the justification for bus routes and a bus stop closer to the ARC. The bus stop could be centrally located and integral to servicing the recreation and administration precinct.

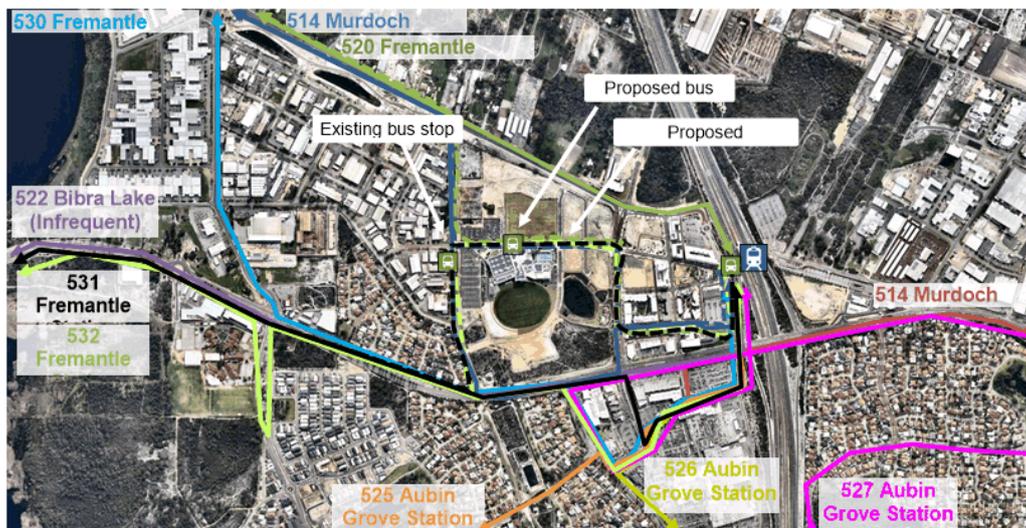


Figure 6: Current and Proposed Bus Routes

Catchment – members per location

The Catchment of the ARC is representative of a regionally servicing facility. Majority of the membership base is within 10km of the facility residing in suburbs of the City of Cockburn. Another portion of members are within an approximate 30km catchment including City of Armadale's Piara Waters and Harrisdale to the east of the ARC, Canning Vale and Leeming to the north-east, areas of City of Melville and City of East Fremantle to the North, areas to south including Wandi and Oakford, and areas nearing the freeway such as those in City of Kwinana and Rockingham. A smaller portion of the membership base is residing beyond a 50km distance of the ARC. The extent of the catchment is widespread with members located as far as 130km North in Lancelin, 350km South East to Southern Cross and 120km South to Binningup.

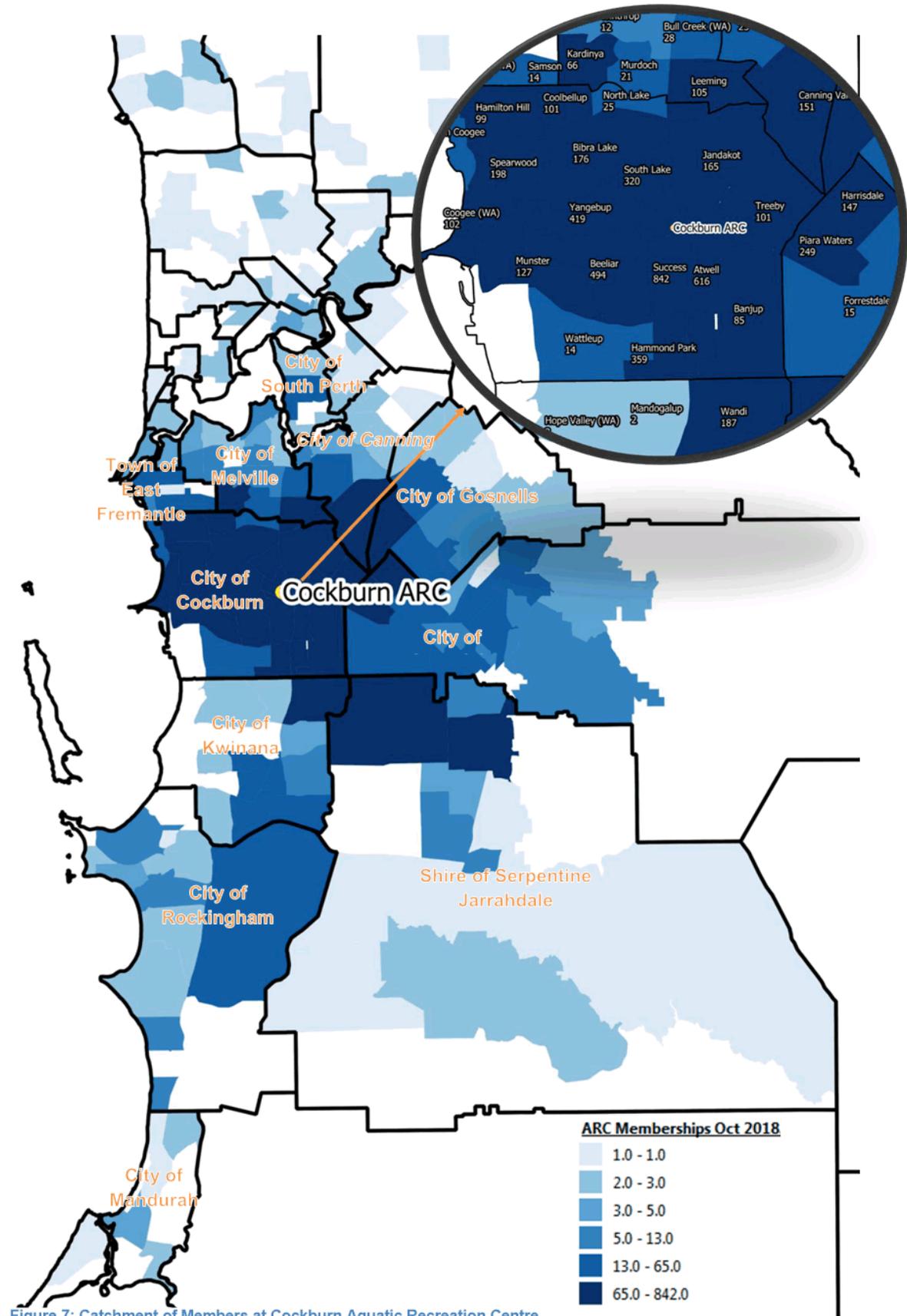


Figure 7: Catchment of Members at Cockburn Aquatic Recreation Centre

6.0 Population Forecasting

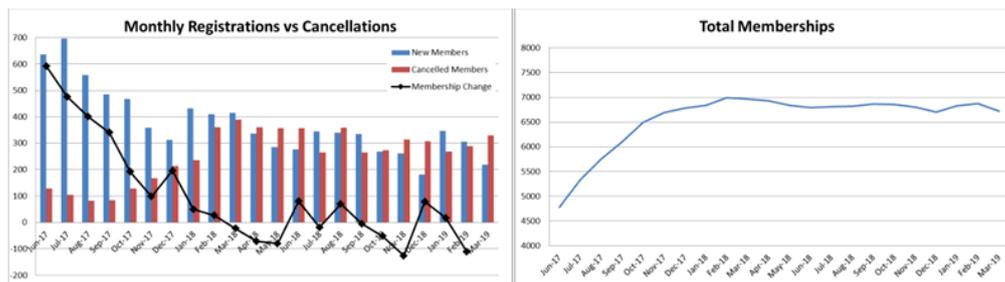
The City of Cockburn has experienced significant growth over the past 10 years and this growth is forecasted to continue over the next 10-20 years. In particular, the next 10 years is forecasted to be the key period where the most significant growth will occur.

Understanding the significant impact which demographics and population growth have on the provision of community and sporting facilities, was an important step in gaining an recognising the community's future facility requirements.

Membership growth

The Cockburn Aquatic Recreation Centre (ARC) opened in May 2017, and had a total of 4779 members in the subsequent month. This membership base grew to peak at with 6991 members in February 2018. Subsequently, the total membership growth has stagnated. The total membership remains consistent and fluctuates slightly around a twelve month average of 6818 members.

Underlying the total membership are the changes in registrations and cancellations. The registrations were high following the opening of the facility, and have subsequently reduced to a twelve month average of 359 new members per month. The cancellations follow the reverse trend, whereby these were low following the opening of the facility and have subsequently increased to a twelve month average of 288 members per month. Most recently, the number of cancellations has been relatively on par with the number of new members. Since April 2018, the monthly cancellations have even exceeded the number of new memberships on numerous occasions causing negative growth in the total memberships.



A main contributor to this stagnation appears and could be logically correlated to a limit in capacity and/or a lack of space. Further supporting this reasoning is the indication that 18% of the people who had cancelled had attributed their cancellation to the reason of 'facility overcrowding'.

Population Growth & Market Potential

The membership base is not expected to grow significantly unless there are strategic modifications in building space and layout, and/or operations. Assuming no limit in building capacity and consistent participation rates (%) for each local government area, the facility would see continued growth in interest driven by increasing population (refer to figure 8). The population for the indicated local government areas is to grow by 48% from 2018 to 2036. In light with this trend, the membership at the ARC could reach nearly 10,000 people by 2036, which is equivalent to an increase of approximately 173 members per year. While this is not realistic given the current capacity of the building spaces and activities, it does give an

indication of the impact of population growth on projected membership interest and the increase in market potential.

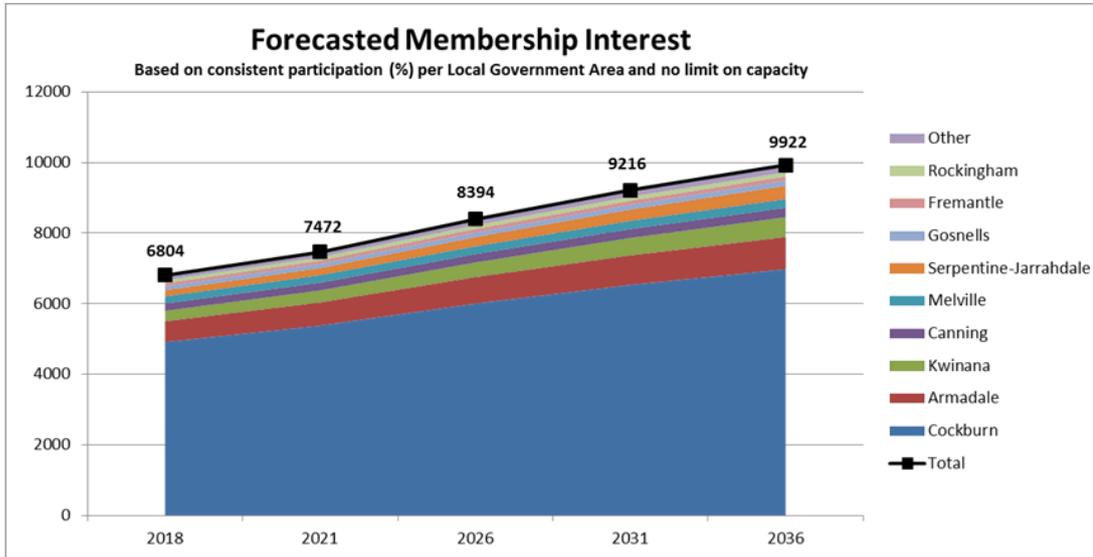


Figure 8: Forecasted Membership Interest (based on population growth, consistent participation and no capacity limit)

7.0 Functional Areas

Existing Layout and Use

In the 2017/18 financial year, the Cockburn ARC recorded close to 1.4 million attendances. Nearly half of these attendances were for the aquatic centre use. Another 27% of attendances were recorded for the health and fitness area, closely followed by 22% of attendance for activities within the six-court stadium and 2% for the Fremantle Football Club and other functions.

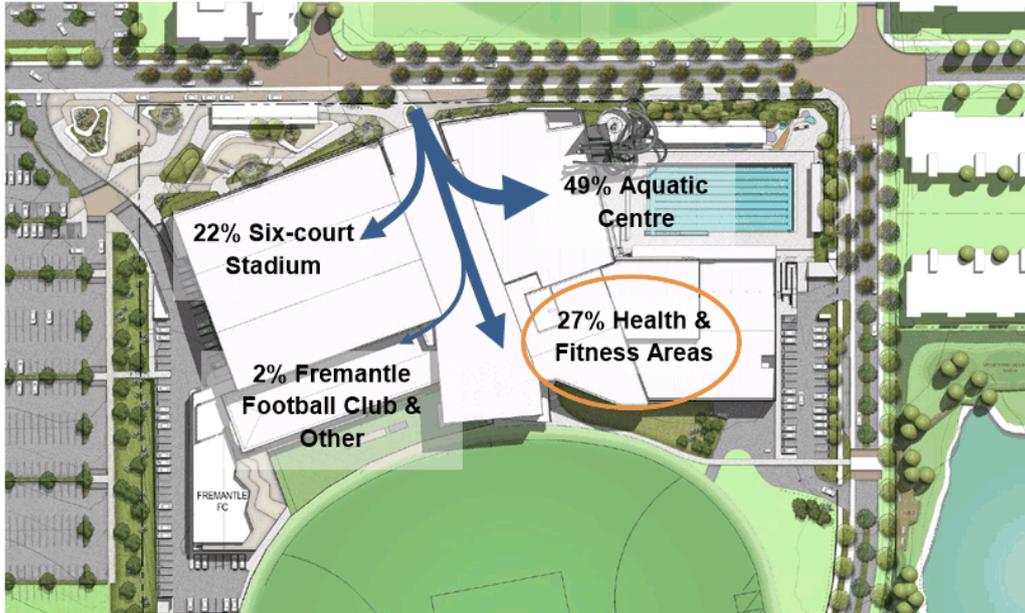
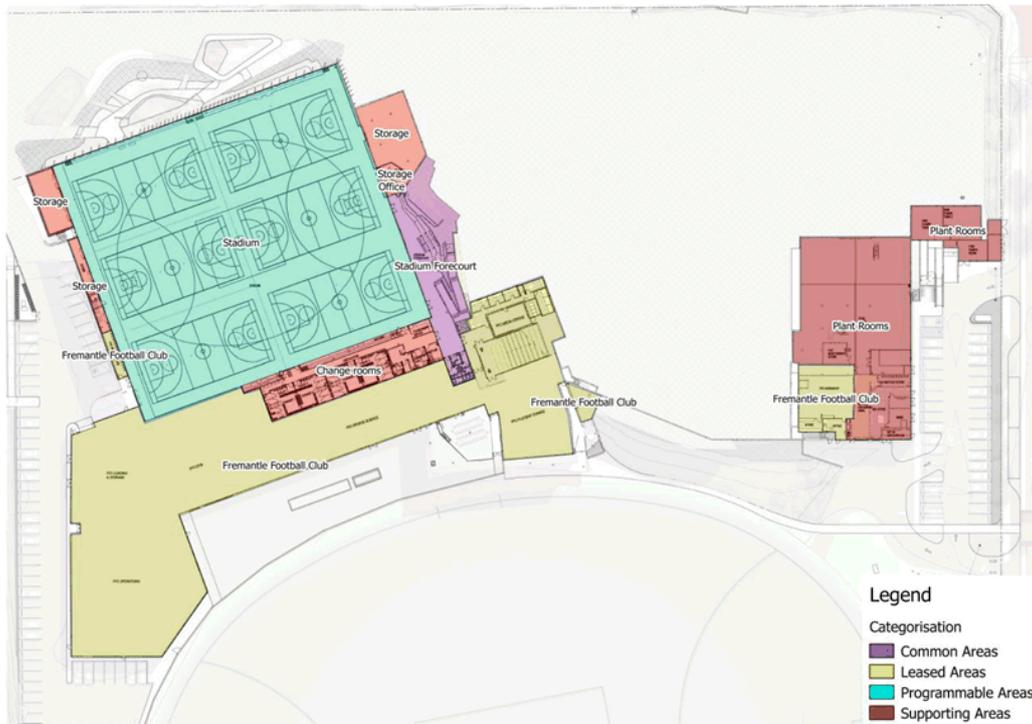


Figure 9: Areas of Visitation at the ARC

Lower Ground

The lower ground includes the six court multi-use stadium, the stadium forecourt, Fremantle Football Club (FFC) administration, and the plant rooms.



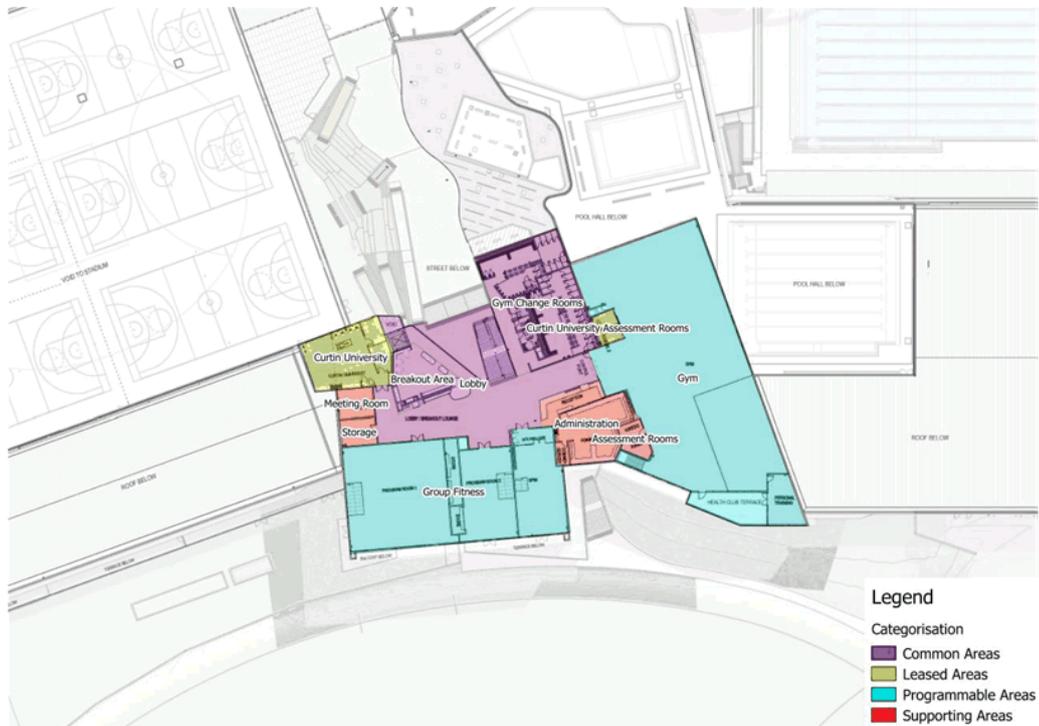
Upper Ground

Entry is through the upper ground area into the foyer and the level is largely comprised of the aquatic areas. The upper ground also includes the administration area, the children's services and play areas, Fremantle Football Club's administration, meeting rooms and function centre, plant rooms and the leased areas to the café, the shop and allied health services.



Level 1

The upper level is where the gym and group fitness studios are located. Furthermore, the upper level contains administration, the leased area to Curtin University, a break out area, a meeting room and a large set of change rooms.



Areas of Revenue

The level of revenue is demonstrated across the various functional areas. The below figure reflects the proportional level of revenue. It should be noted that images are purely revenue based only, and do not consider operational cost. The aquatics area brings in 47.48% of the total centre's revenue, however also incurs significant operational (particularly staff) costs. The gym area is the second largest revenue stream with 31.94% of the total revenue, and the ongoing operational costs are relatively low. The stadium contributes to 8.81% of the revenue and the group fitness classes together contribute to another 6.42% of the revenue. The health and fitness areas collectively raised 38.36% of the revenue, while having relatively low operational costs. The health and fitness spaces being at or near capacity and having low operational costs, gives rise to the notion that further provision of these areas would increase overall revenue and profit.

Distribution of revenue (%)

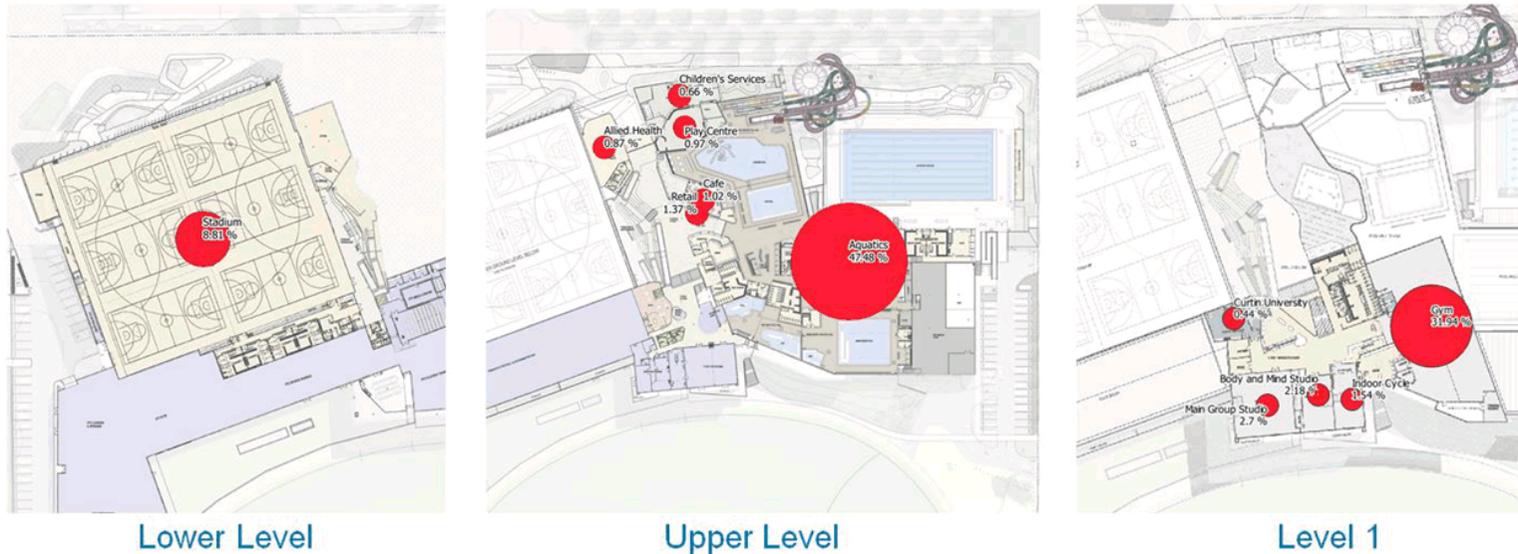


Figure 10: Proportional Distribution of Revenue (as percentage)

The figure below presents the level of revenue on a per area basis (\$/m²). While this gives a good indication of the revenue generation of the areas, it should again be noted that this does not consider operational costs. The highest revenue areas are the gym and group fitness areas and the retail area near the reception. The health and fitness areas therefore considered to be of the highest financial value within the facility.

Revenue / area (\$/m²)

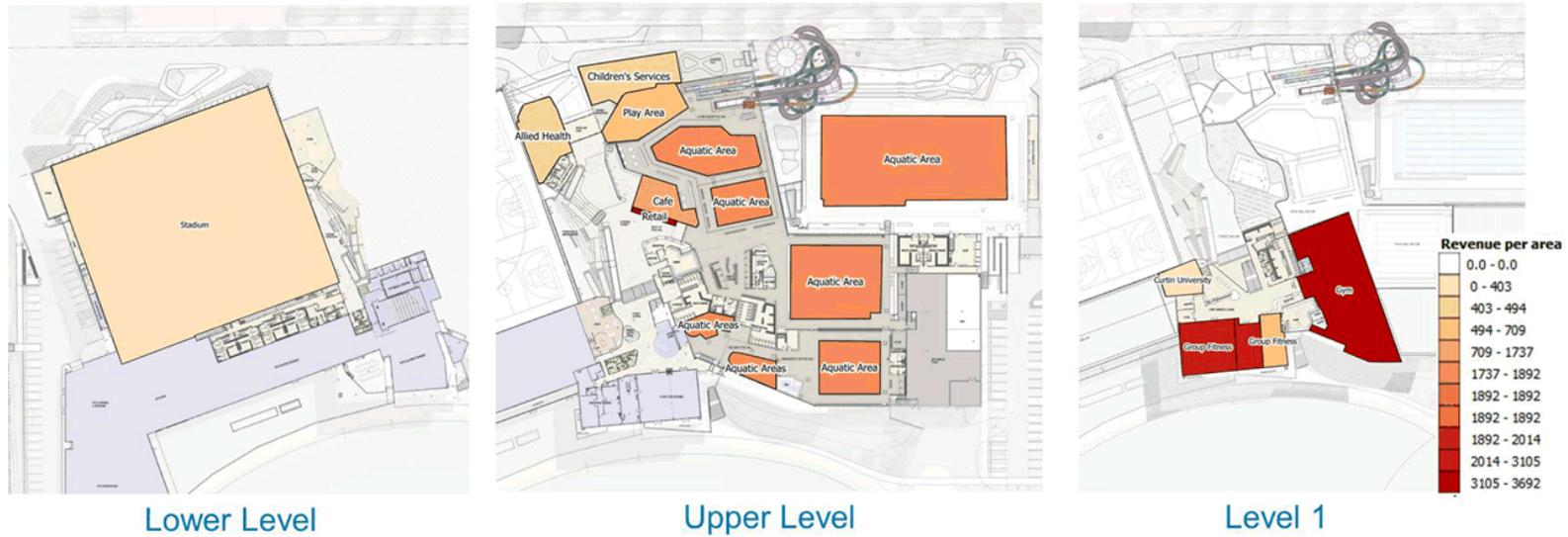


Figure 11: Revenue per Area (\$/m²)

Analysis of Areas

The play centre and breakout area have been identified as areas with minimal use and as having minimal to no financial return. These functional areas, amongst others that may be identified in the process, are to be considered for retrofitting to enable the design options to more sustainably cater for the needs of the community:

- Play Centre = 182m²
- Lobby / Breakout Lounge = 276 m²

The various group studio fitness rooms and the gym fitness area have been identified as not meeting current demands in their current configuration and/or size. These areas are profitable, and therefore are recommended for further expansion to meet the growing demand of the community:

- Program room 1 = 253.6m²
- Program room 2 = 113.3m²
- Indoor cycle = 102.8m²
- Gym / Health club = 900m² (not including assessment rooms)

8.0 Customer Behaviour

Demographics

Gender Breakdown

The ARC membership is comprised of 59% females and 41% males. The gender break breakdown varies for the different activities and spaces. The design intent would need to strive to ensure that there is a continued sense of accessibility and opportunity for both genders to participate in the gym and the group fitness classes.

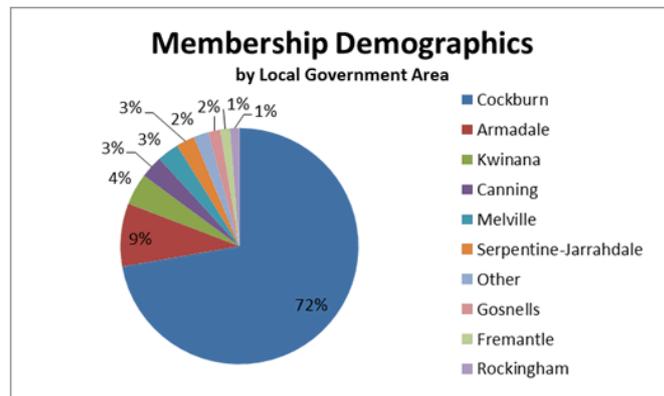
Age of Members

There is a wide distribution of age amongst the members at the ARC. The design would need to continue to cater for all ages and needs. The attendance of people for therapy and rehabilitation purposes is also common with the integrated offering of Curtin University, Professionals and Allied Health Services on site. The continued access of wheelchairs, and/or for those with mobility issues, will therefore remain of significance importance in the design for all ages and physical abilities. The age breakdown is as follows:

- 6% of members are younger than 19 years of age
- 20% of members are between 20 and 29 years of age
- 25% of members are between 30 and 39 years of age
- 19% of members are between 40 and 49 years of age
- 14% of members are between 50 and 59 years of age
- 10% of members are between 60 and 69 years of age
- 6% of members are older than 70 years of age

Location of Members

The location of the members is representative of a facility servicing a regional catchment. The membership is predominately underpinned by City of Cockburn residents comprising 72% of the membership base, followed by 9% of members residing in City Armadale, 4% from City of Kwinana and 3% from each of the Canning, Melville and Serpentine-Jarrahdale local government areas. The remaining 6% of the membership reside in other nearby local governments.

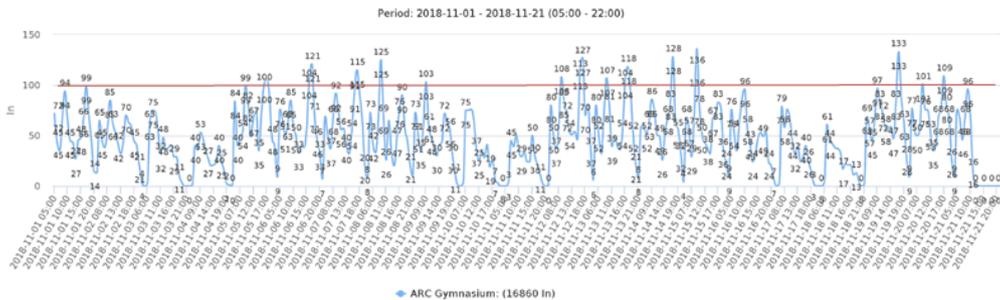


Areas of Use / Pressure Points

The number of visits to the various health and fitness areas provides an indication of usage patterns and peak attendance. This can be considered for the gym using the visitor counting system, VemCount, and for the group studio bookings records for the main studio, body and mind studio and indoor cycle. As a snapshot, it would appear that the gym and body and mind studio are under the most pressure to expand. The capacity of RPM studio appears to meet the current demands of the members, while the main studio may benefit from being expanded and having multiple rooms to accommodate further classes around peak times of attendance.

Gym

The number of attendances per hour is demonstrated below for the Gym area. The red line indicates a qualitatively based capacity of 100 people in the gym at one point in time. As indicated for the month of November 2018, this is exceeded on numerous occasions.



Main Studio

The main studio is considered to have a capacity of 45 to 50 members per group session, depending on the nature of the activity. The main studio typically holds Les Mills classes such as Body Attack, Body Balance, Body Combat and Body Pump. The Main Studio can be outlined as having:

- Approximately 80 classes per week
- 57% as an average occupancy rate (due to widespread timetabling)
- 4% of the classes sell out (3 out of the 80 classes)

The Mind and Body Studio

The Mind and Body Studio is considered to have a capacity of 24 members per group session. The style of classes typically held in the mind and body studio include Body Balance, Pilates, Meditation, variations of Yoga and Thai Chi, Zumba, and Box 45. The Mind and Body Studio can be outlined as having:

- Approximately 65 classes per week
- 81% as an average occupancy rate
- 26% of the classes sell out (17 out of the 65 classes)

ARC staff may on occasion relocate classes, such as Body Balance, to the Main Studio to increase capacity and following. These classes are not recorded in the above, however are expected to improve the following of these activities.

RPM Studio

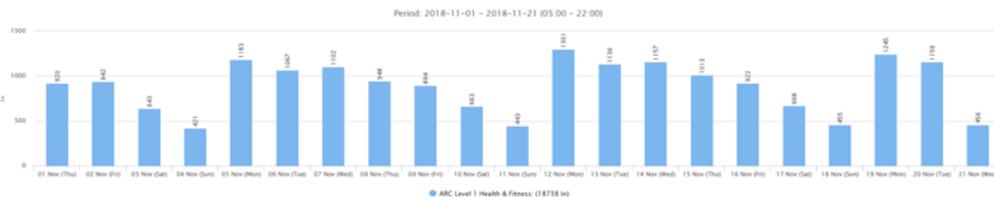
The RPM Studio is considered at capacity with 46 members per group session. This studio holds 50 bicycles to facilitate group indoor cycling workouts. The type of classes held in this studio would include RPM, RPM Extreme and Sprint. The RPM Studio can be outlined as having:

- Approximately 56 classes per week
- 41% as an average occupancy rate
- No classes sell out

Time of Use

The time of use of the health and fitness areas gives an indication of consumer behaviour and peak attendance. The time of use has been considered on a monthly basis, day of the week basis, and time of the day basis. The visitations to the health and fitness areas vary over the year with no clear pattern throughout the year.

The attendance during the week indicates a clear trend of visitation. The following data from November 2018 clearly indicates the highest rate of attending on Mondays, and this slowly declining over the week with lowest number of visits on Sundays. A similar trend is found for gym visitations.



The hourly visitors to the health and fitness areas in November 2018 also follow a distinct pattern. The time of use of the health and fitness areas is shown below. In the morning, attendance tends to peak between 8 to 10am during the week, and slightly early and long during the weekends between 7-11am. In the afternoon, there is a visitation peak from 4 to 7pm during weekdays, while the weekend does not appear to have an afternoon peak as such. The gymnasium attendance follows a similar pattern as described above.



9.0 Facility Benchmarks / Gap Analysis

Facility Comparison

The local government recreation centres with the largest average membership (2017/18) have been compared in the table below. The ARC has nearly two to three times the membership of the next largest (membership based) recreational facilities listed. The Cockburn ARC however does not have two to three times the size in health and fitness areas provided to their members. The ARC has a total health and fitness area of 1367m², which is closely followed with numerous other recreation centres that provide over 1000m² of health and fitness space.

The areas of the main studio (253m²) and secondary studio (113m²) in the ARC are on the lower end of the scale. The size of the group fitness areas provided in the ARC would represent a deficiency in space even in the other recreation facilities (based on membership numbers), therefore this issue is only magnified at the ARC (which boasts two to three times these membership numbers).

The indoor cycle room at the ARC is considered to be on par when compared to the relative size of the other indoor recreation centres. The indoor cycle areas of the other recreation centres vary from 32m² - 80m² and in some cases, such as Mandurah Leisure Centre, are not provided at all. The area at the ARC would appear representative of such space, as it generally functions solely for cycling activity, does not compete with other group classes, and the frequency of the classes can be increased to meet the members' needs. The room is currently underutilised in terms of class occupancy, due to size of the room.

The gym size at the ARC deceptively seems significantly higher than the other recreation facilities, however represents significantly more members competing for gym area than in the other recreation facilities. While expansion may be required, efficient use of the gym floor will need to be considered in both a current and future scenario.

	Total Health and Fitness Area (incl. Gym, Group Fitness & Spin areas) m ²	Gym size m ²	Group fitness (main studio) m ²	Group fitness (secondary studio) m ²	Group Fitness indoor cycle m ²	Average Members
Cockburn ARC	1367	900	253	113	101	6880
Craigie Leisure Centre	1065	520	320	200	32	3800
Mandurah Leisure Centre	1098	500	378	190	None	3491
Beatty Park Leisure Centre	1320	718	308	214	80	3198
Aqualife	800	Data Not Provided				3122
Bayswater Waves	1204	789	263	152	60	2823
HBF Arena	642	355	211	-	54	2769
LeisureFit Booragoon (MAFC)	1142	630	237	195	79.5	2629

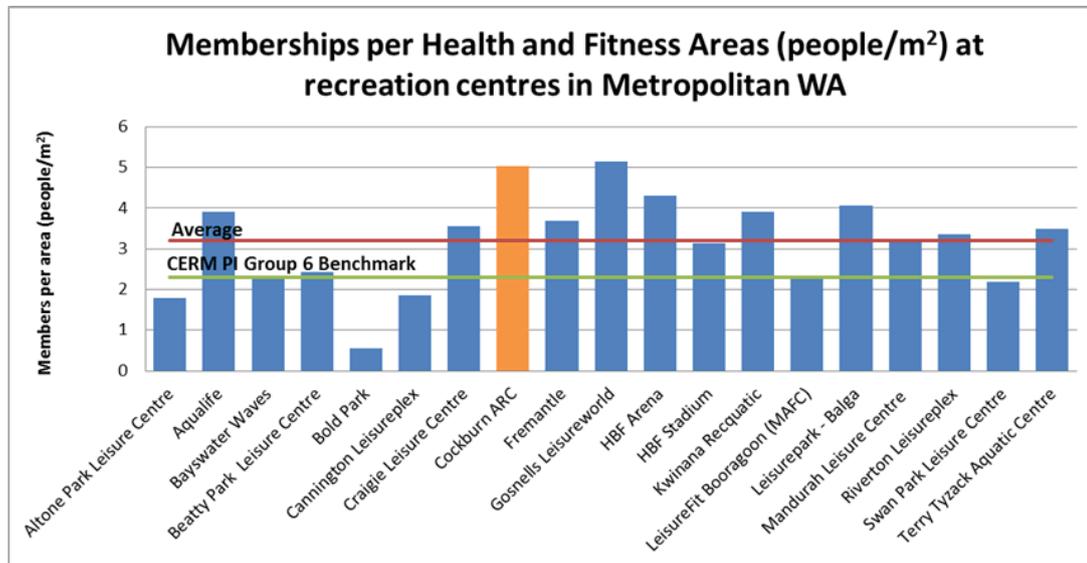
Benchmarking

The two spatial benchmarks used from the University of South Australia’s Centre for Environment and Recreation Management (CERM 2017/18) related that group recreation centres with equivalent functionality (in this case group 6) are:

- 2.3 memberships per square metre of gym/fitness areas.
- 78 visits per square metre

Members per Health and Fitness Areas Benchmark

The health and fitness areas at the ARC are benchmarked against the recreation centres in the Metropolitan area of Western Australia and the Centre for Environment and Recreation Management (CERM) benchmark.



The Cockburn Aquatic Recreation Centre (ARC) has a comparatively high number of memberships (6,880) for the health and fitness area currently available (1367m²). This equates to the Cockburn ARC having a ratio of 5 members per square metre of health and fitness space. In comparison, the WA Metropolitan average is 3.2 and CERM benchmark is 2.3 members per health and fitness area (people/m²). The current ARC membership ratio (5 members per m² of health and fitness area) is likely to represent a busier scenario with a higher ‘people density’ than both the average and CERM ratios. This implies that there are relatively more members competing for health and fitness space at the ARC which is resulting in overcrowding and represents a significant risk of membership cancellation. There is thus significant pressure on existing spaces and programs to cater for the current and future demand at the ARC.

When these ratios are extrapolated taking into consideration the potential membership base in the future, there is a clear need to increase health and fitness areas beyond 1367m². The following figures are guidelines of the total health and fitness areas required in (m²) at different (membership per health and fitness area) ratios and following this logic are projected for future years:

Table 1: Project Health and Fitness Area requirements (in m²)

	year	2018	2021	2026	2031	2036
		Current membership of 6804 people	Projected membership interest of 7472 people	Projected membership interest of 8394 people	Projected membership interest of 9216 people	Projected membership interest of 9922 people
Current membership ratio at ARC	5.0 members / m ²	1361	1494	1679	1843	1984
Average membership ratio in Metropolitan WA	3.2 members / m ²	2126	2335	2623	2880	3101
CERM Membership Ratio	2.3 members / m ²	2958	3249	3650	4007	4314

The provision of space greatly influences the occupancy of the health and fitness areas both now and into the future. For instance, if the ARC were to cater for a future membership base of 9922 people, as the approximated membership demand for the year 2036, with the current ratio of members per health and floor space, the total health and fitness space requirement would be in proximity of 1984m². The space required to lower the ratio of members per floor space would of course be even higher, however the ARC may however not have the ability of lowering the ratio (of members to health and fitness area) to the metropolitan WA average or CERM benchmark. This will be dependent on the amount of expandable space, the cost of expanding the space and the overall service intent of the facility.

The design options are to determine the capacity and cost of increasing the current health and fitness areas to see which of the following projected area requirements can be met. It should also be noted that given that a limit on membership is not a positive outcome for a community facility like the ARC, that the provision of space will continue to be a significant, if not the single most determining, driver on the occupancy of people in the health and fitness areas and in turn the provision of space will have a direct impact on the experience of the users.

Visitations per Square Meter

The total number of annual visitations relative to the recreation's centre overall building footprint is another benchmark used by CERM.

The Cockburn ARC had 1,363,826 people visit the centre during the 2017/18 financial year. The total facility floor print is in an excess of 23,000m² including a significant amount of leased areas. The floor space of the City's programmable, aquatic and service area is 15,618m². The number of visitations per square meter for the ARC is thus 87 (visits per m²). This is also above the CERM benchmark of 78 visits per m², and implies that the level of visitation is relatively high.

Spatial Requirements

The following programmable floor spaces have been developed based on operational experience and observation and are to be considered:

	Current (m ²)	Proposed (m ²)
Gym	900	1400
Main group fitness studio	253	360
Body and mind studio	113	200
Indoor cycle	101	70
Total	1367	2030

The proposed total area for health and fitness is in the proximity of 2030m² and would be equivalent to meeting the current ratio (of members per floor area) for the projected population until approximately 2036.

The design options are to explore various configuration and dimension of the spaces within this proximity which can be then be assessed for the most operationally appropriate outcome.

10.0 Needs Assessment and Consultation Outcomes (Stage 1)

Ongoing Feedback Indicators

Cockburn ARC places a strong emphasis on the overall customer experience. This is achieved through providing outstanding customer service that people talk about whilst creating a welcoming and inclusive community. The Centre has embedded a Net Promotor Score (NPS) survey system to measure key theme of satisfaction and dissatisfaction amongst the Centres customer base. The following tables reference key themes and customer comments obtained through NPS data for the past 12 months.

Detractors (0 – 6)

Comments	Responses	
	N	%
Negative comments relating to size of gym	15	19%
General comments relating to programming, group fitness classes	14	17%
Negative comments relating to gym and fitness areas are overcrowded	25	31%
Constructive comments relating to service	5	6%
Comments relating to the pools being too busy	9	11%
General comments relating to operating hours, price, equipment etc.	13	16%
Total responses	81	100%

Passives (7 – 8)

Comments	Responses	
	N	%
Negative comments relating to gym and fitness areas are overcrowded	16	25%
General comments relating to group fitness and aqua classes	11	17%
Comments relating to the pools being too busy (wellness area)	6	10%
General comments relating to equipment, price, parking	17	27%
Requests for increased operational hours and 24/7 gym access	13	21%
Total responses	63	100%

Promotors (9 – 10)

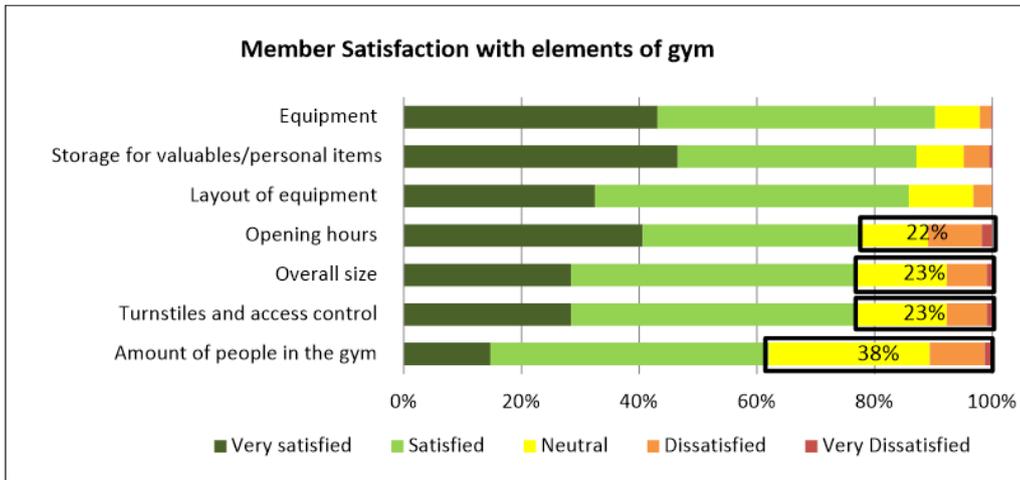
Comments	Responses	
	N	%
Positive comments relating to staff, programming, experience & service	67	45%
General comments relating to presentation and cleaning standards	9	6%
Positive comments relating to facility access, layout and spaces	24	16%
General comments relating to programming, classes	11	7%
Negative comments relating to gym and fitness areas are overcrowded	8	5%
Positive comments indicating pools and gym is great	31	21%
Total responses	150	100%

Specific Community Consultation

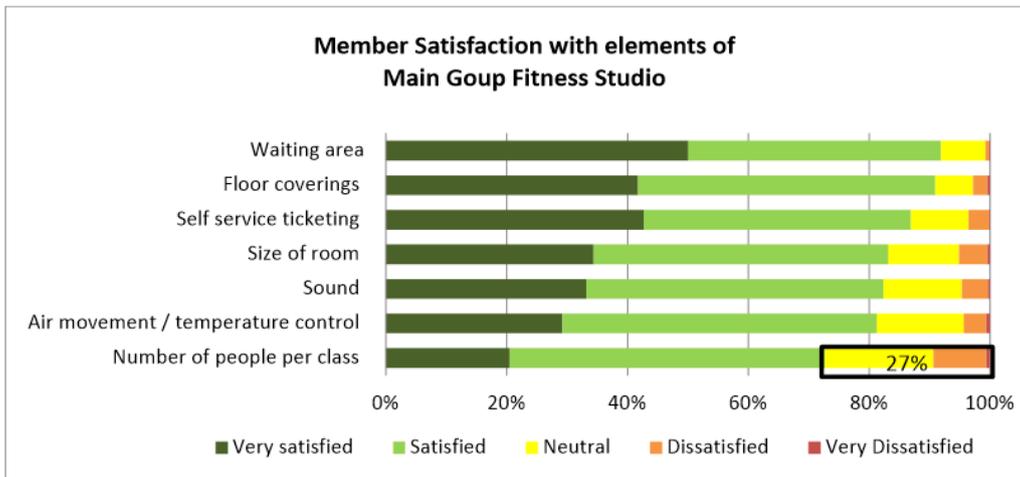
In January 2019, the City conducted a targeted consultation process to substantiate the key issues and themes identified through the NPS survey metrics. The City invited over 6,000 health and fitness members to provide feedback on the existing health and fitness spaces at Cockburn ARC. Consultation closed on 8 February and a total of 1,987 participants responded.

The following figures provide an overview of member satisfaction with the health and fitness spaces at Cockburn ARC. All aspects of the various health and fitness spaces will be important for consideration. The users generally score positively for most the categories. The categories are highlighted where 20% or more of the users score in the neutral to very dissatisfied end of the spectrum. While the level of dissatisfaction is not significant, these elements will be a focus as have greatest potential to be improved in further design options.

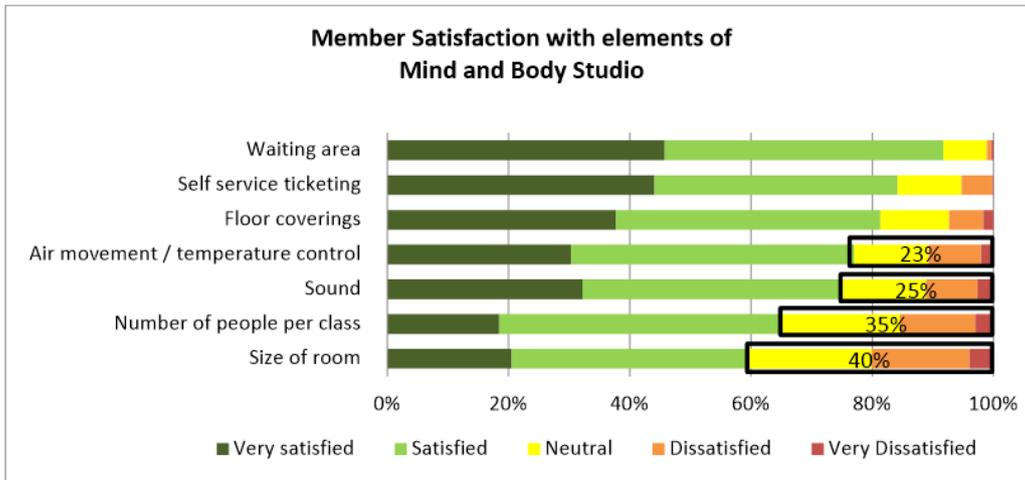
Members are generally satisfied or very satisfied with equipment, storage, and layout of the gym space. The level of neutral to very dissatisfied starts exceeds 20% when asked about the amount of people in the gym, turnstiles and access control, overall size and opening hours.



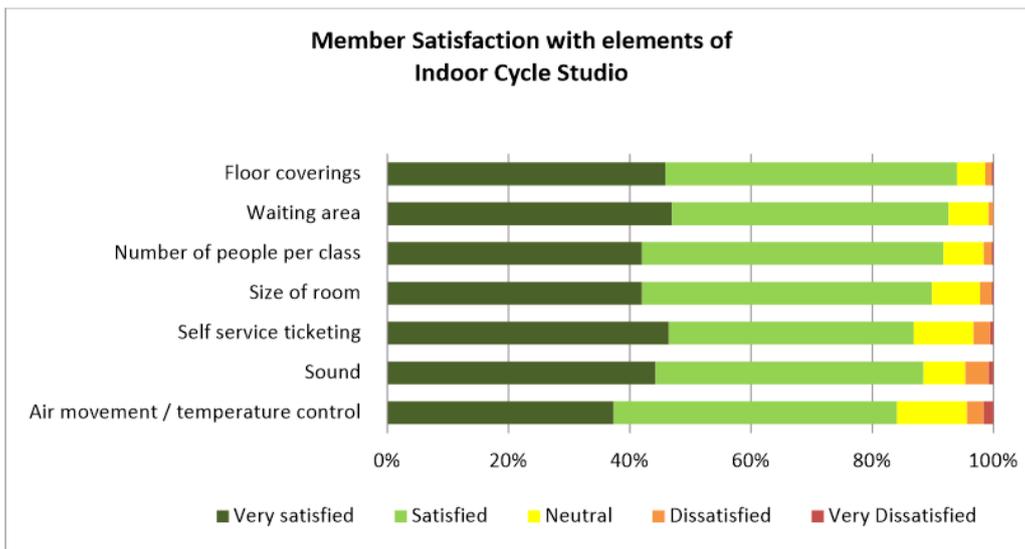
Members are satisfied or very satisfied with most categories of the main group fitness studio. The level of neutral to very dissatisfied starts exceeds 20% when asked about the amount of people per class.



Members are satisfied or very satisfied with most categories of the mind and body studio. The level of neutral to very dissatisfied starts exceeds 20% of the respondents when asked about the size of the room, number of people per class and sound and air / temperature control.



Members are satisfied or very satisfied with all categories of the indoor cycle studio. There is slight dissatisfaction with air movement / temperature control, and operationally the room may be considered as having ample capacity hence having limited dissatisfaction.



Interior Perception of Spaces

In the above mentioned survey, the members were asked to rate their experience on the various aspects of the interior space. This feedback is also summarised on the various elements in question. The rate or level of dissatisfaction referred to below includes neutral, dissatisfied and very dissatisfied ratings.

Air movement / temperature

The highest level of dissatisfaction for air control is currently experienced by the members within the body and mind studio (23% of member neutral to very dissatisfaction), main group studio (19%) and indoor cycle (16%).

Sound

The noise transfer between the group fitness rooms appears to be an issue, with members of the mind and body studio experiencing the greatest level of dissatisfaction (25%). The main group studio appears to have some dissatisfaction (18%), while the indoor cycle studio adjacent to quieter administration area is experiencing the least dissatisfaction (12%).

Self-service ticketing

The self-service ticketing machine receives a dissatisfaction rate of 13%-16% from the various members. Majority of these responses fall within the neutral category however.

Floor Coverings

The floor coverings in the mind and body studio received 19% dissatisfaction rate, followed by the main group fitness area with 9% and indoor cycle with 6%.

Waiting Area

The level of dissatisfaction for the waiting area is very low with 7-8% dissatisfaction by the members, which comprises of most respondents being neutral.

Experience of Spatial Areas

The members' experience of spatial areas has been measured by their satisfaction with the number of people per class, and on the size of the room. These ratings can provide further insight on whether the size of the spaces are not fit for purpose, whether the number of people within these spaces are too high, or whether both of these factors are an underlying issue.

In the main group fitness area, 27% of members are dissatisfied with the number of people and only 17% are dissatisfied with the size of the room. Given members are more dissatisfied with the number of people in the room than the room size, there may be an underlying issue that the number of people allowed in the main group fitness studio is too high. The number of people that can comfortably exercise within the main group fitness space for the specific activities held, requiring significant equipment and personal space, is thus expected to be lower than the currently set capacity of 50 persons. The level of dissatisfaction with the size of the room appears to be a secondary issue, given that the average number of members is only 57% of the room capacity and given the classes rarely sell out. Solutions for the main group fitness area would therefore include re-evaluating and reducing the number of users that can book in for certain activity types, and/or expanding the room to future proof for both greater space per person and further membership potential.

In the mind and body studio, 35% are dissatisfied with the number of people in the room and 40% of members are dissatisfied with the size of the room. Similarly, it appears that the number of allowable people in the space, which is currently set at 24, exceeds what is comfortable for the type of activities held in the mind and body studio. Currently the average occupancy rate is 81% and 26% of the classes sell out. The level of demand for the classes and capacity is thus exceeding the currently room size and capacity. The recommended solution would thus be to provide a significantly larger room, that both increases the capacity of the room and the relative space available per person. An improved shape of the room may also improve perception of overall satisfaction.

In the cycle room, 8% of respondents are dissatisfied with the number of people per class and 10% are dissatisfied with the size of the room. In comparison, the average occupancy rate is

41% and no classes sell out. The capacity of the room is currently 46 persons which for current and future demand is considered to be oversized.

In the gym, 38% of the people are dissatisfied with the number of people within the gym and 23% are dissatisfied with the overall size. In the case of the gym, there is not the obvious option of capping number to increase the amount of space per person. The more accessible solution is thus increasing the gym space significantly with the aim to improve the busyness perceived in the gym. The option of zoning the gym to group certain levels, abilities or activities may also improve the satisfaction of the gym. For instance, operational programs run at peak times to reduce time on the main gym floor area or to group members to certain activities may also reduce the number of people on the main floor space and allow more members to be satisfied.

Staff feedback and requirements

ARC based staff have provided feedback on the current office arrangements and the opportunities for improvements. The main concerns from the discussion were:

- Not enough meetings space for teams; and
- Lack of space to have critical conversations, either with staff or customers.

An enclosed lockable safe room for counting money should also be considered.

Staff structure was reviewed and it was proposed that following staff requirements would need to be accommodated:

Area:	Staff Numbers:	Information:
Level 1:	Space for 2 Team Leaders	Ability to view the Health and Fitness spaces
Stadium:	Space for 2 (remains the same)	Ability to view courts
Crèche:	Space for (remains the same)	Ability to view crèche
Swim School:	Space for 3	Ability to view Learn to Swim Pool (ideally separate to aquatic staff)
Aquatics:	Space for 3 (remains the same)	Ability to view the pools
Reception:	Space for 2-3	1 minimum to view reception area and ideally hear them
Memberships: (flexible)	Space for 5	Lots of phone calls, they tour people through the facility (mostly gym)
Manager/Coordinator: (flexible)	Space for 5 (ideally together for collaboration)	Ability to have critical conversations privately
Administration: (flexible)	Space for 7 staff	Admin officer, bookings officer (ideally near reception), maintenance, phone staff hot desks

The option of relocating staff to the future administration building across the road is not supported by operational staff. The interaction with customers and keeping the team together for team dynamics and interaction with operational matters have been key reasons.

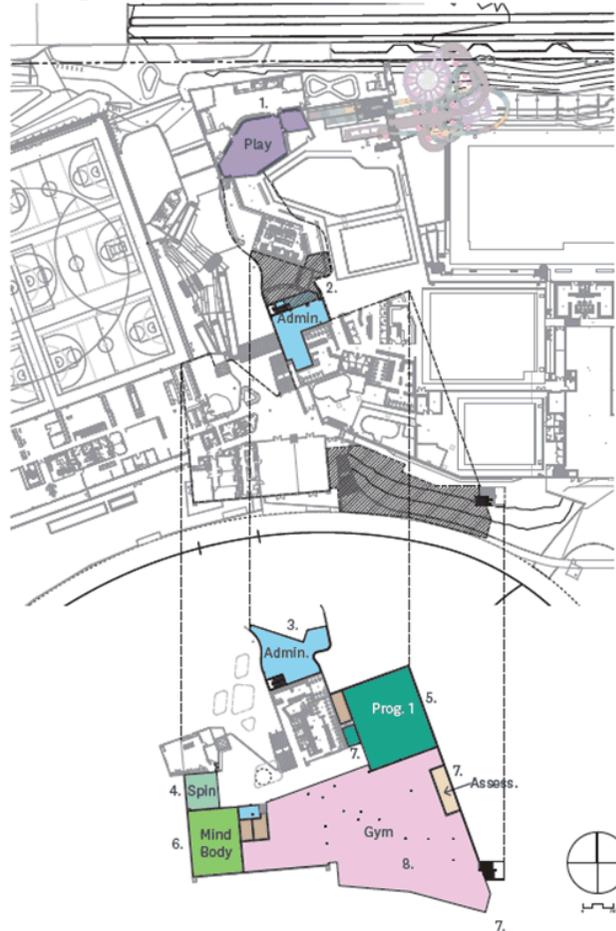
11.0 Design Options (Stage 2)

Overview

The City appointed an architect in early 2019 to develop a *Design Options Report* for the expansion of the health and fitness areas at Cockburn ARC. The final report presents four design options for the City's consideration which forms the basis of further analysis, discussion and community consultation. A summary of the four design options has been included below, with further information available in the *Design Options Report* (Appendix C).

Option A

Design Option A: Plans



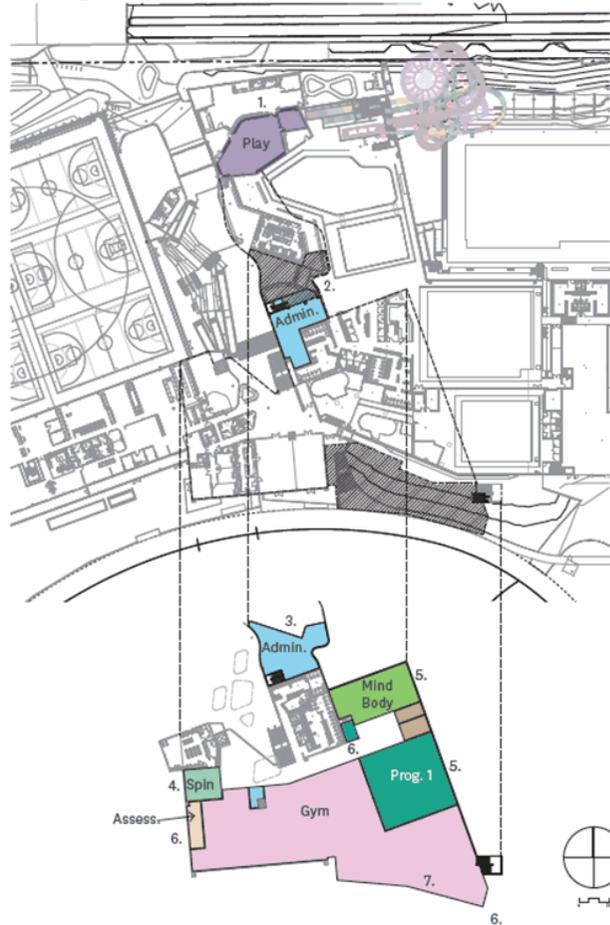
Summary

1. Retain the Play Room as a potential future 4th programme room
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin (except 2no. Health Club managers) to new area in Zone 5 (-170m² new floor area) in order to free up space for Gym (refer #8.)
4. Relocate Spin to west end of Level 1
5. Relocate Programme 1 to NE corner of Level 1
6. Relocate Mind Body Studio to SW corner of Level 1
7. Relocate Server, DB, Stair, Assessment rooms to provide as regular and unencumbered a space as possible for Gym
8. Expand Gym into new Zone 1 space (475m² of new floor area) and along southern facade (incl. -125m² of Admin space acquired through item #3).

Room (Target Area m ²)	Design Area (m ²)
Play & Party Rooms (180 + 25)	180 + 25
Administration (250-300)	346
Health & Fitness Areas	
Gym (1400)	1370
Programme Room 1 (360)	360
Mind Body Studio (200)	200
Spin Studio (70)	70
Assessment Rooms 4no. (40 total)	40
Storage space (66 total)	58
Total HFAs (2136)	2098
Indicative Cost Estimate	\$6,350,000

Option B

Design Option B: Plans



Summary

1. Retain the Play Room as a potential future 4th programme room
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin (except 2no. Health Club managers) to new area in Zone 5 (-170m² new floor area) in order to free up space for #7.
4. Relocate Spin to west end of Level 1
5. Relocate Programme 1 and Mind Body Studio to NE corner of Level 1
6. Relocate Server, DB, Stair, Assessment rooms to provide as regular and unencumbered a space as possible for Gym
7. Expand Gym into new Zone 1 space (475m² of new floor area) and along southern facade (including -125m² space acquired in item #3).

Room (Target Area m²)	Design Area (m²)
Play & Party Rooms (180 + 25)	180 + 25
Administration (250-300)	345
Health & Fitness Areas	
Gym (1400)	1370
Programme Room 1 (360)	360
Mind Body Studio (200)	200
Spin Studio (70)	70
Assessment Rooms 4no. (40 total)	40
Storage space (66 total)	51
Total HFAs (2136)	2091
Indicative Cost Estimate	\$6,350,000

Option C

Design Option C: Plans



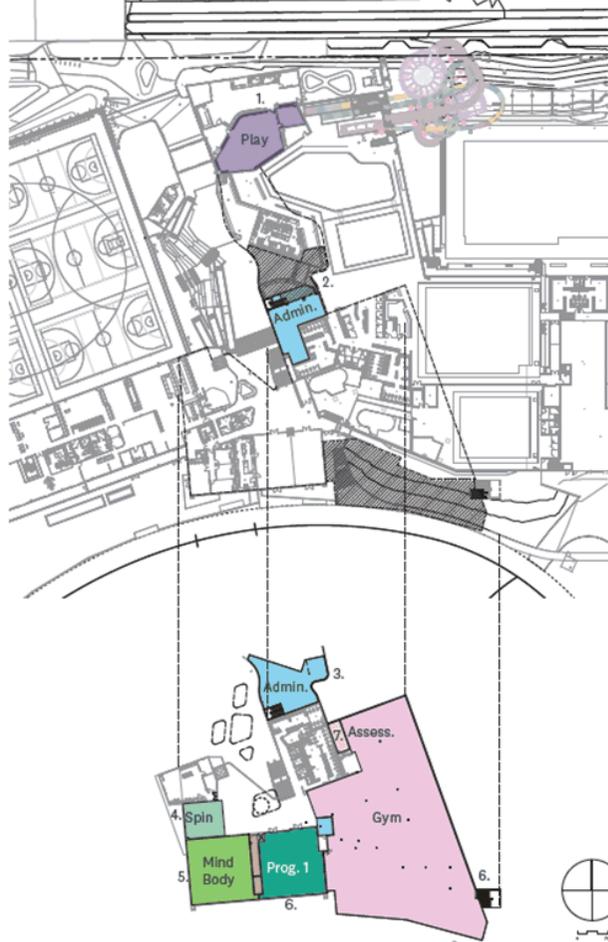
Summary

1. Re-purpose Play Room and adjacent Party Room to become dedicated Mind Body Studio & store
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin to south west end of Level 1, including new Zone 4 space (~30m² new floor area) to allow for expansion of Gym in item #7.
4. Relocate Spin to existing underutilised Members Lounge
5. Relocate Programme 1 to NE corner of Level 1
6. Relocate Server, DB, Stair, Assessment rooms to provide as regular and unencumbered a space as possible for Gym
7. Expand Gym into new Zone 1 space (415m² of new floor area) and along southern facade (including ~125m² acquired in item #3).

Room (Target Area m ²)	Design Area (m ²)
Play & Party Rooms (180 + 25)	0
Administration (250-300)	370
Health & Fitness Areas	
Gym (1400)	1400
Programme Room 1 (360)	360
Mind Body Studio (200)	180
Spin Studio (70)	70
Assessment Rooms 4no. (40 total)	40
Storage space (66 total)	76
Total HFAs (2136)	2126
Indicative Cost Estimate	\$5,850,000

Option D

Design Option D: Plans



Summary

1. Retain the Play Room as a potential future 4th programme room
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin (except 2no. Health Club managers) to new area in Zone 5 (-170m² new floor area) to allow for expansion of Gym in item #8.
4. Relocate Spin to west end of Level 1
5. Relocate Mind Body Studio to current Programme 1 space (SW corner of Level 1)
6. Combine current Mind Body and Spin Studios (including relocation of DB) to form new Programme room 1
7. Relocate 2no. Assessment rooms to provide as regular and unencumbered a space as possible for Gym
8. Expand Gym into new Zone 1 space (475m² of new floor area) and along southern facade (including -125m² acquired in item #3).

Room (Target Area m ²)	Design Area (m ²)
Play & Party Rooms (180 + 25)	180 + 25
Administration (250-300)	345
Health & Fitness Areas	
Gym (1400)	1510
Programme Room 1 (360)	245
Mind Body Studio (200)	250
Spin Studio (70)	85
Assessment Rooms 4no. (40 total)	43
Storage space (66 total)	28
Total HFAs (2136)	2171
Indicative Cost Estimate	\$4,950,000

Design Options – Benefit Analysis Matrix

	A	B	C	D
Retains potential for a 4th Programme Room	✓	✓	✗	✓
Consolidates Centre Administration	✓	✓	✗	✓
All HFAs remain consolidated on Level 1	✓	✓	✗	✓
Programme 1 can become extension of Gym when no programme are running	✓	✓	✓	✓
Gym area takes advantage of views to oval	✓	✓✓	✓	✓
Alleviates existing acoustic issues between Level 1 HFAs and Upper Ground FFC Boardroom/Meeting rooms	✓	?	✓	✓
Broad access to Programme rooms for class changeovers	✓	✓	✗	✓
Generous lobby/breakout space for members to gather & wait for classes	✓	?	✗	?
Avoids modification works required to Curtin University tenancy entry	✗	✗	✓	✗
No disruption to Aquatic Main Entry during construction	✗	✗	✓	✗
Allows for efficiency of circulation areas	✓	✗	✓	✓
Allows for simple staging of works	✗	✗	✗	✓
Total HFAs (m ²)	2,098	2,091	2,126	2,171
Cost Estimate (refer QS Indicative cost estimate breakdown in Appendix B)	\$6,35M	\$6,35M	\$5,85M	\$4,95M

As the Benefits Analysis Matrix table above shows, Design Option D presents the most affordable option for expansion of the health and fitness areas, whilst also achieving the greatest increase in floor space when compared to the other three designs.

Similar to Options A and B, Design Option D proposes to retain the play room at the front of the facility as a potential future 4th programme room, consolidate the administration areas through expansion into underutilised space and relocation of the Level 1 Administration area into the bulkhead area near the upper ground administration, and retain all health and fitness areas on Level 1 through the reconfiguration and repurposing of underutilised spaces.

Further to this, Option D unlike the other designs allows for the staging of works, which will reduce the impact on the ARC's regular operations. Design Option D presents the best value for money when comparing the estimated costs with the significant benefits and increase in health and fitness area floor space this expansion will provide.

The consultation was conducted over a four week period from 25 November 2019 to 20 December 2019, with the survey receiving a total of 949 responses.

Feedback on proposed changes

Respondents were asked to view the proposed concept designs and indicate their level of support or otherwise for the proposed changes within the survey. It should be noted that there were a large number of survey participants who indicated that the various proposed changes would not affect their use of the facility. A summary of the survey results is provided below, excluding those who felt they would not be impacted by the proposal.

- 98% support for increasing the size of the gym from 950m² to approximately 1500m²
- 96% support for increasing the size of the Mind and Body Studio and relocating to reduce noise transfer
- 95% support for relocating the Main Group Fitness Studio and providing better connections to the Gym
- 93% support for relocating the Indoor Cycle Studio and completing modifications
- 98% support for converting Administration Space on level one to increase Gym floor space
- 96% support for relocating the level one administration space to other areas of the facility

The above results indicate that there is an overwhelming level of support for the proposed changes to the health and fitness areas at Cockburn ARC. For a more detailed breakdown of the consultation outcomes, please refer to Appendix B.

13.0 Financial Implications

Capital Cost – Full Development Implications

The full capital cost breakdown of the proposed development is contained below. The overall cost is broadly \$4.95m for the recommended design option (Option D) based on market rate in September 2019 if the full extent of the recommended works were to be completed.

Order of cost estimate

Cockburn ARC			
Health and Fitness Expansion Options			
Indicative Cost Estimates			
	OPTION A or B	OPTION C	OPTION D
Building works (ex GST)	\$ 5,000,000	\$ 4,600,000	\$ 3,850,000
Design + construction contingency (approx 15%)	\$ 750,000	\$ 700,000	\$ 600,000
Building works + Contingency (ex GST)	\$ 5,750,000	\$ 5,300,000	\$ 4,450,000
Consultant fees	\$ 600,000	\$ 550,000	\$ 500,000
Total Project Cost (ex GST)	\$ 6,350,000	\$ 5,850,000	\$ 4,950,000

Exclusions

The above order of cost estimate summary table does not include the following:

- Land costs
- Service infrastructure required
- Compliance upgrade works (fire, disability access, etc.)
- Internal project management fees
- Loose furniture and equipment
- Gymnasium equipment
- Temporary accommodation / relocation costs
- Cost escalation

Inclusions

The order of cost estimate above does however incorporate the following specific estimate inclusions:

- AV equipment fit out to group fitness spaces (Mind Body, Spin and Programme Room 1)

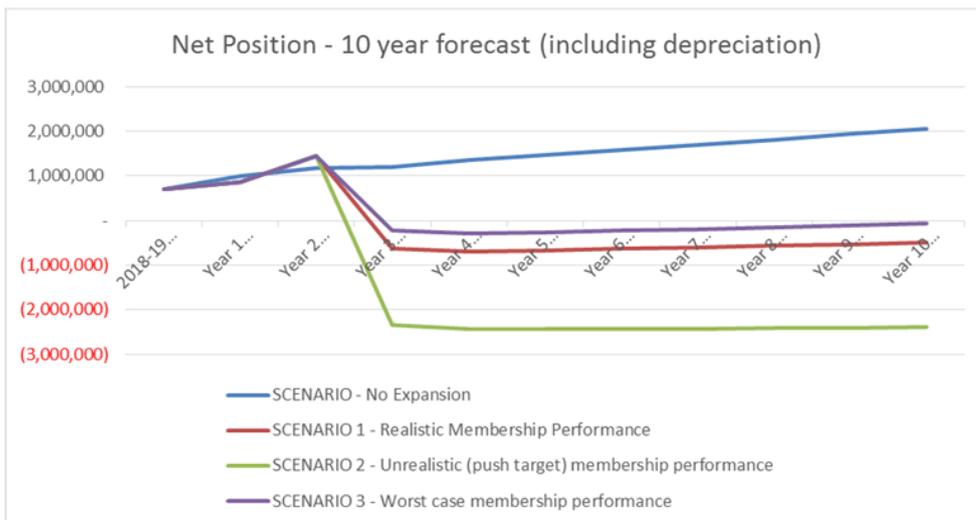
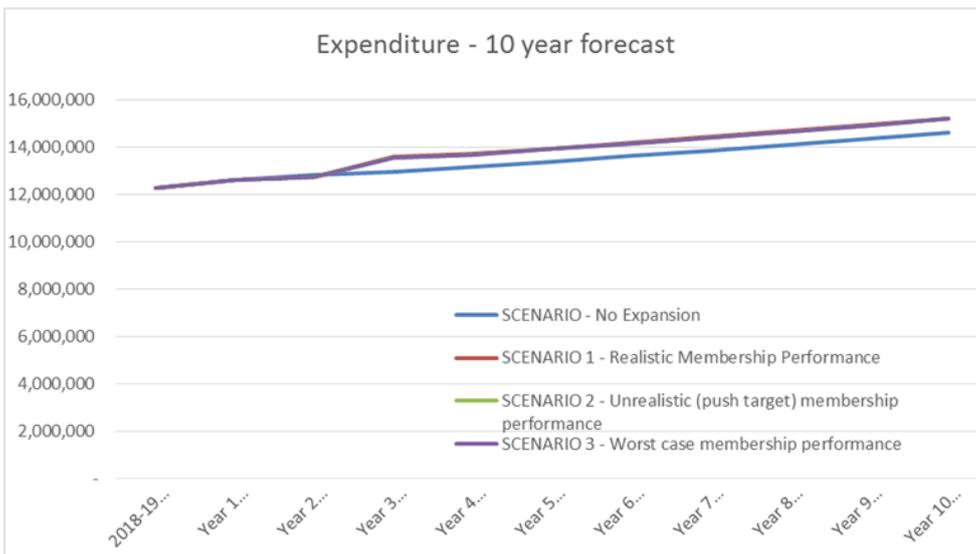
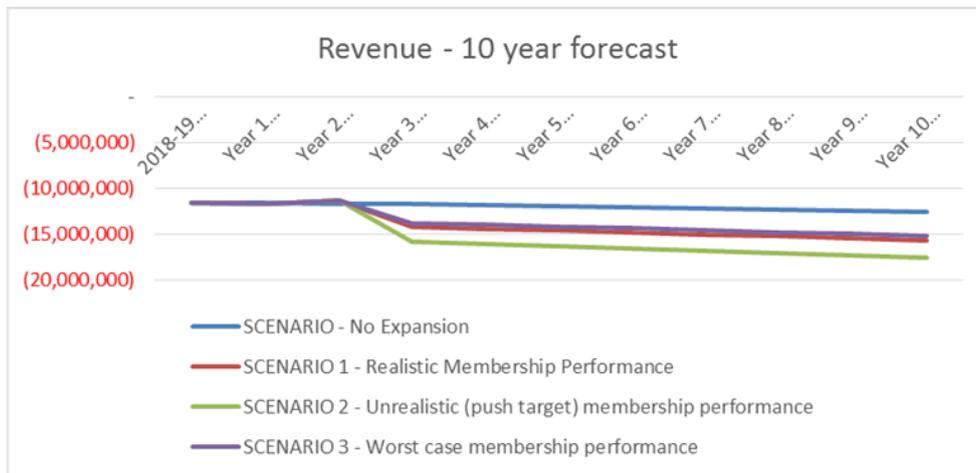
A detailed cost breakdown by a qualified quantity surveyor is contained at the rear of the Design Options Report in Appendix C.

Operating Income and Expenditure Forecasts

Operating income and expenditure forecasts have been developed specifically based on the preferred design option (option D). The following assumptions have been made:

- Current financial data is used as the baseline benchmarking.
- The proposed expansion will be developed in accordance with recommendations contained within this report with construction occurring in 2021-22 financial year.
- The 2020-21 financial year will be when detailed design of the health and fitness expansion will commence and involve full detailed drawings and tender package.
- A reduction of membership income of 10% is recognised during the construction year to take into account a loss of income resulting from the construction and disruption to members during the redevelopment. Operational staff will make every effort to reduce any loss and financial impact.
- It is assumed the facility will continue to be managed by the City.
- Hours of operation are to remain the same as current operations for non-health and fitness spaces.
- It is recognised that the gym operational model will be 24-hours effective March 2020.
- Projections include a re-establishment/pre-opening budget for the extended health and fitness areas of 2% of the construction budget (100K) above the current promotional and marketing budget. An indicative marketing budget estimate for any facility re-launch (or part thereof) would generally be 5% of the projected expenditure. As this is an existing facility the requirement is 2%.
- The staffing structure will remain as current with the exception of one additional FTE focused on health and fitness programming who will be appointed in 2022-23 financial year and an increase of \$140K per annum appointed in 2022-23 financial year to deliver increased programs and services to community.
- An additional cost of \$100K per annum for additional equipment lease fees has been included in year 2022-23.
- An expenditure decrease of \$150K per annum for reduced capacity and network utility charges has been included in year 2021-22 due to capital installation of onsite generation equipment to reduce power load charges.
- A 7% ramp up in electricity costs is accounted for in year 2022-23 to reflect the additional costs associated with the extended health and fitness spaces.
- \$93K per annum has been accounted for in year 2022-23 for increased building depreciation based on the City's current rate.

Membership income increased approximately \$2.2M per annum in 2022-23 to reflect an increase in active facility memberships and higher yields achieved per member. The graphs below highlight the potential financial return, based on several scenarios of implementing the health and fitness expansion.



14.0 Recommendations (Stage 3)

In order to manage the overall cost of the recommended design option, a phased implementation process may be considered by the City to reduce operational impact and member displacement. Phased development will likely result in an increase to the current day costs (in the main due to inflation and mobilisation costs) however, this will be further explored as the project progresses.

In summary, Design Option D is recommended as the most advantageous design option for the City. The option includes the most appropriate elements which are likely to enhance the financial bottom line (i.e. would provide the greatest potential to increase income and meet future demand in comparison to other design options). Subsequently, it is therefore recommended;

That Council:

1. Endorses the Cockburn Aquatic Recreation Centre Feasibility Study for Health and Fitness Areas
2. Considers allocating \$550,000 for design as part of 2020/21 Annual Budget deliberation process.
3. Considers listing a further \$4.45 million for construction in 2021/22 within the Long Term Financial Plan.

Appendix A: Facility Audit

Facility Audit

The facility was constructed in 2016 and opened in May 2017. The following provides a summary of facility audit and changes since opening in May 2017 to meet the immediate customer needs.

- The City of Cockburn initially developed Cockburn ARC as a shared partnership facility with Curtin University and Fremantle Football Club.
- The development vision was a single integrated facility, the best of its kind in Australia.
- In mid 2017, the City increased the size of the body and mind studio by approx. 5m² through modifications to window glazing in response to membership demand on the space.
- In late 2017, the City initiated a 90m² extension to the health club in response to membership demand, increasing the size of the gym to approx. 950m² in total.
- In 2018, the City installed a swim wall to the outdoor 50m pool in response to higher than projected patronage visiting the aquatic facilities. The objective of the swim wall was to improve pool utilisation and balancing community needs.

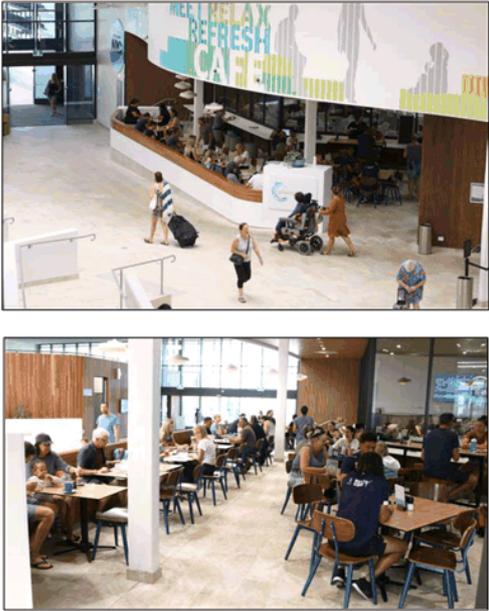
This section references an initial facility audit conducted by the Centres leadership team in February 2019. The intention was to assess the current layout, identify areas of concern which may inhibit current operations and highlight those areas that are recommended to be addressed in the health and fitness review project for future modifications. The initial audit and recommendations are to be used to inform the subsequent operations for concept designs for future site developments and financial assessment.

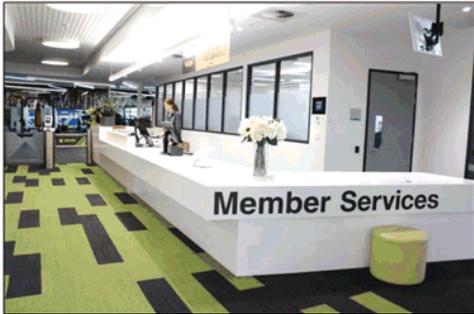
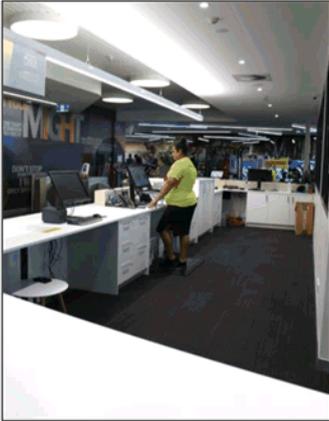
Table 2: External on-site influences and internal facility audit

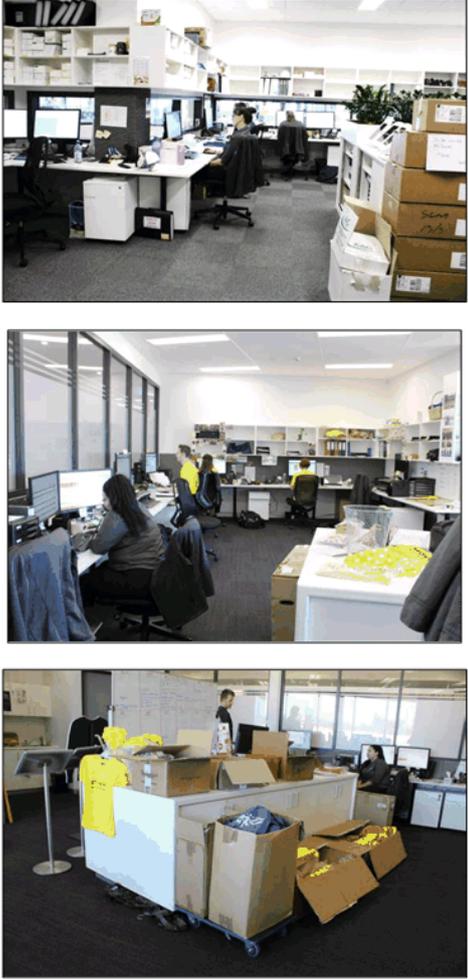
Area	Qualitative Assessment	Images
Visual Appearance of Cockburn ARC (external from main entrance)	<ul style="list-style-type: none"> - The external appearance of the building is considered modern, contemporary and accessible. The improvement to the profile or entry of the building is considered lowest priority. - The main entrance air lock provides good access to allied health and childcare services. 	
Crèche and Play Centre	<ul style="list-style-type: none"> - The entrance to crèche provides adequate access for parents with prams and shared reception is an effective space. - Visual amenity of the play centre is poor and customers / parents are unaware the centre exists located adjacent to the crèche. - The play centre is poorly attended and subject to financial and impact assessment may be suitable to be converted to 	

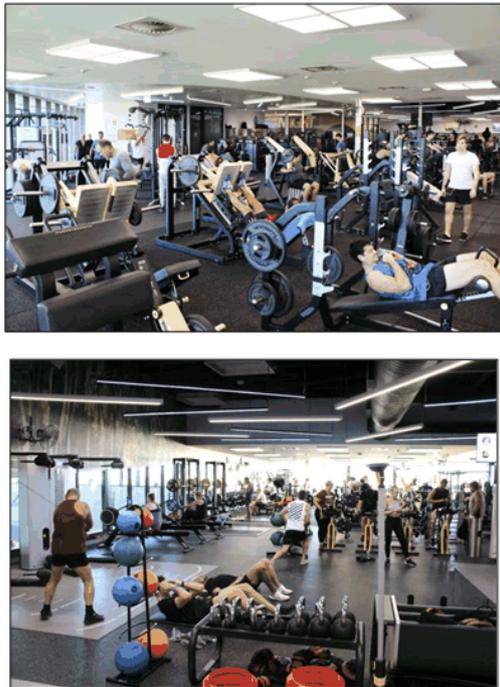
	<p>a multipurpose program space for children's and adult programming.</p>	
<p>Car parking and ACROD parking</p>	<ul style="list-style-type: none"> - The provision of car parking appears to be sufficient based on operational observations, but based on future developments surrounding the Centre may not be sufficient to cater for a full use of all infrastructure during peak operations. - The future relocation of the administration building and formalised club or community access to Legacy Oval provides a risk to impacting car parking provisions to the Centre's paying customers. - ACROD parking bays are provided over and above legislative requirements, however the location of ACROD bays positioned up to 100+ meters away from the Centres main entrance, options to establish ACROD bays closer to the entrance whilst maintaining appropriate drop off areas should be considered. - There is a clear lack of formalised parking for trades and contractors, this can be addressed through management controls. 	

<p>Pedestrian Access</p>	<ul style="list-style-type: none"> - The absence of a formalised pedestrian crossing for Veterans Parade is considered a risk, given the large number of pedestrians crossing the road to access the facility. It should be noted the City has conducted various traffic assessments and whilst the Mains Roads WA criteria may not be met, the City may want to consider a formal crossing to mitigate risk. 	
<p>External limitations restricting development of ARC</p>	<ul style="list-style-type: none"> - The facility is located on Crown Land managed by the City under management order for the purpose of sport and recreation, located on lot 121 Veterans Parade. - There are a number of leases and agreements in place that impact the City's ability to expand internally and externally, including Fremantle's leased oval and licenced areas inside the building. 	
<p>Allied Health commercial lessee</p>	<ul style="list-style-type: none"> - The allied health tenancy located at the entrance of the Centre is considered appropriate and is well utilised by the local surrounding community. Commercial terms are considered positive for the Centre. 	

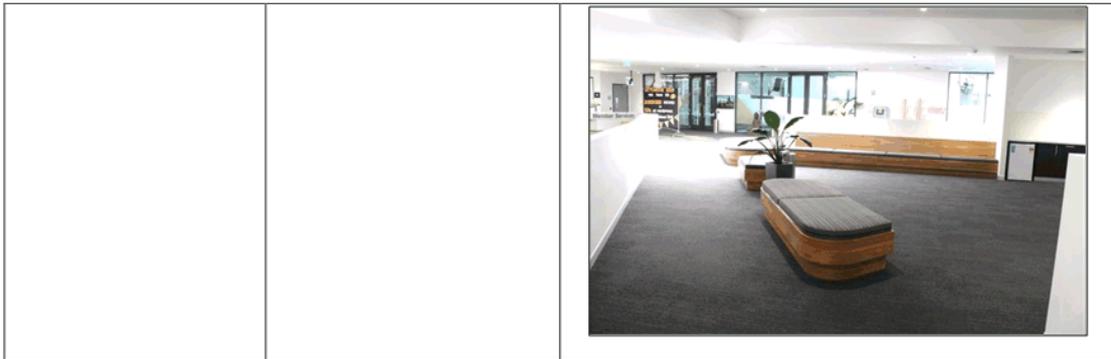
<p>Café commercial lessee</p>	<ul style="list-style-type: none"> - The café located in the internal street provides a good service to members and visitors, whilst providing positive commercial returns to the Centre. - It is understood that seating is limited during peak operational times and the Centre should consider options to increase seating subject to customer feedback. - The service areas to the café are considered poor and not conducive to a positive customer experience. The Centre should consider the feasibility of converting enclosed windows to a roller shutter structure whilst ensuring air quality is not impacted in doing so. 	
<p>Internal Street</p>	<ul style="list-style-type: none"> - The internal street is visually appealing and functions well connecting the shared elements of the facility together. 	
<p>Aquatic and level one entry reception</p>	<ul style="list-style-type: none"> - The reception servicing the aquatic entry point is considered challenging to locate for customers accessing the facility for the first time, this could be addressed through improved way finding signage. - The reception desk provides challenges operationally for staff interactions with customers, with staff having to reach over the desk to put a band on a child's arm. - The reception area could be 	

	<p>improved through use of self-service technology and redesigning the customer experience and staff model in the future. Operational staff have identified issues with que management and congestion accessing the aquatic facility, this can be reviewed operationally however modifications to reception design should be considered.</p> <ul style="list-style-type: none"> - The level one reception desk is considered too large to service the health and fitness operations and should be reduced in size, as the desk is occupied by two employees. 	  
<p>Stadium (high ball sports hall)</p>	<ul style="list-style-type: none"> - The indoor stadium is well utilised and provides a multi-use space for various activities. The evaporative cooling to the space provides operational challenges in humid conditions and it would benefit from commercial fans to increase air movement. - The provision of access control of an improved entry and monitoring system should be explored to reduce unauthorised usage. - The lack of sufficient viewing facilities and vantage points surrounding 	

	<p>the courts is considered a concern and more fixed seating (grand stand or formalised structures) should be explored.</p>	
<p>Administration / office spaces</p>	<ul style="list-style-type: none"> - Administration offices are located in various locations throughout the Centre. Operationally this has been identified to cause issues relating to cross communication and collaboration and the Centre would benefit from a shared office environment with appropriate zoning, workstations, meeting spaces and storage. - Storage is considered a significant concern for employees, with no formalised storage provisions provided in office spaces. This includes things such as stationary, retail, records and other corporate storage requirements. 	 <p>The first photograph shows a cluttered office space with multiple desks, computer monitors, and stacks of boxes. The second photograph shows a more organized office area with employees working at desks. The third photograph shows a desk area with several large cardboard boxes and yellow bags, illustrating storage challenges.</p>
<p>Change facilities and toilets</p>	<ul style="list-style-type: none"> - Change rooms and provision of universal change rooms are considered appropriate throughout the facility. However, the wellness program pool space could benefit from an additional universal change room or changing places change area. 	 <p>The photograph shows a clean, modern change room with rows of lockers in green and black, and wooden benches. There are also white sinks and mirrors visible in the background.</p>

		
<p>Gymnasium</p>	<ul style="list-style-type: none"> - The layout of the gym provides a welcoming modern environment, in line with customer expectations. The viewing areas over the pool and external oval and well utilised by patrons and provide a positive experience and environment. - The gym is considered overcrowded in peak times and indicative feedback from staff and members suggests the floor space is not adequate to meet the current and future needs of members. The City should consider increasing total floor space to accommodate future projected growth. - The gym experience overcrowding during peak operational periods, and operational staff are considering feasibility of 24/7 access. 	
<p>Indoor cycle studio</p>	<ul style="list-style-type: none"> - The indoor cycle studio is located adjacent to the body and mind studio and specially provides over 100m2 in well-presented studio. Indicative feedback from staff suggests the studio is too large and bikes available to members are above what is required. - The indoor cycle studio would benefit from being in an alternative location, with limited natural light and immersive lighting control systems installed to improve the customer experience. - Virtual fitness should also be considered to improve the Centres group fitness 	

<p>Body and mind studio</p>	<p>occupancy and product offering.</p> <ul style="list-style-type: none"> - The body and mind studio is located in between the active fitness studios, with sound emissions exceeding 80dB on a frequent basis. Whilst the studio is acoustically treated, customers regularly complain about noise emissions from adjoining studios. - The studio is considered too small, based on customer feedback and operational staffs comments. The studio lacks the general ambiance that a wellness space requires, which includes feature lighting, vertical gardens and other features to create a welcoming and relaxing environment. - The City should consider relocation and increasing the size of the body and mind studio to ensure member needs are met. 	
<p>Main group fitness studio</p>	<ul style="list-style-type: none"> - The main group fitness studio is possible too small to accommodate future needs of members and should be reviewed in line with the Centres group fitness programming aspirations. - The studio should include virtual fitness opportunities along with appropriate entry and exit points to provide simple and effective class transitions. 	
<p>Members lounge</p>	<ul style="list-style-type: none"> - The member lounge area is considered underutilised and the space could be used more effectively for multipurpose space or relocation of indoor cycle. 	



Appendix B: Survey Outcomes Report

Cockburn Aquatic & Recreation Centre (ARC) Health and Fitness Expansion

February 2019
Consultation Analysis Report



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Background

Cockburn Aquatic & Recreation Centre (ARC) officially opened in May 2017 and since then has recorded over 2 million attendances by residents, members and guests, 45% more than original projections. Since opening, ARC has recorded excellent statistical, customer satisfaction and financial results, particularly for a Centre that compromises of comprehensive aquatic operations, and the facility is considered the industry benchmark in the sport and recreational industry in Perth Western Australia.

In response to higher than projected member and attendance numbers, the Health and Fitness Spaces have been identified as reaching capacity and not able to meet the future needs of the City's growing population. Therefore, the administration has initiated a project to review and consider future changes at the Centre which may include the expansion of the Health and Fitness spaces to enable the City to continue to support the increased participation and membership numbers that are anticipated with the City's growing population.

Methodology

In January 2019, the City conducted a targeted consultation process, surveying 6,000 active Health and Fitness members at Cockburn ARC. Members were invited to complete a comprehensive survey to provide feedback on the existing Health and Fitness spaces at Cockburn ARC. Members and stakeholders could provide feedback by:

- Completing the online survey.
- Sending a email to comment@cockburn.wa.gov.au
- Phone the Cockburn ARC manager on 9411 3376

Consultation closed on 8 February 2019 and a total of 1,987 participants responded.

Survey Demographics

The following provides an analysis of the quantitative and qualitative data gathered from the Cockburn Aquatic & Recreation Centre (ARC) Health and Fitness consultation survey conducted between **21 January 2019** and **8 February 2019**.

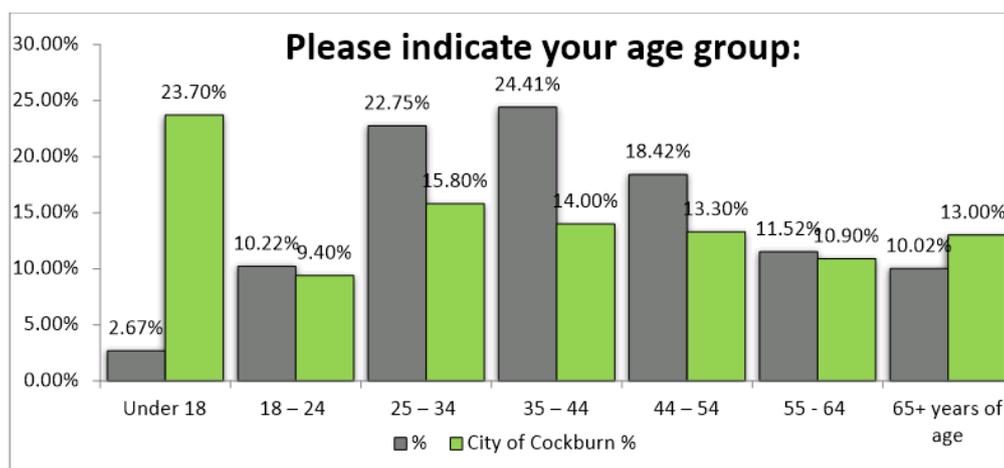
A total of **1,987** responses were collected throughout the **19-day** consultation period. It would be noted that the under 18 years of age group were under-represented in this survey response, which is due to age restrictions applied on facility memberships to meet kids in gyms guidelines. This data has been summarised in the sections below:

Customer Demographics:

Table 1 – Responses by age compared with Cockburn %

Age groups	Survey Responses		Cockburn ¹	
	N	%	N	%
Under 18 years of age*	53	2.67%	125	23.70%
18–24 years of age	203	10.22%	94	9.40%
25–34 years of age	452	22.75%	158	15.80%
35–44 years of age	485	24.41%	140	14.00%
45–54 years of age	366	18.42%	133	13.30%
55–64 years of age	229	11.52%	109	10.90%
65+ years of age	199	10.02%	100	13.00%
Total (valid) responses	1987	100.0%		100.0%

Figure 2 – Responses by age compared with Cockburn (%)



¹ "Cockburn" represents the total proportion of each age group across the City of Cockburn ([Source: Profile Id. 2016](#)).

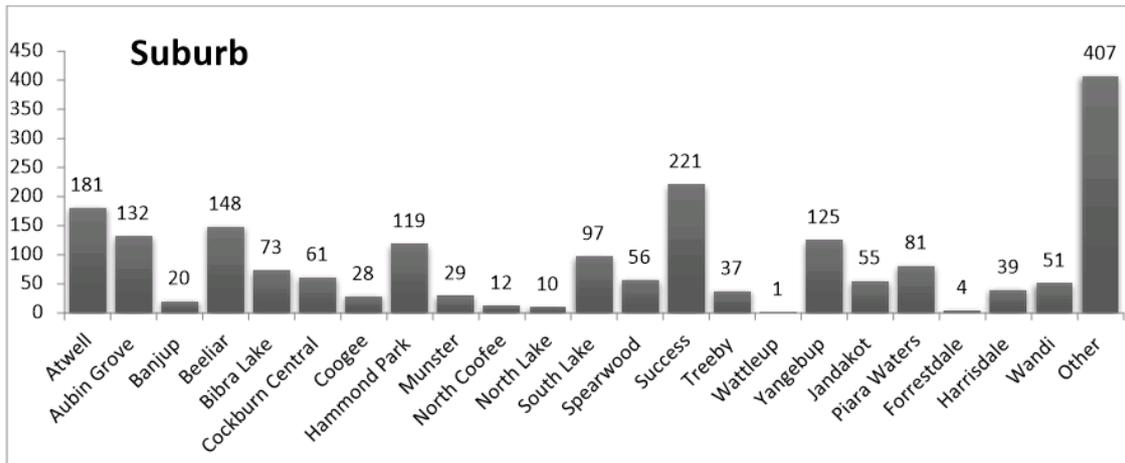
Table 2 – Responses by gender

What is your gender	Responses	
	N	%
Female	1324	66.83%
Male	655	32.96%
Other	8	0.40%
Total (valid) responses	1,987	100.0%

Table 3 – Responses by suburb

Suburb	Responses	
	N	%
Atwell	181	9.11%
Aubin Grove	132	6.64%
Banjup	20	1.01%
Beeliar	148	7.45%
Bibra Lake	73	3.67%
Cockburn Central	61	3.07%
Coogee	28	1.41%
Hammond Park	119	5.99%
Munster	29	1.46%
North Coogee	12	0.60%
North Lake	10	0.50%
South Lake	97	4.88%
Spearwood	56	2.82%
Success	221	11.12%
Treeby	37	1.86%
Wattleup	1	0.05%
Yangebup	125	6.29%
Jandakot	55	2.77%
Piara Waters	81	4.08%
Forrestdale	4	0.20%
Harrisdale	39	1.96%
Wandi	51	2.57%
Other	407	20.49%
Total (valid) responses	1987	100.0%

Figure 3 – Responses by suburb



The 'other suburbs' included Leeming, Wellard, Willagee among others and often repeated suburbs that were in fact on the list.

Survey Analysis

Question 1 – Member term

How long have you been a member at Cockburn Aquatic & Recreation Centre (ARC)?

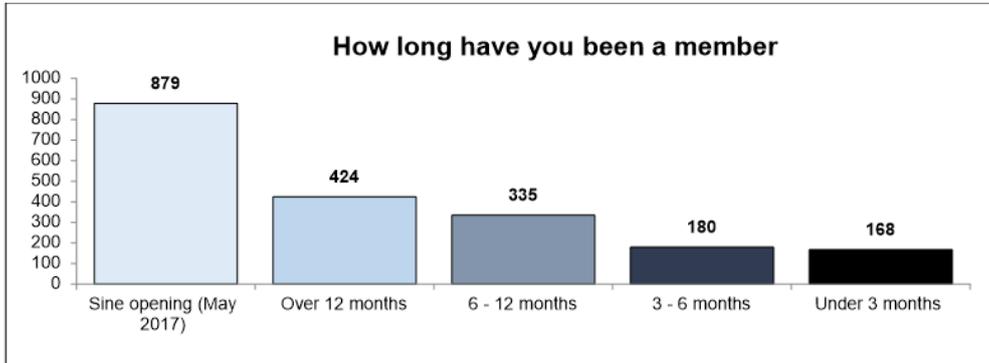
Respondents were asked to specify how long they have been a member at the Cockburn Aquatic & Recreation Centre (ARC). The majority of respondents have been a member since the opening of the facility in May 2017.

Table 4 and Figure 4 summarise the results below.

Table 4 – Question 1

How long have you been a member	Responses	
	N	%
Since opening (May 2017)	879	44.24%
Over 12 months	424	21.34%
6 to 12 months	335	16.86%
3 to 6 months	180	9.06%
Under 3 months	168	8.51%
Total (valid) responses	1986	100.0%

Figure 4 – Question 1



Question 2 – Gym frequency

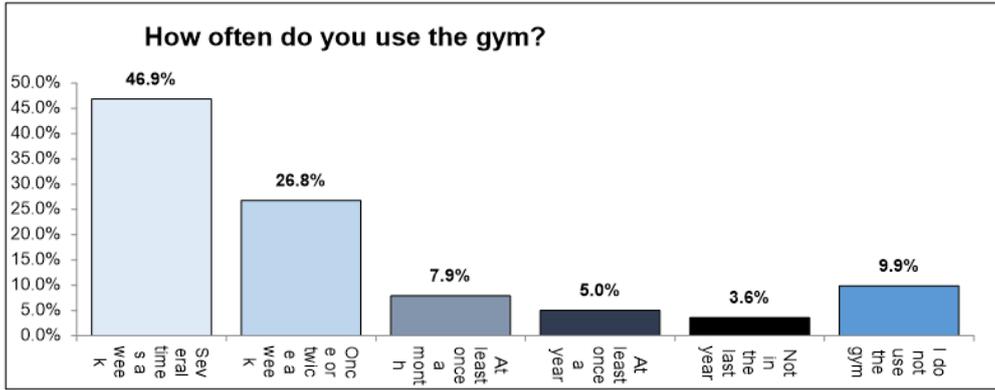
How often do you use the gym?

The majority of respondents used the gym 'several times' or 'once or twice a week'. It should be noted that there was a number of respondents indicated they do not use the gym as part of their membership. While the survey was not sent specifically to Aquatic only members, they would have been aware of the survey through later communications and Table 5 and Figure 5 summarise the results below.

Table 5 – Question 2

How often do you use the gym?	Responses	
	N	%
Several times a week	931	46.85%
Once or twice a week	532	26.77%
At least once a month	157	7.90%
At least once a year	100	5.03%
Not in the last year	71	3.57%
I do not use the gym	196	9.86%
Total (valid) responses	1987	100.0%

Figure 5 – Question 2



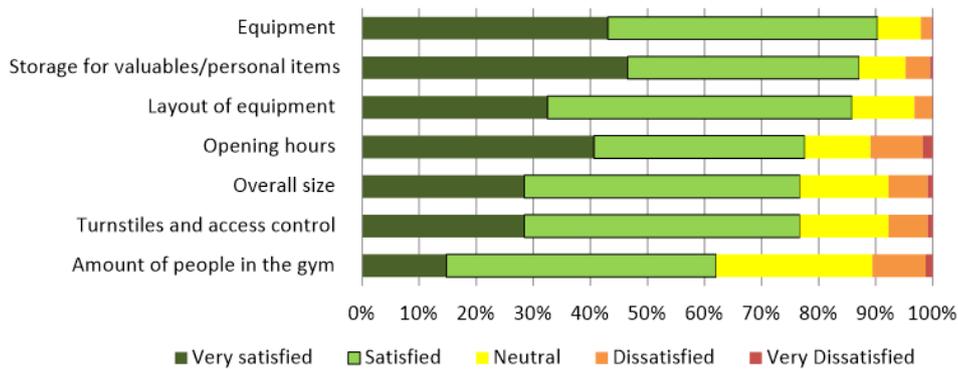
Question 3 – Gym satisfaction

How satisfied are you with the following elements of the gym?

Respondents were asked to specify their level of satisfaction with various elements of the gym and following components below.

Table 6 – Member satisfaction with elements of gym

Q3. Member Satisfaction with elements of gym



Word Cloud:

extended even added love enough nice week access limited wait
 many people larger always use gym seems one Please go start
 peak times don t open earlier also really hours come
 weekends difficult classes morning machines
 workout good opening hours times able space lot

find sometimes start often opening times room Please
 later always crowded well pool added make week
 members popular think peak periods nice pool area weight book
 especially way floor treadmills exercises understand facilities
 changing rooms longer floor space

Figure 5 – Satisfaction with amount of people in gym

The majority of respondents were ‘satisfied’ with this element of the gym, whilst 37.95% of respondents were either ‘neutral, dissatisfied or very dissatisfied’ which indicates the size of the gym is a concern to respondents.

Example of respondents comments:

“Amazing facilities, the friendliest staff, but sooo many people at the gym, there seems to be no space sometimes...”

“It gets a bit frustrating with the group fitness being held in the middle of the gym, at times it is a bit hazardous”

“Love going, but feel there needs to be more space and more equipment. On the really busy days, it gets very crowded, which makes it hard to use the machines.”

“I can only attend during peak periods, and often leave out of frustration from not being able to get on equipment”

“I think that the personal training classes shouldn’t be held in the gym as it makes it very crowded and busy in there.”

“I try to come at quieter times otherwise it’s often difficult to access the equipment I want to use”

“I usually try and time my visits so it is less busy periods but it can get pretty packed in the gym area. There have been times where I haven’t been able to access a locker in the gym area. I also do have to change my circuit routine and leave parts out when I can’t access the equipment I need, which occurs maybe one in four visits.”

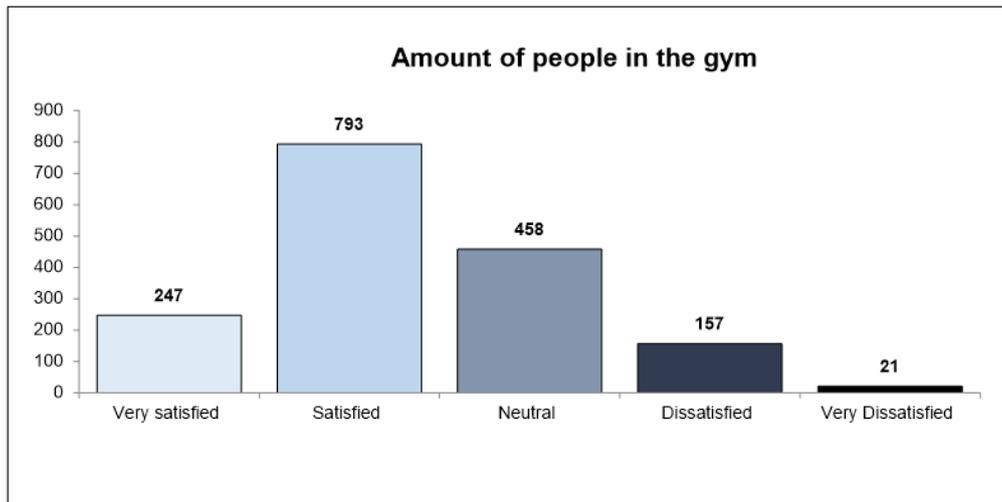
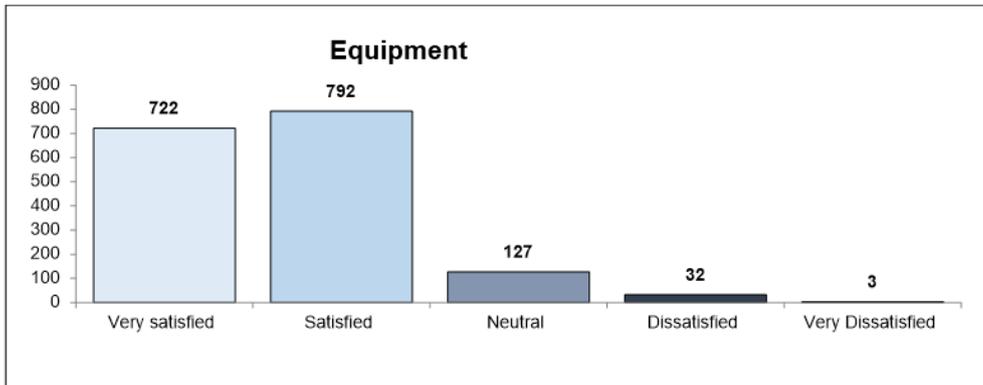


Figure 6 – Satisfaction with equipment

The majority of respondents were 'very satisfied or satisfied' with the gym equipment.



Example of respondents comments:

"Lack of designated Warm up/Stretching Space Minimal room to freely move around in main entrance to gym when Gymfit class is on moving between Cardio /Weight section"

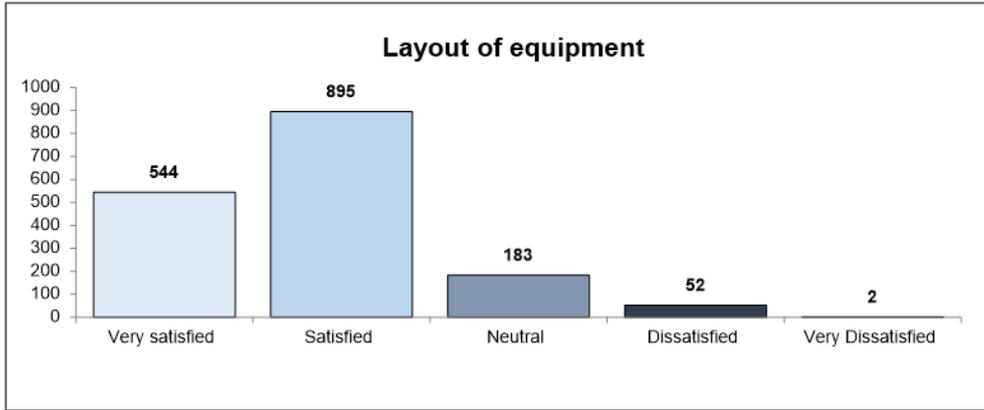
"Large gym but boring, traditional machines and layout. Would like to see ARC be a visionary for health clubs and move away from a cardio based facility (lots of treadmills and bikes)"

"Wait times for pin loaded machines can be difficult. I feel there should be more pin loaded equipment as they are great to have for the demographic we have in cockburn, they are easy to use and safe for newbies getting into weight training. There needs to be another smiths machine and some extra squat racks would be great! I also feel we need more incline decline benches as I often wait around for one even in the quieter times . We could really benefit from a bigger free weights area."

"The center is fantastic, could use a bigger free weights area and some mirrors in the functional training area by the windows. Another squat rack would be handy too."

Figure 7 – Satisfaction with layout of equipment

The majority of respondents were 'very satisfied or satisfied' with the equipment layout.



Example of respondents comments:

"Need more space for functional fitness... ropes, kettlebells, etc... at peak times there is not enough space for this, people walking between cardio and free weights... badly positioned area/space floor space"

"Afternoon sun bakes down on the equipment / floor area that overlooks the field."

"I like the open plan of the gym, and the views out the windows."

"Lack of designated Warm up/Stretching Space Minimal room to freely move around in main entrance to gym when Gymfit class is on moving between Cardio /Weight section"

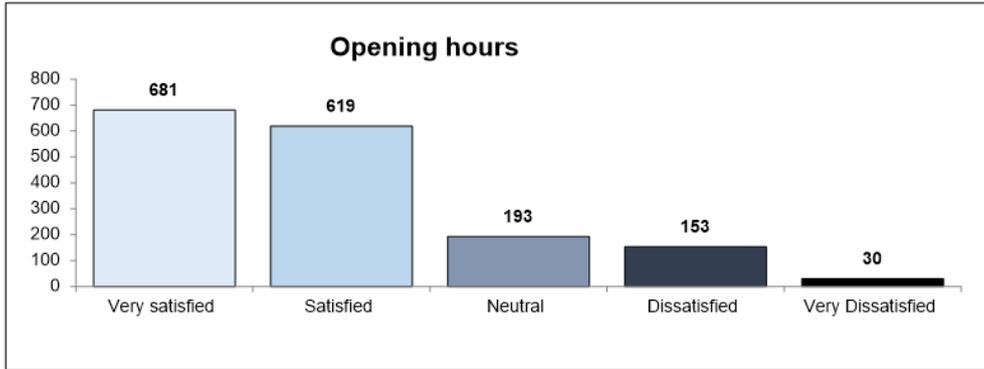
"Equipment to close together making it hard to workout, gym very full."

"Love going, but feel there needs to be more space and more equipment. On the really busy days, it gets very crowded, which makes it hard to use the machines."

"The patronage of the gym is growing, and certain machines and equipment is more popular than others, it may be wise to monitor the equipment that is used frequently and invest in more of them. Additionally, the spaces classes are held in the gym is unwise as many times I've had to dodge participants to get to the lockers or turnstiles."

Figure 8 – Satisfaction with opening hours

The majority of respondents were 'very satisfied or satisfied' with gym opening hours. 22.44% of respondents were either 'neutral, dissatisfied or very dissatisfied' with over 57 requests for 24/7 gym operating hours received.



Example of respondents comments:

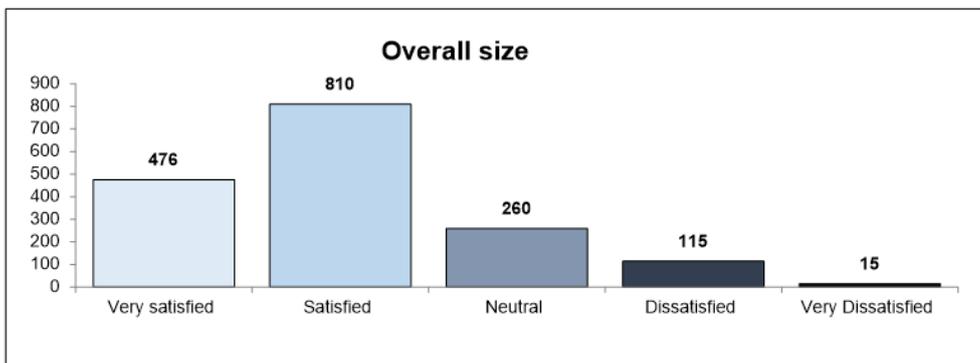
"It would be good if the gym could open at 3.30/4.00am to accommodate people in the Engineering & Construction Industry who start work at 6.00am"

"As people are working more and are time poor i was hoping the arc gym would go 24hr"

"would either like to see a 24/7 hours for the gym or an earlier open than 5am"

Figure 9 – Satisfaction with gym overall Size

The majority of respondents were 'satisfied' with gym size. 23.23% of respondents were either 'neutral, dissatisfied or very dissatisfied' with over 150 open ended comments by respondents raising concerns for the size of gym.



Example of respondents comments:

"The gym is significantly too small for how many people attend."

"Peak times are always busy, but still gives a nice buzz. Size is just OK but expect it to struggle if more members attend."

"Some equipment is too close and becomes a hazard when removing heavy plates"

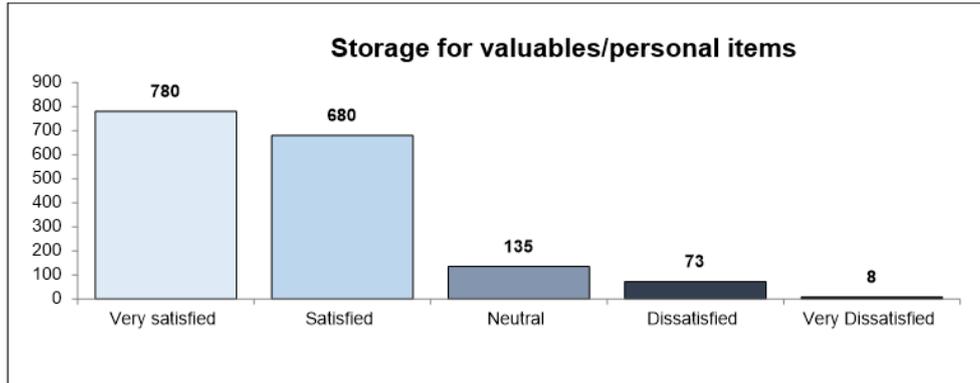
"Could do with more room to be able to stretch out, I do think the gym is cramped with all the equipment"

"Need to have a room or out doors for gymfit classes.. not comfortable having it in the middle of the floor with no room to move and have people step over you.."

"Wish for more space to put the floor mat for floor exercises"

Figure 10 – Satisfaction with storage for valuables and personal items

The majority of respondents were 'very satisfied or satisfied' with the equipment layout. However many commented that there were often not enough lockers available.



Example of respondents comments:

"There seems to be not enough lockers for the amount of members"

"Sometimes is hard to get a locker when the gym is full, a few more lockers wouldn't go astray"

"Bigger, deeper lockers would be more convenient for gym bags"

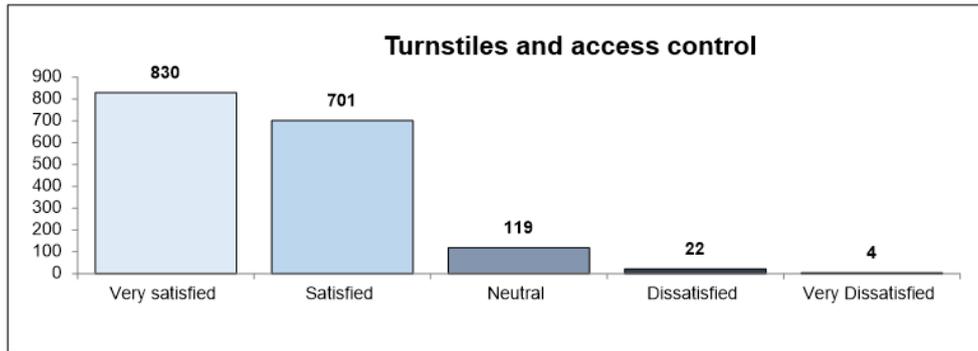
"More lockers in gym"

"When classes are on, there are not enough lockers"

"The schmick lockers lol... don't accommodate larger gym bags"

Figure 11 – Satisfaction with turnstile and access control

The majority of respondents were 'very satisfied or satisfied' with the turnstiles and access control for the gym.



Respondents were also given the opportunity to provide comments for Question 3. A total of 604 respondents provided comments. The results have been categorised into key themes and summarised into table 7 below. It should be noted that the common response and concerns raised by respondents relating to size of the gym and concerns relating to general overcrowding in the gym.

Table 7 – Summary of respondents’ comments to gym elements and overall satisfaction or dissatisfaction

Comments	Responses
	N
Member concerns for size of gym	119
General comments relating to equipment	71
Operating hours	108
Request for 24/7 access to gym	57
Requests for more lockers and secure storage	72
Comments relating to busy and overcrowding	201
General comments	128

Question 4 – Group fitness frequency

How often do you attend a group fitness class?

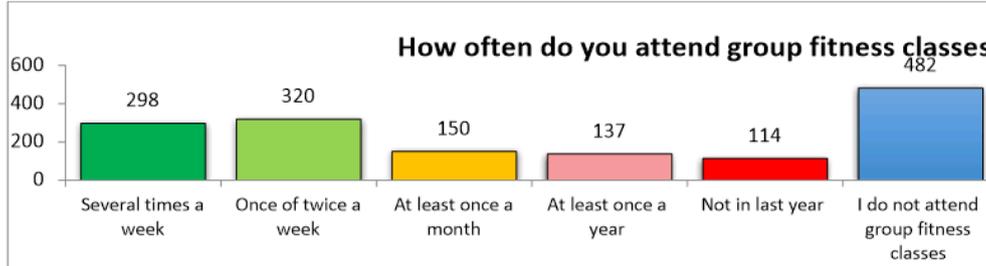
The majority of respondents used the gym ‘several times’ or ‘once or twice a week’. It should be noted that there was a number of respondents indicated they do not use the group fitness classes as part of their membership. Table 8 and Figure 12 summarise the results below.

Table 8 – Question 4

How often do you attend group fitness classes?	Responses	
	N	%
Several times a week	298	19.85%
Once or twice a week	320	21.32%
At least once a month	150	9.99%
At least once a year	137	9.13%

Not in the last year	114	7.59%
I do not attend group fitness classes	482	32.11%
Total (valid) responses	1501	100.0%

Figure 12 – Question 4



Question 5 – Group fitness usage

What group fitness spaces and studios do you typically attend?

The majority of respondents used the gym ‘several times’ or ‘once or twice a week’. It should be noted that there was a number of respondents indicated they do not use the group fitness classes as part of their membership. Table 9 and Figure 13 summarise the results below.

Table 9 – Question 5

What group fitness spaces and studios do you typically attend?	Responses	
	N	%
Main group fitness studio	641	42%
Body and mind studio (wellness classes)	532	35%
Indoor cycle studio	365	24%
Total (valid) responses	1538	100.0%

Figure 13 – Question 5



Question 6 – Main studio satisfaction

How satisfied are you with the following elements of the main group fitness studio?

Respondents were asked to specify their level of satisfaction with various elements of the main group fitness studio and following components below.

Table 10 – Member satisfaction with elements of main group fitness studio

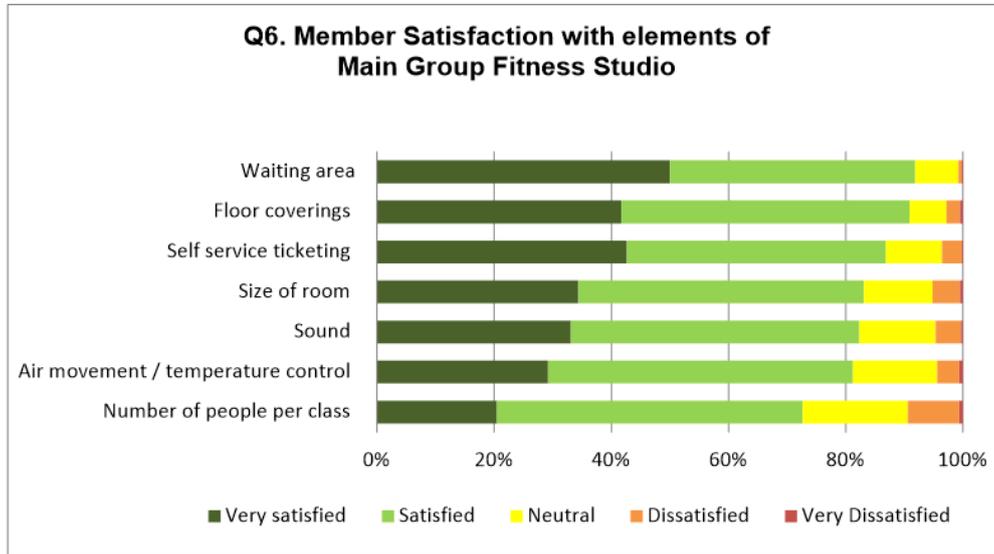
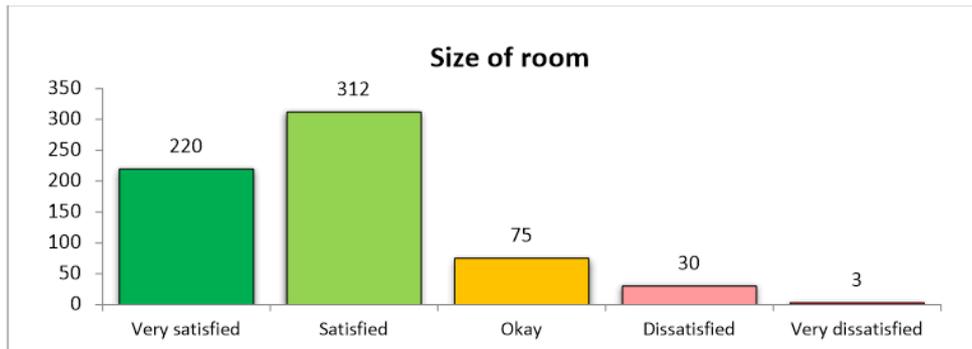


Figure 14 – Satisfaction with size of main group fitness studio

The majority of respondents were 'satisfied' with the size of the main group fitness studio, whilst 16.88% of respondents were 'okay, dissatisfied or very dissatisfied' with the size of the studio.



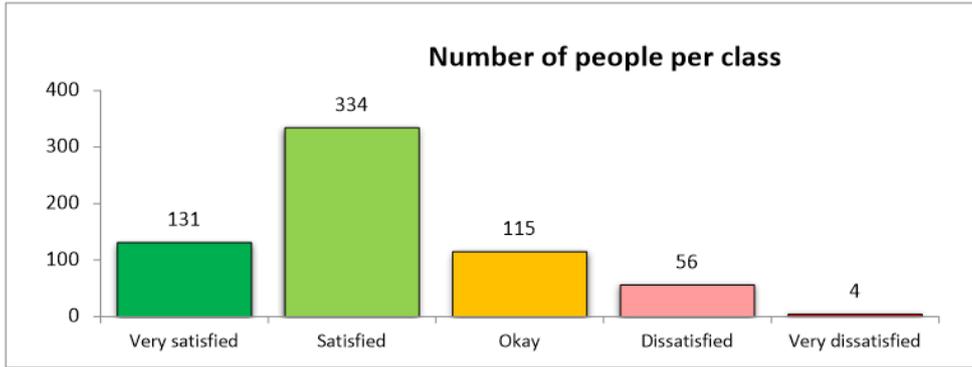
Example of respondents comments:

"The size of the room is too small for classes like body pump especially with weights and equipment"

"Too many participants for the size of the room during some classes"

Figure 15 – Satisfaction with number of people per class

The majority of respondents were 'satisfied' with the size of the main group fitness studio, whilst 27.35% of respondents were 'okay, dissatisfied or very dissatisfied' with the number of people per class, which supports the concerns with room size outlined in figure 14.



Example of respondents comments:

“Too many participants for the size of the room during some classes”

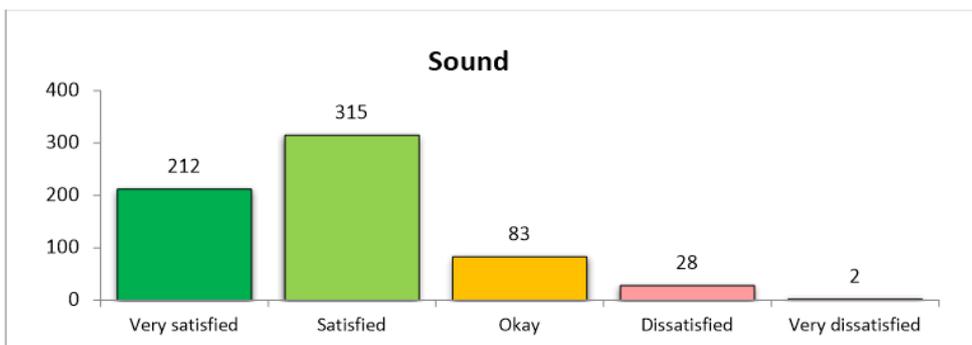
“Classes can sometimes get very crowded, especially on the weekends and so the room becomes hot very quickly”

“The pump class numbers are extremely large, another studio for pump class at the same early morning timeslots would be beneficial.”

“Combat classes can be over crowded and you feel you can’t do your best and you will hit the person next to you.”

Figure 16 – Satisfaction with audio visual

The majority of respondents were ‘satisfied’ with the audio visual systems in the studio.



Example of respondents comments:

“Instructors are always having trouble with the sound the TV never really works”

Figure 17 – Satisfaction with self service ticketing

The majority of respondents were 'very satisfied or satisfied' with the self service ticketing system.

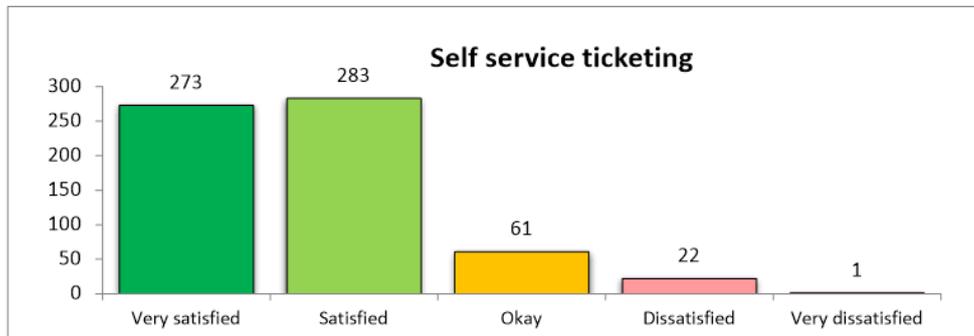
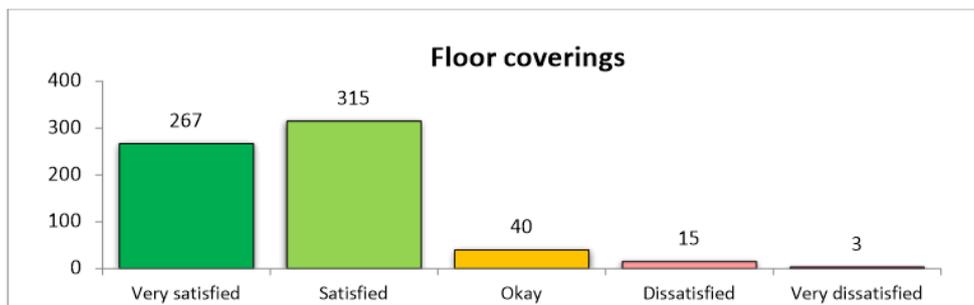


Figure 18 – Satisfaction with floor coverings

The majority of respondents were 'very satisfied or satisfied' with floor coverings in the studio. Some patrons found the floors were slippery.



Example of respondents comments:

"Floor can be slippery when doing planks and push ups"

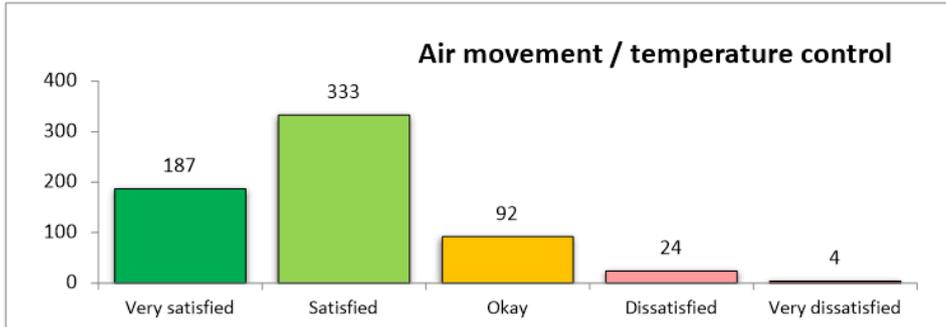
"Floor surface sticky. Shoes grip on floor not good when doing Zumba."

"Don't like the floors, too slippery especially if you are working up a sweat"

"I find floors are slippery especially when you're doing the HIIT movements, eg burpees, pushups etc. Rubber floors are so much better with these types of exercises, and good for the old knees as well."

Figure 18 – Satisfaction with air movement and temperature control

The majority of respondents were 'satisfied' with air movement and temperature control of the studio.



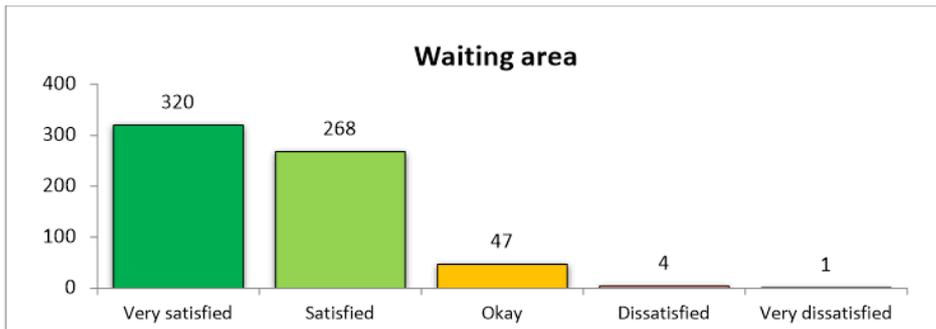
Example of respondents comments:

"During the class time we need more fresh air"

"There is a huge draught from the fans and I find it very cold at times and cannot find a spot away from them"

Figure 19 – Satisfaction with waiting area / members lounge

The majority of respondents were 'very satisfied or satisfied' with the waiting area and members lounge space at the Centre. It should be noted that less than 3% of respondents indicated they use the members lounge area/space. There was however some commentary about the entry and exit to the class itself.



Example of respondents comments:

"Change over between classes is a free for all, instructors need to ensure patrons can leave the room without being trampled."

"There should be a separate entrance and exist for group fitness room, so much congestion at the door"

"The waiting area is in my opinion a waste of space"

Respondents were also given the opportunity to provide comments for Question 6. A total of 207 respondents provided comments. The results have been categorised into key themes and summarised into table 11 below.

Table 11 – Summary of respondents' comments to main group fitness studio elements and overall satisfaction or dissatisfaction

Comments	Responses	
	N	%
Concerns relating to the size of the studio	28	14%
Negative comments relating to feeling overcrowded	59	29%
Comments relating to booking and ticketing system	43	21%
Believe the floor is slippery	26	13%
Concerns with the sound and audio visual system	29	14%
General positive comments relating to program and staff	15	7%
Other comments	7	3%
Total (valid) responses	207	100.0%

Question 7 – Mind and body satisfaction

How satisfied are you with the following elements of the mind and body studio?

Word cloud:

cold aircon cold sound proof another soundproofing close hard layout
 Need bigger Balance Size room small number people distracting
 taking popular everyone crowded bit small many people
 turned quite per room small Room little always walls
 noise fully booked full size often put bigger main studio
 classes find yoga gym sometimes go hear
 smelly times spin small use yoga classes pump
 studio night sound main makes floor coverings
 instructor noisy attended probably people

Respondents were asked to specify their level of satisfaction with various elements of the mind and body studio and following components below.

Table 12 – Member satisfaction with elements of the mind and body studio

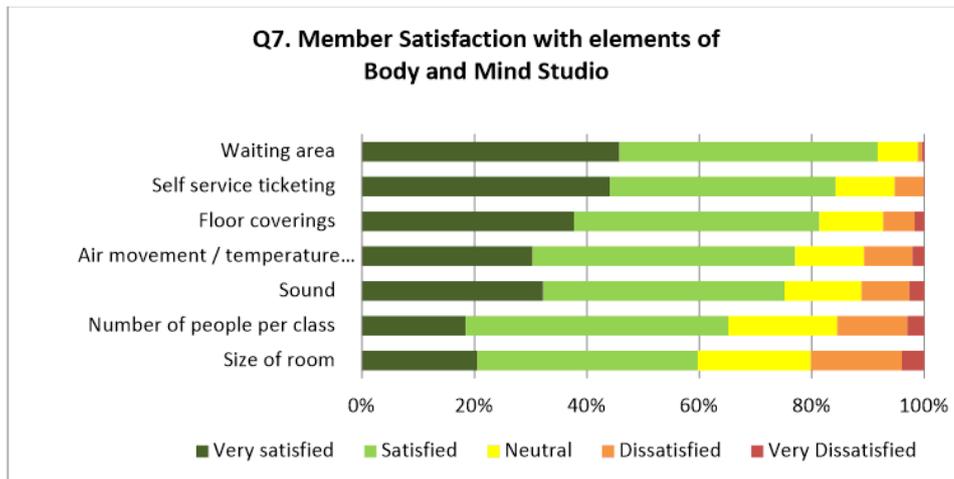
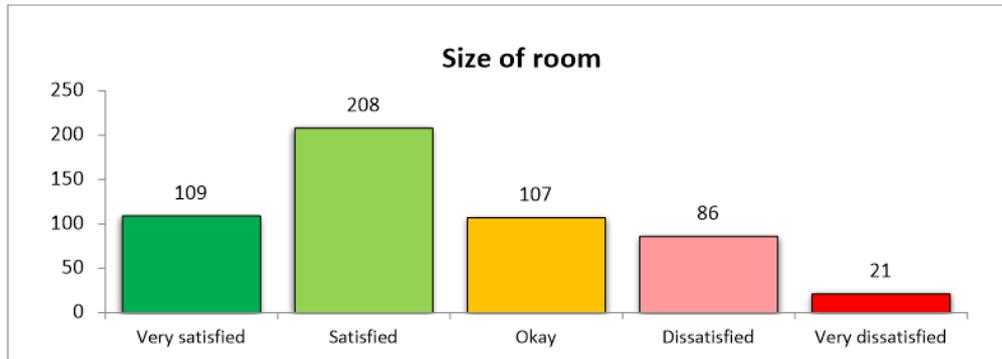


Figure 20 – Satisfaction with size of body and mind studio

The majority of respondents were 'satisfied' with the size of the body and mind studio, whilst 40.30% were 'okay, dissatisfied or very dissatisfied' with the size of the body and mind studio. It should be noted the Centre receives regular negative comments relating to the size of the studio and numerous members have cancelled due to being unable to book into wellness classes.



Example of respondents comments:

"Room off shape for classes and probably too small. Carpet can be a little smelly"

"The layout is also average, because the stage is at the top of the length of the room there are many people at the back who can't see as well and the mirrors aren't as useful as they could be. A larger room and the stage being better positioned would be great."

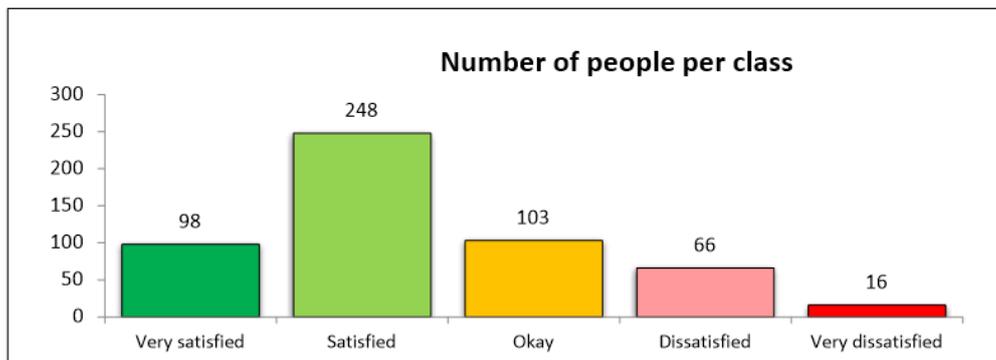
"Need more space for yoga"

"A larger room would be ideal and positioning of the stage makes it hard to see the instructor due to glare from the windows. The room is not soundproofed well enough. Some classes conducted in the Mind Body studio are not suited to carpet."

"Hard to see the instructor from the back of the room"

Figure 21 – Satisfaction with number of people per class

The majority of respondents were 'satisfied' with the number of people per class, whilst 27.35% were 'okay, dissatisfied or very dissatisfied' with the number of people per class, further supporting the studio is not the appropriate size.



Example of respondents comments:

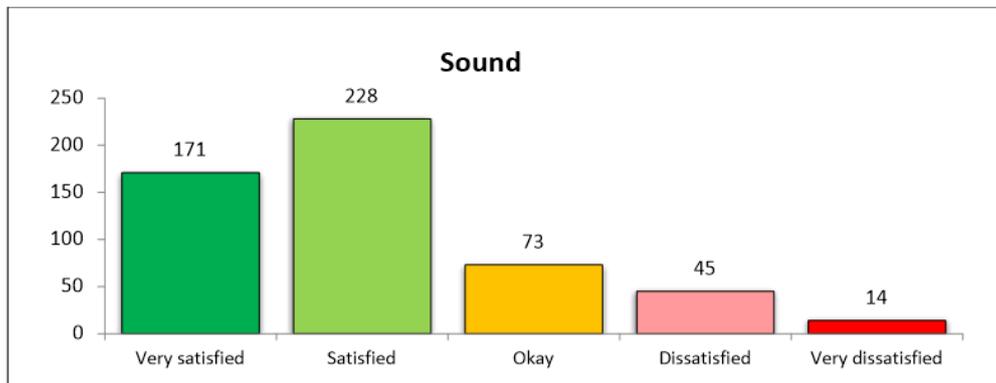
"Its too squashy in there and the space is very Bleugh! there is no vibe or ambiance in the space and it is very clinical and a few plants and nice lighting would be great"

"The body and mind studio is was too small, I can never book into classes and the room is always packed. Need to be twice the size and perhaps a different location away from the noisy studios."

"There are too many people for this room, I attend yoga every evening and it is always packed."

Figure 22 – Satisfaction with sound

The majority of respondents were 'satisfied' with the audio visual systems in the studio. Several respondents however commented that the noise from the classes in the next door Main Group Fitness Studio and Indoor Cycle significantly disrupted their enjoyment of the classes in the Mind and Body Studio.



Example of respondents comments:

"Shouldn't the sound system be at the front rather than on the side? Instructors have to run around between the stage and the controls. Size of the room could be bigger"

"It was very loud in the class next door and so I couldn't hear the teacher well"

"It was a while ago that I attended a Yoga class and found it very distracting with the main gym music outside music and RPM room music going on to relax."

"Next door room is easy to hear unfortunately"

"The sound from the other rooms, especially during yoga is intolerable some days"

"Its mind and body studio so people expect to meditate etc but the next room is too loud sometimes."

"The walls are not very soundproof - during a pilates class you can hear the 'doof doof' of the spin class nextdoor, which isn't exactly relaxing!"

"We can hear the noise from the Wednesday fitness room classes during the rejuvenation yoga class which make it challenging to hear the yoga music and focus on class objectives."

"The room needs sound proofing from the other studios. It's not fun trying to mediate when you have an instructor next door yelling go go go! And the music is thumping. I've been in the other classes and the instructors actually laugh and turn up the music on purpose. The carpet is coming up in places. Again it gets pretty crowded."

"I am perplexed as to why you would locate the Mind Body studio in between the RPM and Group fitness studios. If the walls were sound proof that would be better, but the noise that radiates through the walls is very distracting and takes away from the benefits of the class mainly for relaxation."

Figure 23 – Satisfaction with self service ticketing

The majority of respondents were 'satisfied' with the self service ticketing system.

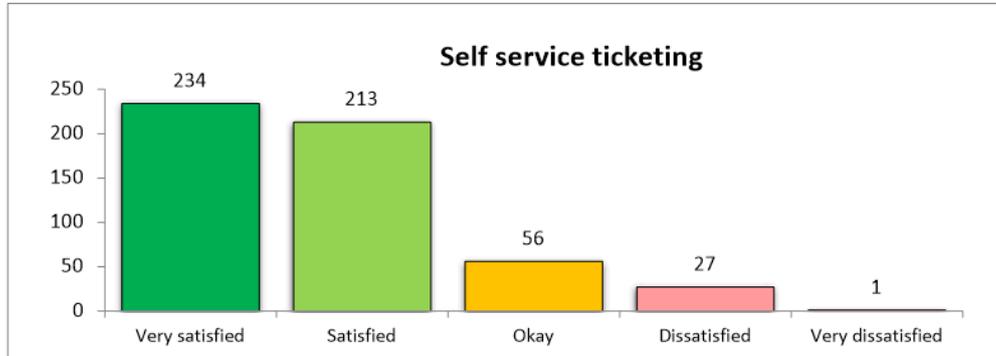
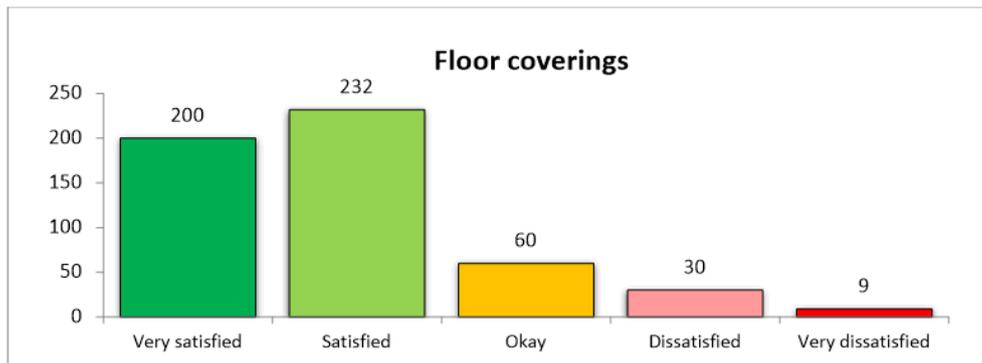


Figure 24 – Satisfaction with floor coverings

The majority of respondents were 'satisfied' with the floor coverings in the studio, whilst it should be noted numerous comments were received relating to the smell of the studio, this has been resolved operationally.



Example of respondents comments:

"Prefer floor in main studio for Body Balance. Carpet too soft for balance poses, yoga mat can catch when moving to the side making for a trip hazard. Much prefer main studio for Body Balance. Also small room find yourself touching others when extending arms"

"Not suitable for Zumba classes The area is too small and the floor covering can cause ankle and knee injuries"

Figure 25 – Satisfaction with air movement and temperature control

The majority of respondents were 'satisfied' with the air movement and temperature in the studio.

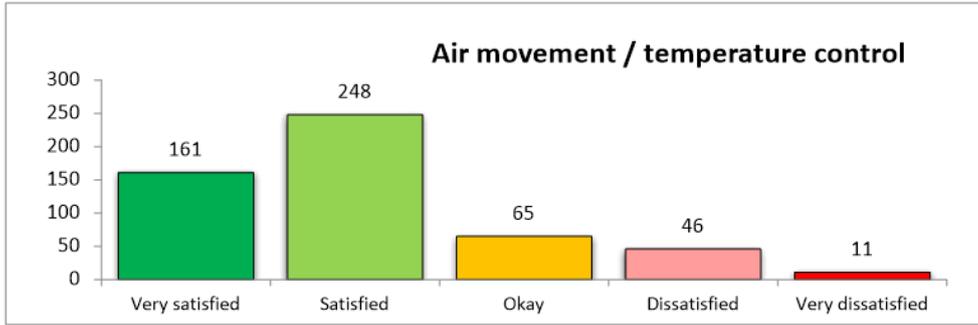
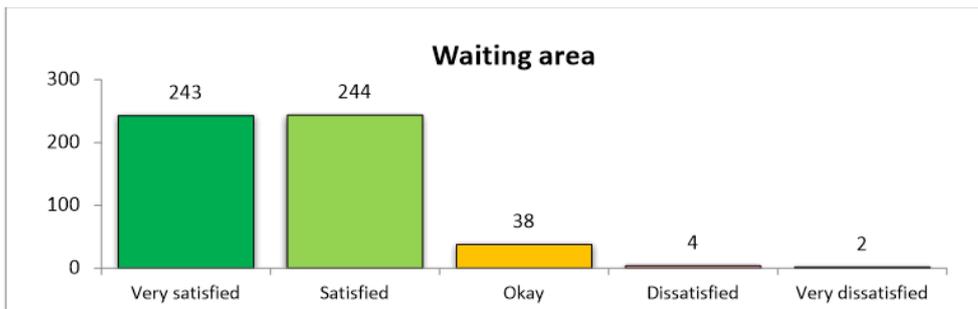


Figure 26 – Satisfaction with waiting members lounge area

The majority of respondents were 'satisfied satisfied or satisfied' with the waiting area outside the studio. It should be noted that less than 3% of respondents indicated they use the members lounge area/space.



Example of respondents comments:

"Seating in waiting area can get a bit cramped and because the class is so packed everyone sits close to the door to be first one in." (Believe this relates to just the chairs facing the studio, not the members lounge)

Respondents were also given the opportunity to provide comments for Question 7. A total of 224 respondents provided comments. The results have been categorised into key themes and summarised into table 9 below.

Table 13 – Summary of respondents’ comments to mind and body studio elements and overall satisfaction or dissatisfaction

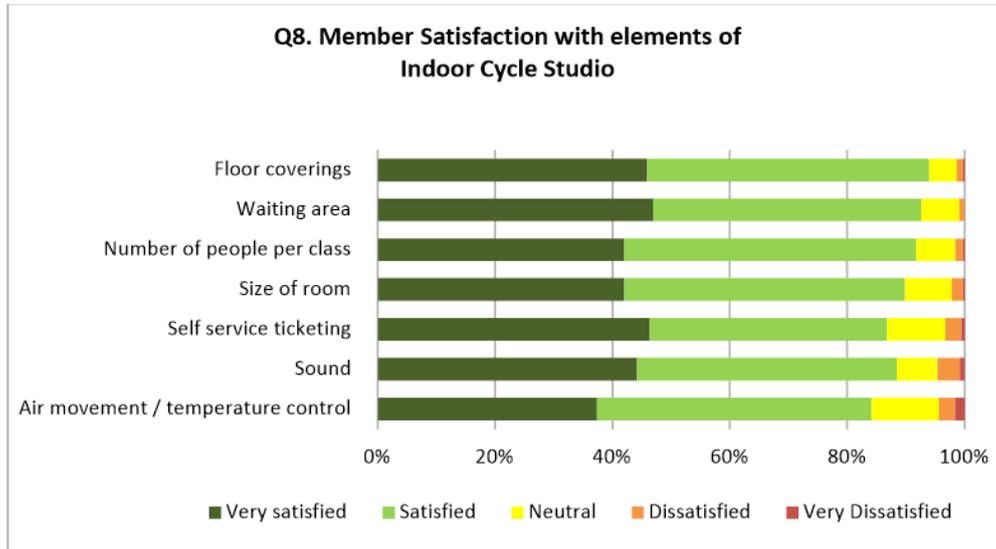
Comments	Responses
	N
Concerns for temperature control, air movement, room smell	39
Would like improved floor surface to studio	20
Concerns of noise transfer between studios	64
General positive comments relating to program and staff	27
Concerns relating to the size of the studio	74
Total (valid) responses	224

Question 8 – Indoor cycle satisfaction

How satisfied are you with the following elements of the indoor cycle studio?

Respondents were asked to specify their level of satisfaction with various elements of the indoor cycle studio and following components below.

Table 14 – Member satisfaction with elements of the indoor cycle studio

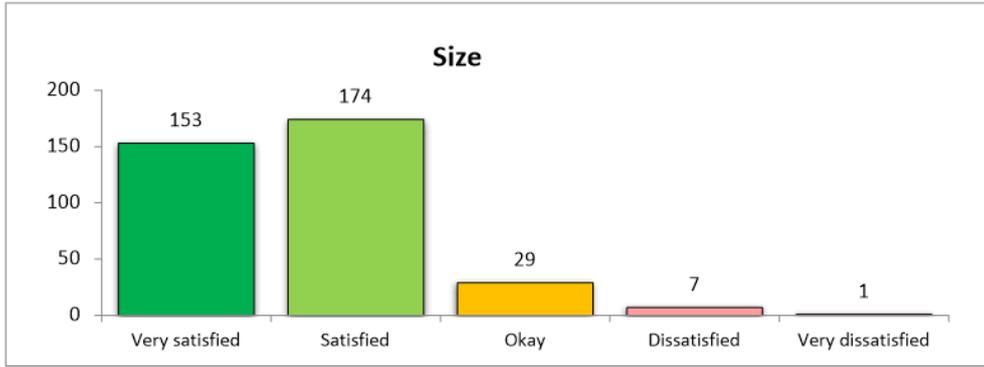


World Cloud



Figure 27 – Satisfaction with size of indoor cycle studio

The majority of respondents were 'satisfied' with the size of the indoor cycle studio.



Example of respondents comments:

"We have the best indoor cycle studio in Perth, very lucky"

"The room is too big and air movement is a concern.. A smaller room would be better, darker with feature lighting etc"

"Love the size of the classes and the sound"

Figure 28 – Satisfaction with number of people per class

The majority of respondents were 'satisfied' with the number of people per class in the indoor cycle studio.

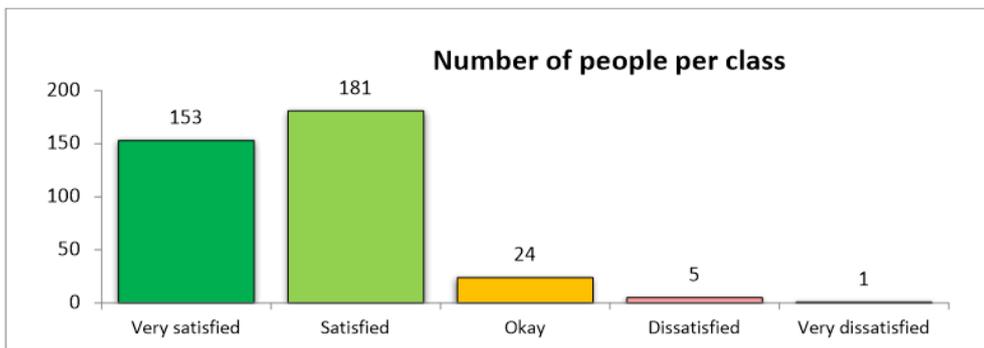


Figure 29 – Satisfaction with sound

The majority of respondents were 'very satisfied or satisfied' with the audio visual system in the indoor cycle studio.

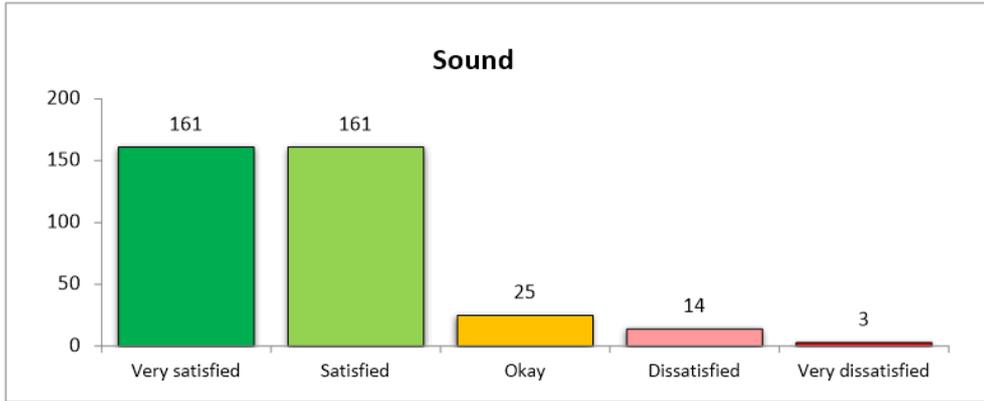


Figure 30 – Satisfaction with self service ticketing

The majority of respondents were 'very satisfied or satisfied' with the self service ticketing system.

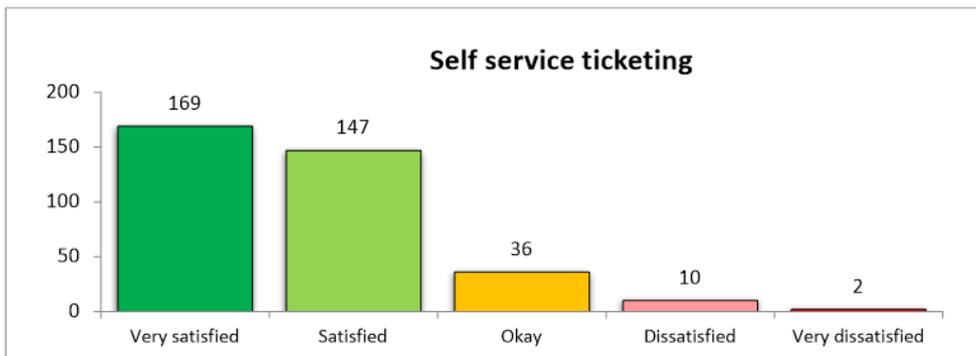
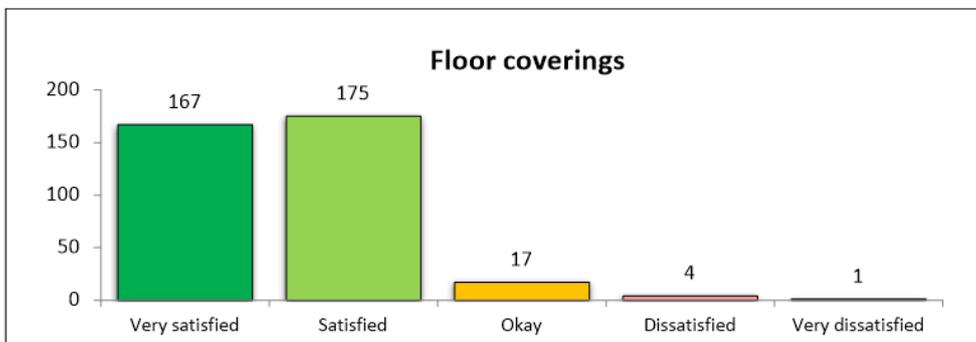


Figure 31 – Satisfaction with floor coverings

The majority of respondents were 'very satisfied or satisfied' with the floor coverings.

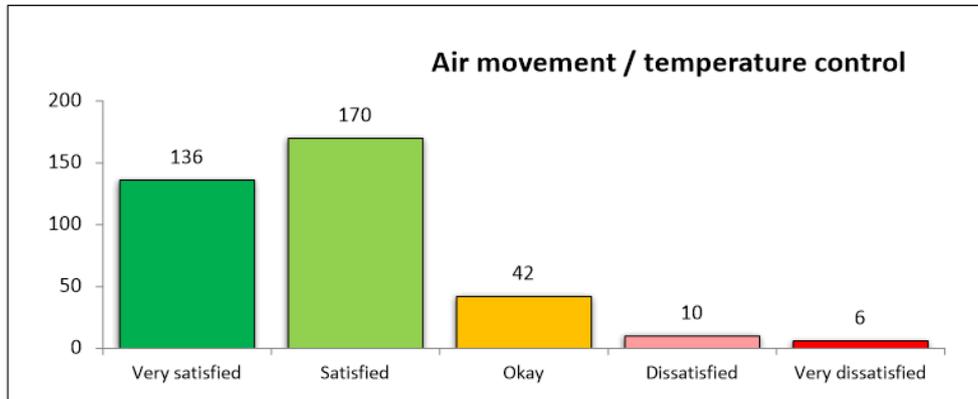


Example of respondents comments:

"Floor coverings should be such that mopping of sweat can be done. Currently, the carpet soaks up the sweat."

Figure 32 – Satisfaction with air movement and temperature control

The majority of respondents were 'satisfied' with the air movement and temperature control of the indoor cycle studio, whilst 15.96% were 'okay, dissatisfied or very dissatisfied' with this element.



Example of respondents comments:

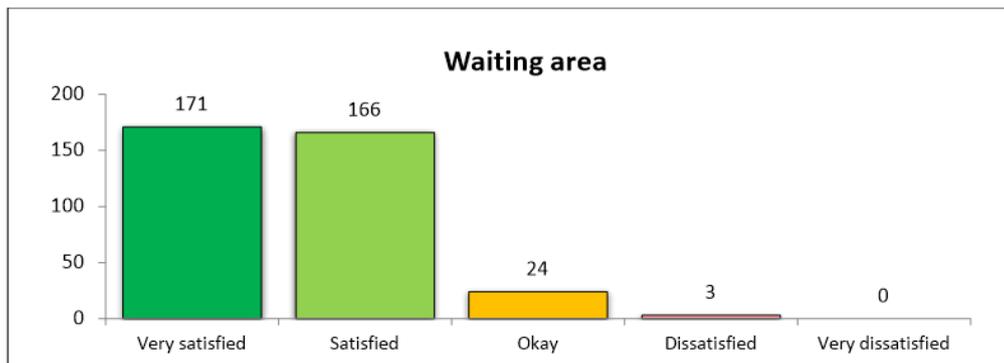
"The fans electrical circuit needs to be reviewed to allow half the room with fans and half without. Easy fix that would keep many members happy."

"The fans effect my asthma, and therefore my workout. I would prefer the fans are not so direct or the room temperature is lower. this is personal and I do move bikes but it can be tricky as the fans also move and change positions."

"Could be colder when the class is running"

Figure 33 –Satisfaction with waiting members lounge area

The majority of respondents were 'satisfied satisfied or satisfied' with the waiting area outside the studio. It should be noted that less than 3% of respondents indicated they use the members lounge area/space.



Example of respondents comments:

"In the waiting area near the lifts (upstairs) it would be nice to have some couches/stools that are free standing. If you sit there everyone has to sit in a row rather than being able to sit facing each other. It's a nice area to sit and chat as it is quieter than downstairs."

Respondents were also given the opportunity to provide comments for Question 8. A total of 83 respondents provided comments. The results have been categorised into key themes and summarised into table 15 below.

Table 15 – Summary of respondents’ comments to indoor cycle studio elements and overall satisfaction or dissatisfaction

Comments	Responses	
	N	
Concerns with air movements and temperature	22	
General positive comments relating to program and staff	15	
Comments relating to timetable	10	
Concerns with bike layout continually changing	10	
Comments relating to booking and ticketing system	4	
Concerns with the sound and audio visual system	15	
Concerns with bike maintenance standards	7	
Total (valid) responses	83	

Question 9 – Member lounge usage

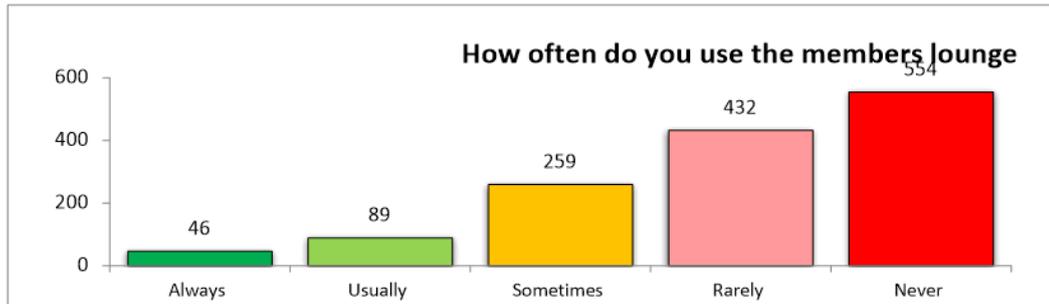
How often do you spend time in the members lounge located outside the gym and fitness studios?

Respondents were asked to specify how often they occupy the members lounge located outside the gym and fitness studios. It should be noted that there was a number of respondents indicate they never or rarely occupy the members lounge area. Table 16 and Figure 34 summarise the results below.

Table 16 – Question 9

How often do you spend time in the members lounge?	Responses	
	N	%
Always	46	3.33%
Usually	89	6.45%
Sometimes	259	18.77%
Rarely	432	31.30%
Never	554	40.14%
Total (valid) responses	1380	100.0%

Figure 34 – Question 9



Question 10 – Expansion preference

Rank the following health and fitness extension options in order of preference?

Respondents were asked to rank a number of potential health and fitness extension options in order of preference. A total of 1,331 respondents ranked the options in order of priority (1 to 5) with option 1 being the option respondents would most like to see implemented and option 5 being ranked the last option respondents would like to see implemented. Table 17 summarise the results below.

Table 17 – Question 10

Rank the following health and fitness extension options in order of preference?	Responses	
	N	%
Rank 1 Expansion of the gym floor and total gym space	686	52.57%
Rank 2 An additional group fitness studio	287	24.51%
Rank 3 A larger main group fitness studio	331	26.04%
Rank 4 A larger mind and body studio	334	26.13%
Rank 5 A completely separate mind and body studio	307	23.98%



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Appendix C: Consultation Outcomes Report

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Background

Cockburn Aquatic & Recreation Centre (ARC) officially opened in May 2017 and since then has recorded over 2 million attendances by residents, members and guests, 45% more than original projections. Since opening, ARC has recorded excellent statistical, customer satisfaction and financial results, particularly for a Centre that comprises of comprehensive aquatic operations, and the facility is considered the industry benchmark in the sport and recreational industry in Perth Western Australia.

In response to higher than projected member and attendance numbers, the Health and Fitness Spaces have been identified as reaching capacity and not able to meet the future needs of the City's growing population. Therefore, the administration has initiated a project to review and consider future changes at the Centre which may include the expansion of the Health and Fitness spaces to enable the City to continue to support the increased participation and membership numbers that are anticipated with the City's growing population.

In January 2019, the City conducted a targeted consultation process, surveying 6,000 active Health and Fitness members at Cockburn ARC. Members were invited to complete a comprehensive survey to provide feedback on the existing Health and Fitness spaces at Cockburn ARC.

Consultation closed on **8 February 2019** and a total of **1,987** participants responded. The results were analysed and provided to the City's Architect to complete a design options report, addressing the key issues and outcomes identified as part of the consultation process.

The City received the design options report in October 2019 and subsequently conducted a second stage of consultation on the preferred design option, surveying active Health and Fitness members at Cockburn ARC and inviting public comment by the City's residents and ratepayers. The proposed changes include:

- Increasing the size of the Gym to 1,500m²
- Increasing the size of the Body and Mind studio to 250m²
- Relocating all three studios to ensure improved sound, experience and comfort
- Relocating the level one administration to other areas in the facility and downsizing reception
- Converting the Gym to 24 hour access.

Methodology

In November 2019, the City conducted a second round of community consultation, surveying 6,000 active Health and Fitness members at Cockburn ARC. Members, residents and ratepayers were invited to complete a comprehensive survey to provide feedback and input into the preferred design to extend and modify the existing Health and Fitness spaces at cockbur4n ARC. Members, residents, ratepayers and stakeholders could provide feedback by:

- Completing the online survey
- Attendance at one of four information sessions at Cockburn ARC
- Completing a form at a drop in session at Cockburn ARC
- Sending a email to comment@cockburn.wa.gov.au
- Phone the Cockburn ARC manager on 9411 3376

Consultation closed on **20 December 2019** and a total of **949** participants responded.

Survey Demographics

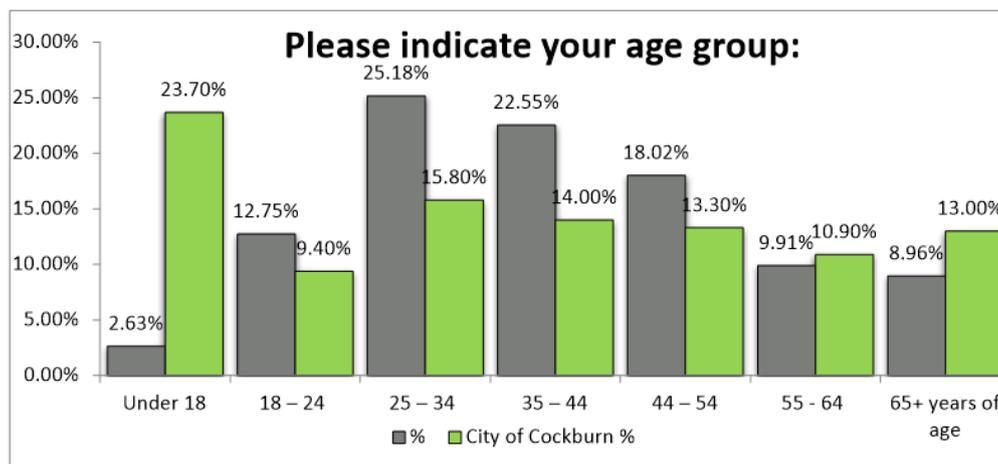
The following provides an analysis of the quantitative and qualitative data gathered from the Cockburn Aquatic & Recreation Centre (ARC) Health and Fitness consultation survey conducted between **25 November 2019** and **20 December 2019**

A total of **949** responses were collected throughout the **26-day** consultation period. It should be noted that the under 18 years of age group were under-represented in this survey response, which is due to age restrictions applied on facility memberships to meet kids in gyms guidelines. This data has been summarised in the sections below:

Customer Demographics:

Table 1 – Responses by age compared with Cockburn %Age groups	Survey Responses		Cockburn ¹
	N	%	%
Under 18 years of age*	25	2.63	23.70%
18–24 years of age	121	12.75	9.40%
25–34 years of age	239	25.18	15.80%
35–44 years of age	214	22.55	14.00%
45–54 years of age	171	18.02	13.30%
55–64 years of age	94	9.91	10.90%
65+ years of age	85	8.96	13.00%
Total (valid) responses	949	100.0%	100.0%

Figure 2 – Responses by age compared with Cockburn (%)



¹ "Cockburn" represents the total proportion of each age group across the City of Cockburn ([Source: Profile Id. 2016](#)).

Table 2 – Responses by gender

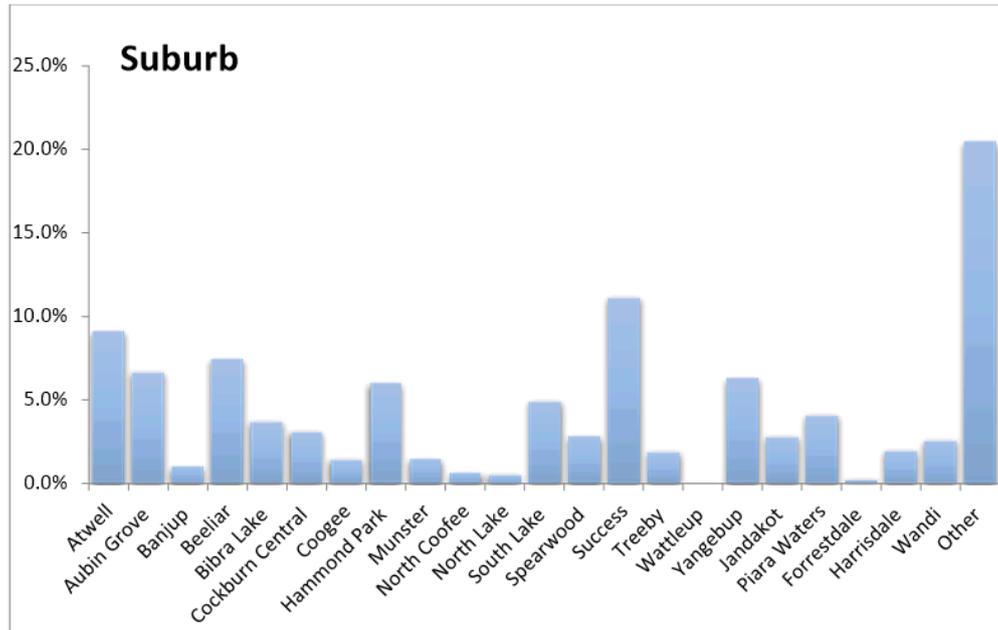
What is your gender	Responses	
	N	%
Female	593	62.5%
Male	353	37.2%
Other	3	0.3%
Total (valid) responses	949	100.0%

Table 3 – Responses by suburb

Suburb	Responses	
	N	%
Atwell	76	8.0
Aubin Grove	56	5.9
Banjup	3	0.3
Beeliar	71	7.5
Bibra Lake	22	2.3
Cockburn Central	34	3.6
Coogee	14	1.5
Hammond Park	68	7.2
Munster	24	2.5
North Coogee	3	0.3
North Lake	14	1.5
South Lake	44	4.6
Spearwood	20	2.1
Success	123	13.0
Treeby	2	0.2
Wattleup	1	0.1
Yangebup	58	6.1
Jandakot	17	1.8
Piara Waters	38	4.0
Forrestdale	2	0.2
Harrisdale	14	1.5
Wandi	39	4.1
Other	206	21.70
Total (valid) responses	949	100

Figure 3 – Responses by suburb

The 'other suburbs' included Leeming, Wellard, Willagee among others and often repeated suburbs that were in fact on the list.



Survey Analysis

Question 1 – Member term

How long have you been a member at Cockburn Aquatic & Recreation Centre (ARC)?

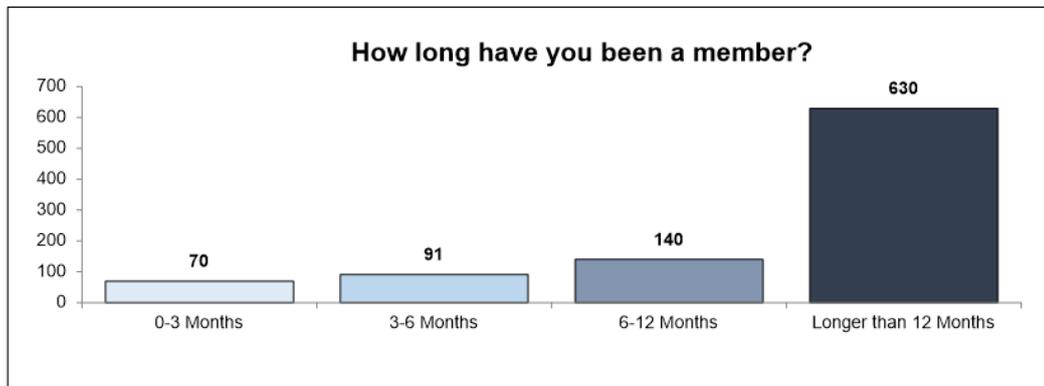
Respondents were asked to specify how long they have been a member at the Cockburn Aquatic & Recreation Centre (ARC). The majority of respondents (66.40%) have been a member since the opening of the facility in May 2017.

Table 4 and Figure 4 summarise the results below.

Table 4 – Question 1

How long have you been a member	Responses	
	N	%
I am not a member at Cockburn ARC	18	1.9%
Over 12 months	630	66.40%
6 to 12 months	140	14.80%
3 to 6 months	91	9.6%
Under 3 months	70	7.38%
Total (valid) responses	949	100.0%

Figure 4 – Question 1



Question 2 – Proposed changes to gym

Please indicate whether you support or do not support increasing the size of the gym to 1,500m2

Respondents were asked to view the proposed concept plans and provide their level of support or otherwise on increasing the size of the gym from 950m2 to approximately 1500m2.

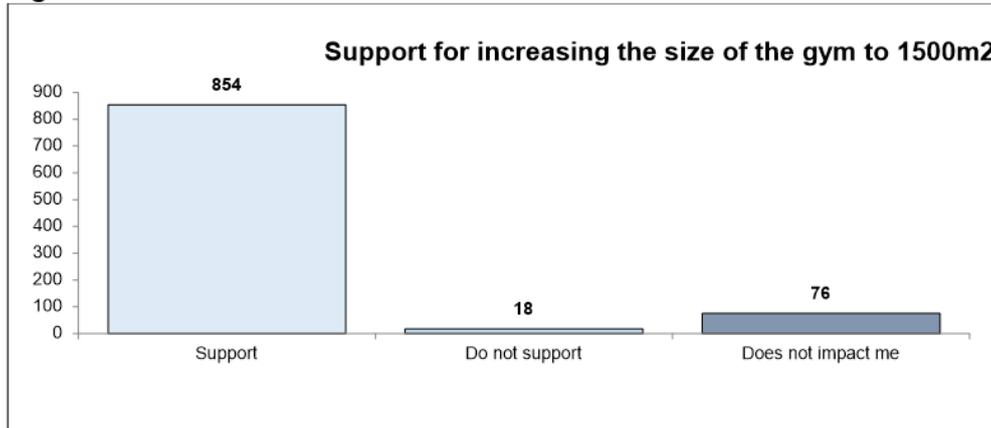
The majority of respondents support the proposed expansion of the gym with 90.1% of respondents supporting increasing the size of the gym. Whilst the survey was provided to all active members and promoted widely on the City's social media platforms and comment on Cockburn, 8% of respondents responded that it does not impact them.

Table 5 and Figure 5 summarise the results below.

Table 5 – Question 2

Support or do not support?	Responses	
	N	%
Support	854	90.1%
Do not support	18	1.9%
Does not impact me	76	8.0%
Total (valid) responses	948	100.0%

Figure 5 – Question 2



Question 3 –Proposed changes Mind and Body Studio

Please indicate whether you support or do not support increasing the size of the body and mind studio to 250m2 and relocating

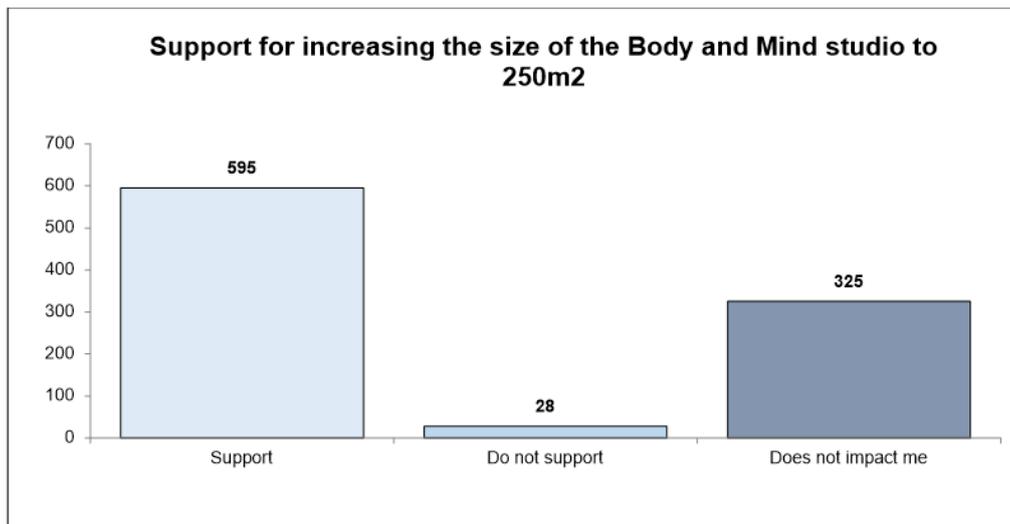
Respondents were asked to view the proposed concept plans and provide their level of support or otherwise on increasing the size of the Mind and Body studio and relocating to reduce the noise transfer issue between studios.

Table 6 and Figure 6 summarise the results below.

Table 6 – Question 3

Support or do not support?	Responses	
	N	%
Support	595	46.85%
Do not support	28	26.77%
Does not impact me	325	7.90%
Total (valid) responses	948	100.0%

Figure 6 – Question 3



Question 4 – Proposed changes to Main Group Fitness Studio

Please indicate whether you support or do not support relocating the Main Group Fitness Studio and connecting to the Gym

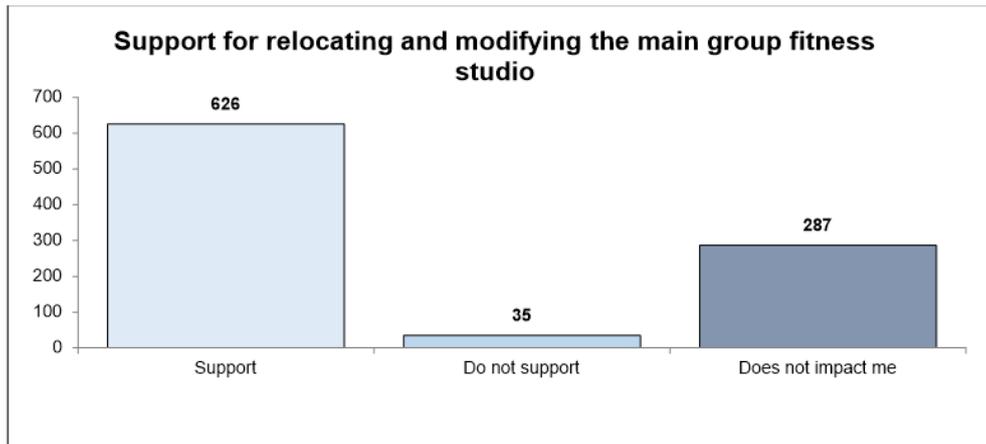
The majority of respondents supported relocating and modifying the main group fitness studio and almost of third of respondents felt that the proposal would have no impact on their current usage of the facility.

Table 7 and Figure 7 summarise the results below.

Table 7 – Question 4

Support for relocating and modifying the main group fitness studio	Responses	
	N	%
Support	626	66.0%
Do not support	35	3.7%
Does not impact me	287	30.3%
Total	948	100.0%

Figure 7 – Question 4



Question 5 – Proposed changes to Indoor Cycle Studio

Please indicate whether you support or do not support relocating the Indoor Cycle Studio and completing modifications

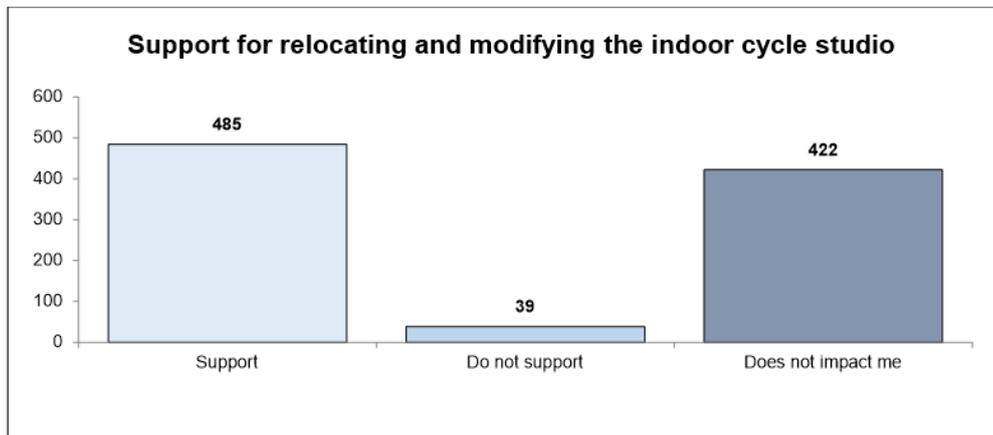
While the majority of respondents support the relocation of the Indoor Cycle Studio, it is also worth noting that a nearly equally large majority of respondents reported that this proposed change would have no effect on their activities within the facility.

Table 8 and Figure 8 summarise the results below.

Table 8 – Question 5

Support for relocating and modifying the indoor cycle studio	Responses	
	N	%
Support	485	51.3%
Do not support	39	4.1%
Does not impact me	422	44.6%
Total	946	100.0%

Figure 8 – Question 5



Question 6 – Proposed changes to level one administration

Please indicate whether you support or do not support converting administration / office space on level one to increase gym floor space

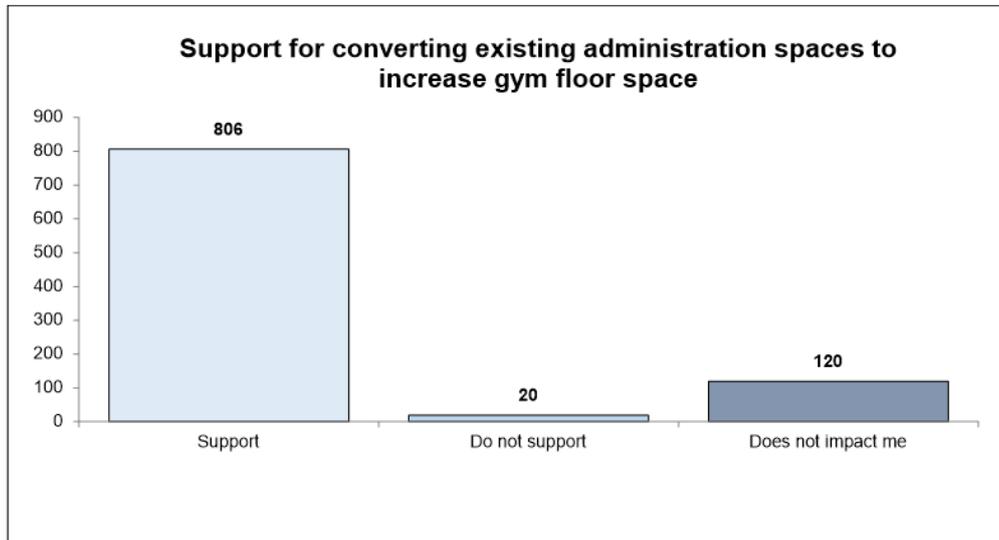
Respondents overwhelmingly supported the idea of covering existing administration and office space on Level 1 to increase the size of the gym floor space.

Table 9 and Figure 9 summarise the results below.

Table 9 – Question 6

Support for converting existing administration spaces to increase gym floor space	Responses	
	N	%
Support	806	85.2%
Do not support	20	2.1%
Does not impact me	120	12.7%
Total	946	100%

Figure 9 – Question 6



Question 7 – Proposed relocation of admistration space

Please indicate whether you support or do not support relocating

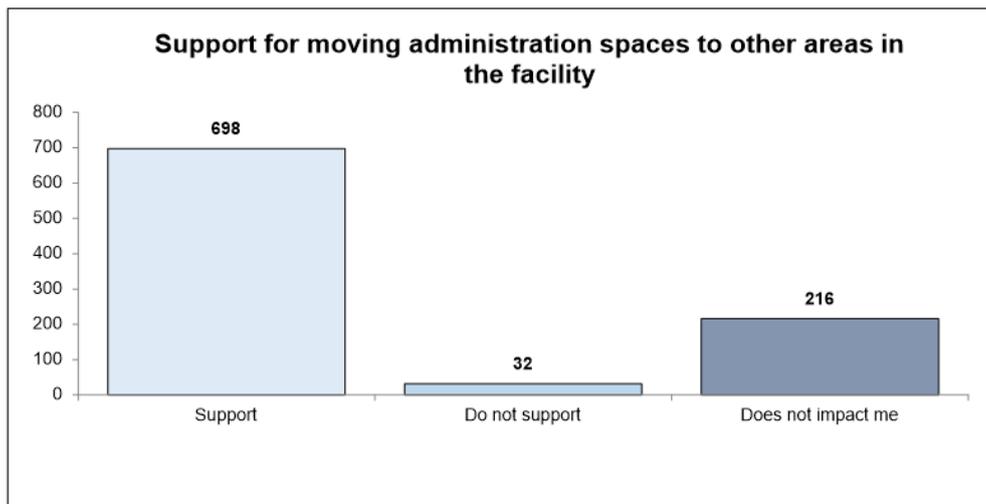
Respondents overwhelmingly supported the idea of covering existing administration and office space on Level 1 to increase the size of the gym floor space.

Table 10 and Figure 10 summarise the results below.

Table 10 – Question 7

Support for moving administration spaces to other areas in the facility	Responses	
	N	%
Support	698	73.8%
Do not support	32	3.4%
Does not impact me	216	22.8%
Total	946	100.0%

Figure 10 – Question 7



Question 8 – Proposed change to operational hours (24-hours)

Please indicate whether you support or do not support the gym operating 24-hours, 7 days per week

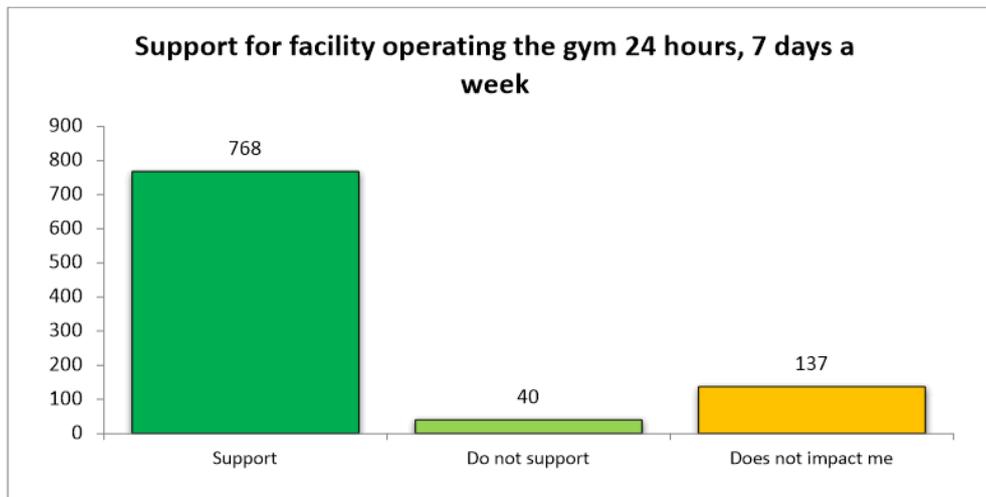
Respondents overwhelmingly supported the idea of operating the gym on a 24 hour a day, 7 day a week basis.

Table 11 and Figure 11 summarise the results below.

Table 11 – Question 8

Support for facility operating the gym 24 hours, 7 days a week	Responses	
	N	%
Support	768	81.3%
Do not support	40	4.2%
Does not impact me	137	14.5%
Total	945	100.0%

Figure 11 – Question 8



Question 9 – Reasons for not supporting

If you do not support any of the items proposed, please outline why?

Respondents comments were reviewed and categorized into themes.

Table 12 summarises the results of this analysis.

Table 12 – Question 9

Comments	Responses
	N
Unrelated comment entered	25
Felt the changes would not impact them	24
Concerns about how it will impact on their existing usage particularly reduced space in indoor cycle area	21
Concerns about safety and security	12
Felt the money needed to be spent elsewhere in the facility more	10
Concerns about the flow on costs to membership fees	10
Happy with the facility as it is currently	9
Happy with proposed changes	7
Concerned about the impact the changes will have on customer service or facilities vibe	7
Felt that all proposed changes when unnecessary	6
Concerns over how the oval view would be impacted	2
Felt 24/7 was unnecessary but supported extended hours	2
Just against the proposed changes	1
Felt the changes would require a bigger carpark	1
Total (valid) responses	136

Figure 12 – Question 10 (Word Cloud)



Question 10 – General feedback on proposal

Do you have any further feedback that you would like to provide?

Respondents general comments were reviewed and categorised into themes.

Table 13 summarises the findings. The vast majority of the responses communicated either their happiness with the prospect of the gym being 24/7 or were used to make suggestions about new gym equipment they would like or further classes that could be added to the existing timetable.

Table 13 – Question 10

Comments	Responses
	N
General feedback and supportive of 24/7 proposal	85
Happy with other components of proposal	7
ACROD Improvements	7
Larger Pool Area Instead	21
Café Improvements	4
Concerns about fees and fee structures	15
Very happy with Cockburn ARC	31
Wish compensation for any construction that occurs	2
Wish crèche hours extended	10
Large, cleaner and more private changerooms	14
Wish junior members to be able to come with parent in extended hours	3
Additional equipments, timetable and free space suggestions	90
New program or facility suggestions	15
Want to be able to access aquatic facilities at extended hours	11
Wish parking to be altered and safer	8
Wish aquatic access hours to be extended	11
No comment	19
Concerned about the impact of proposal on spin classes	4
Concerns about safety and security around proposal	3
Concerned about changes or construction	6
Asked a question	3
Unrelated or inappropriate comment	30
Total (valid) responses	399

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**Appendix D:
Design Options for Expansion of Health
and Fitness Areas**

carabiner

Cockburn ARC
Design Options for Expansion of
Health & Fitness Areas

Design Options Report
Revision 2

City of Cockburn

Attn: Evian Elzinga
City of Cockburn
Date: 07/08/2019

Document Set ID: 9612400



Housekeeping

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1902	0	4/6/2019	Siobhán Page	David Karotkin	Evian Elzinga
	1	23/07/2019	Siobhán Page	David Karotkin	Evian Elzinga
	2	07/08/2019	Siobhán Page	David Karotkin	Evian Elzinga

This report has been compiled in accordance with the requirements of the City of Cockburn Quotation Request RFQ LP2/2019 Clause 3.3.3: Project Scope - Design Options Paper.

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Introduction

This report is part of a City of Cockburn project to review and consider future changes at the Cockburn ARC, including the expansion of the Health and Fitness spaces, to 'enable the City to continue to support the increased participation and membership numbers that are anticipated.' It follows on from extensive reviews recently undertaken by the City of Cockburn / Cockburn ARC through surveys, consultation and facility audit.

The findings and recommendations from these reviews have formed the basis of the Design Options presented here. In addition, we have considered the ARC management's desire to improve the layout and fitout of the administration spaces within the ARC, to increase efficiencies, staff interaction and collaboration, and ultimately improve customer experience.

In considering how the ARC Health and Fitness Areas (HFAs) may feasibly be expanded, we have endeavoured to retain the character and qualities of the existing facility, since these have been shown to be a significant aspect of its attractiveness and popularity. Some of these qualities include: the natural light and volume of the internal street and other public breakout spaces; the views over the Fremantle Dockers training oval; the clarity of layout and ease of navigation through the facility; and the interaction between the different spaces of the facility - Health Club, Pool Hall, Sports Stadium, Play area and others.

Of course, making major modifications to an existing, fully operational and busy facility presents certain challenges and constraints. While we have been pragmatic in our approach to the feasibility of expansion options, we have also sought to uncover all design opportunities this ambitious project presents. In this way, the Design Options presented here will not only meet the functional needs of the ARC Health Club for years to come, but will create more opportunities for the ARC and Fremantle Dockers Football club to engage and service the local and wider community.



PROJ no. 1902
COCKBURN ARC HFA EXPANSIONS

Document Set ID: 8612400

Summary of Design Considerations

Survey Outcomes Report recommendations

- / Overall Health and Fitness areas need to be increased in size
- / Gym to be larger, with as much space as possible near the windows facing the oval
- / Programme Room 1 (Group Fitness) to be larger, with more control over lighting and AV systems (i.e. windows are not necessary or desirable)
- / Mind Body Studio to be larger, with more control over lighting and AV systems (i.e. windows are not necessary or desirable) and with greater acoustic separation from other spaces (i.e. prevent noise entering this space)
- / Spin room to be smaller with more control over lighting and AV systems (i.e. windows are not necessary or desirable)
- / The Play room is underutilised and can be considered for a change of use
- / Both Aquatic Reception and Health Club receptions are larger than required and can be reduced in size or removed altogether in favour of a 'concierge-style' reception model
- / Current Members Area is underutilised
- / Extra lockers are required for the Gym and HFAs in general

ARC Administration needs

- / The current separation of staff on Upper Ground level (behind Main/Aquatic Reception) and Level 1 (behind Health Club Reception) is problematic and inefficient. Except for area-specific team members (e.g. Swim School manager, Health and Fitness manager), staff should be consolidated in one area within the ARC facility.
- / The Manager's office is separate and windowless, causing him to be isolated from other team members. He needs more engagement with staff working in the open office area, possibly in a format similar to the current layout in the Fremantle Football Club administration areas.
- / The existing Meeting Room on Level 1 is sufficient for whole team meetings, but small meeting room(s) are required in addition for one-on-one private and informal meetings.

Design Vision

- / To retain the high quality look and feel of the existing facility, which contributes to its popularity.
- / To keep pace with current and forecast trends in the Health and Fitness industry
- / To maintain, and improve where possible, the high level of customer engagement and high standard of customer experience, through the layout and design of the HFAs and key points of customer interface, as well as through the improvement of staff administration areas to improve efficiency, collaboration and specialisation.

Design Opportunities

- / Create more flexibility of programmable space in the Health Club
- / Future proof the Health Club through a layout that can be changed as needs or trends change
- / Increase the total number of programmable spaces
- / Remedy current acoustic issues
- / Maximise the space and quality of areas that have been found to generate the most revenue and make other (necessary but not revenue-generating) areas, such as Administration, more efficient and more appropriately located.
- / Create opportunities for Fremantle Football Club to realise their own expansions at the same time, in a way that mutually benefits both parties.

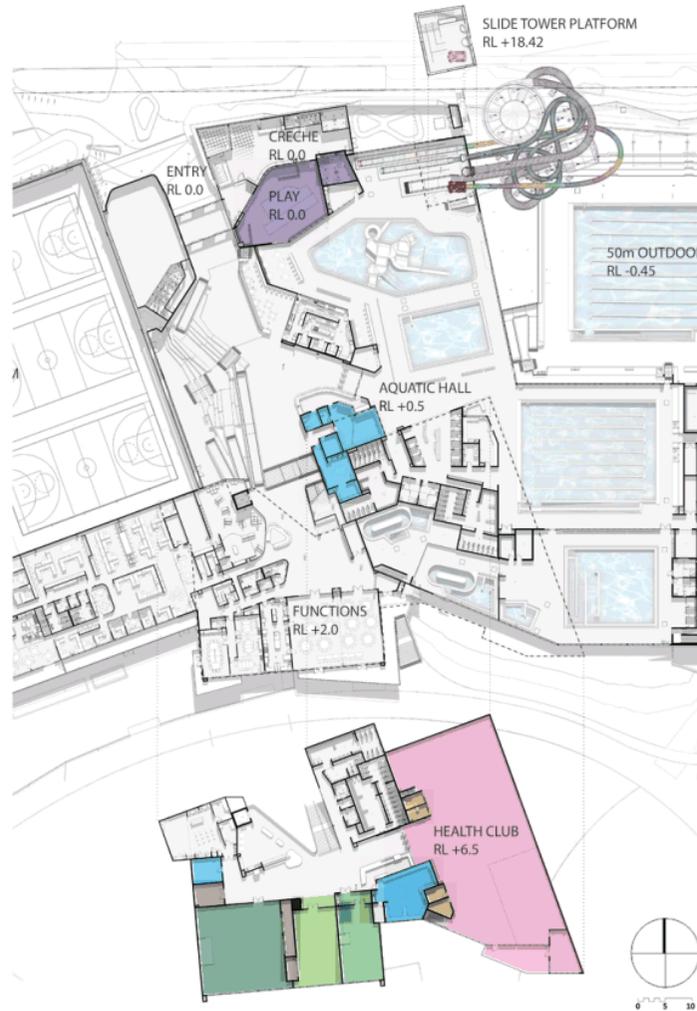
Design Constraints

- / The availability of space in which to expand
- / The cost of building new floor area in the spaces available for expansion
- / Disruption to the ongoing operation of the existing facility
- / Limitations of the existing structure and services
- / Limitations imposed by the relevant Building Codes and Standards

DESIGN OPTIONS REPORT
Rev 2 07/08/2019

3

Existing Areas Audit



Room	Existing Area (m ²)	Proposed Area (m ²)	Shortfall (m ²)
Play & Party Rooms	180 + 25	-	-
Administration	220	250-300	30-80
Server	7	10	3
Health & Fitness Areas			
Gym	900	1400	500
Programme Room 1	253	360	107
Mind Body Studio	113	200	87
Spin Studio	101	70	-31
Assessment Rooms (4no. total)	40	40	-
Storage space (total)	51	66	15
Total (HFAs)	1458	2136	678

A comparison of the Existing Health and Fitness areas against the Proposed areas (determined by the City of Cockburn through their research) reveals a shortfall of approximately 678m². This floor area therefore needs to be built as an extension to the existing facility, or acquired through a change of use of existing underutilised spaces.

Design Investigations & Outcomes

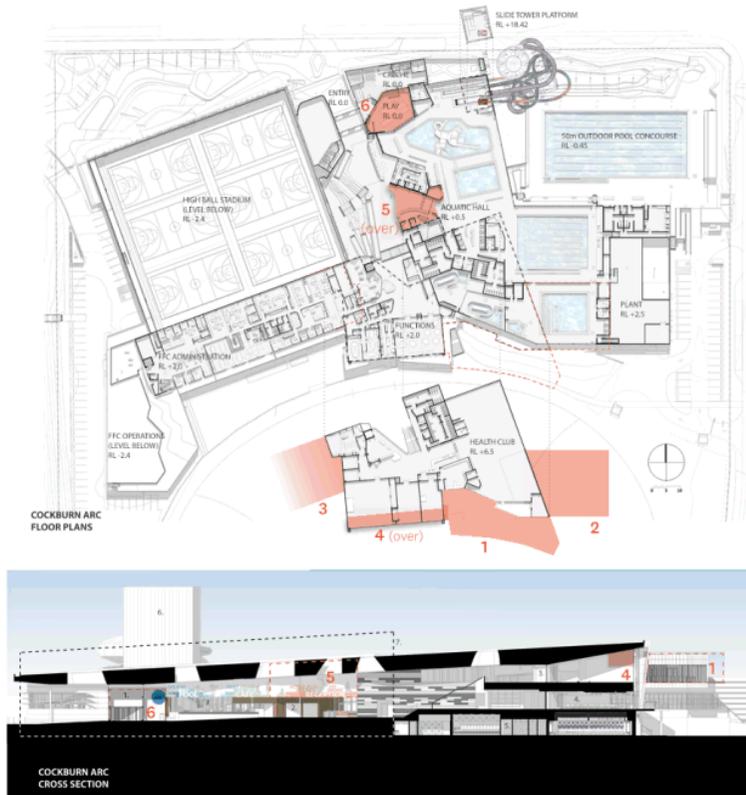
Six zones were identified as having potential for expansion, and these were tested for feasibility.

On Level 1:

1. To the south, towards the oval
2. To the east, over the Warm Water Pool
3. To the west, over Fremantle Football Club Administration
4. Along the windows in the existing programme rooms (limited space for a mezzanine level)

On Upper Ground Level:

5. In the void within the existing bulkhead between the internal street and the pool hall
6. The Play Room can be considered for a change of use

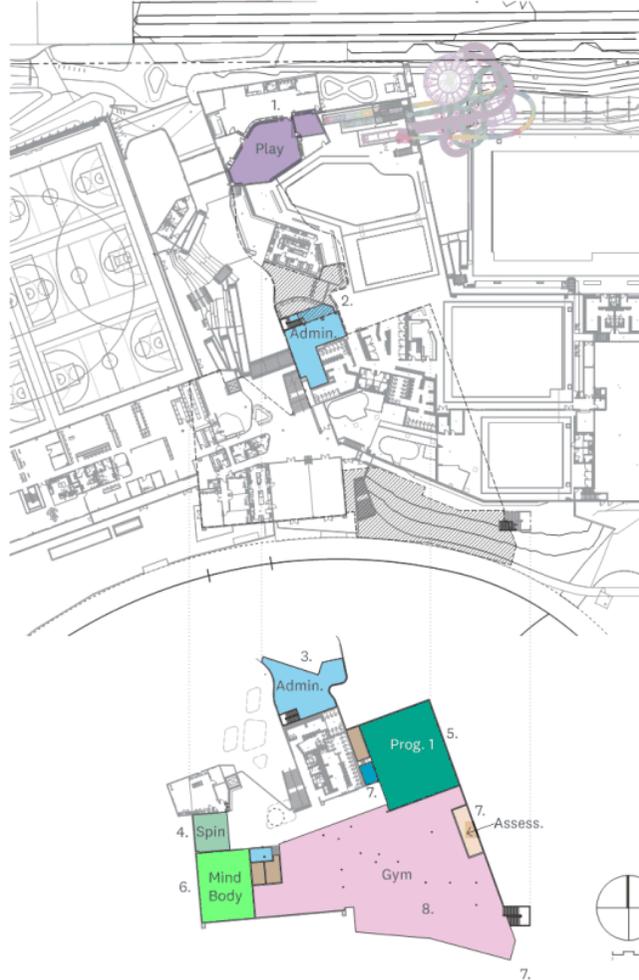


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 COCKBURN ARC HFA EXPANSIONS

Zone	Advantages/Opportunities	Disadvantages/Constraints
1	<ul style="list-style-type: none"> Minimised disruption to ongoing operations Minimised alteration of existing structure Ability to increase and maximise favoured views from the Gym towards the Oval Ability to retain existing character of the building externally 	<ul style="list-style-type: none"> Existing in-ground services may need relocating or designing around Could reduce amount of natural light entering Recovery Pool Hall
Determination - Feasible		
2	<ul style="list-style-type: none"> Ability to increase and maximise favoured views from the Gym towards the Oval Potential to increase views to and from the pool hall 	<ul style="list-style-type: none"> Extensive alterations required to existing building structure New structure very expensive to construct due to the required spans and loading capacities. Extensive make-good works required to pool structures Massive disruptions to pool hall during construction
Determination - Not Feasible		
3	<ul style="list-style-type: none"> Straightforward integration with existing building form and character Ability to increase and maximise favoured views from the Gym towards the Oval 	<ul style="list-style-type: none"> Extensive alterations required to existing building structure (foundations and columns) Massive disruptions to affected FFC areas during construction Extensive make-good works required to FFC Lower and Upper Ground areas
Determination - Not Feasible		
4	<ul style="list-style-type: none"> No need to alter external fabric of existing building Takes advantage of natural light and views to oval 	<ul style="list-style-type: none"> Resultant ceiling height would limit use to administration spaces only (no HFA uses possible)
Determination - Feasible		
5	<ul style="list-style-type: none"> No need to alter external fabric of existing building Potential for views into Pool Hall for aquatic staff offices 	<ul style="list-style-type: none"> Disruption to Main Pool Hall Reception and Entry during construction May require installation of a lift (TBC at a later stage by Building Surveyor) Constrained to the north side by Cafe (mechanical equipment in ceiling space) and lowering roof height
Determination - Feasible		
6	<ul style="list-style-type: none"> No need to alter external fabric of existing building Opportunity to increase the revenue generating potential of existing underutilised space 	<ul style="list-style-type: none"> Separated from other HFA areas on Level 1 Limited to uses that can tolerate sound ingress from adjacent pool hall Entry through Creche reception could be an issue
Determination - Feasible		

DESIGN OPTIONS REPORT
 Rev 2 07/08/2019

Design Option A: Plans



Summary

1. Retain the Play Room as a potential future 4th programme room
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin (except 2no. Health Club managers) to new area in Zone 5 (-170m² new floor area) in order to free up space for Gym (refer #8.)
4. Relocate Spin to west end of Level 1
5. Relocate Programme 1 to NE corner of Level 1
6. Relocate Mind Body Studio to SW corner of Level 1
7. Relocate Server, DB, Stair, Assessment rooms to provide as regular and unencumbered a space as possible for Gym
8. Expand Gym into new Zone 1 space (475m² of new floor area) and along southern facade (incl. -125m² of Admin space acquired through item #3).

Room (Target Area m ²)	Design Area (m ²)
Play & Party Rooms (180 + 25)	180 + 25
Administration (250-300)	346
Health & Fitness Areas	
Gym (1400)	1370
Programme Room 1 (360)	360
Mind Body Studio (200)	200
Spin Studio (70)	70
Assessment Rooms 4no. (40 total)	40
Storage space (66 total)	58
Total HFAs (2136)	2098
Indicative Cost Estimate	\$6,350,000

Design Option B: Plans

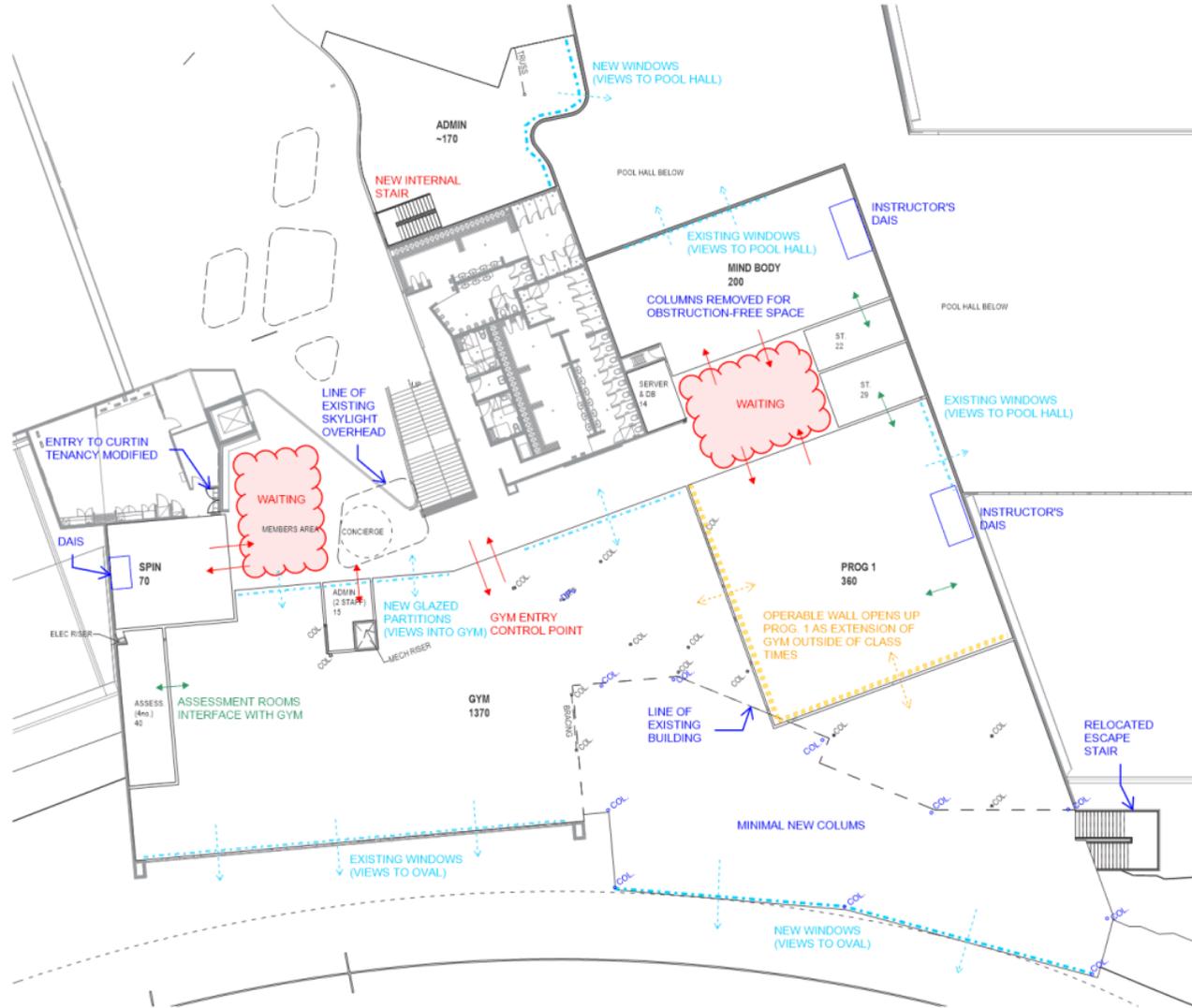


Summary

1. Retain the Play Room as a potential future 4th programme room
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin (except 2no. Health Club managers) to new area in Zone 5 (-170m² new floor area) in order to free up space for #7.
4. Relocate Spin to west end of Level 1
5. Relocate Programme 1 and Mind Body Studio to NE corner of Level 1
6. Relocate Server, DB, Stair, Assessment rooms to provide as regular and unencumbered a space as possible for Gym
7. Expand Gym into new Zone 1 space (475m² of new floor area) and along southern facade (including -125m² space acquired in item #3).

Room (Target Area m ²)	Design Area (m ²)
Play & Party Rooms (180 + 25)	180 + 25
Administration (250-300)	345
Health & Fitness Areas	
Gym (1400)	1370
Programme Room 1 (360)	360
Mind Body Studio (200)	200
Spin Studio (70)	70
Assessment Rooms 4no. (40 total)	40
Storage space (66 total)	51
Total HFAs (2136)	2091
Indicative Cost Estimate	\$6,350,000

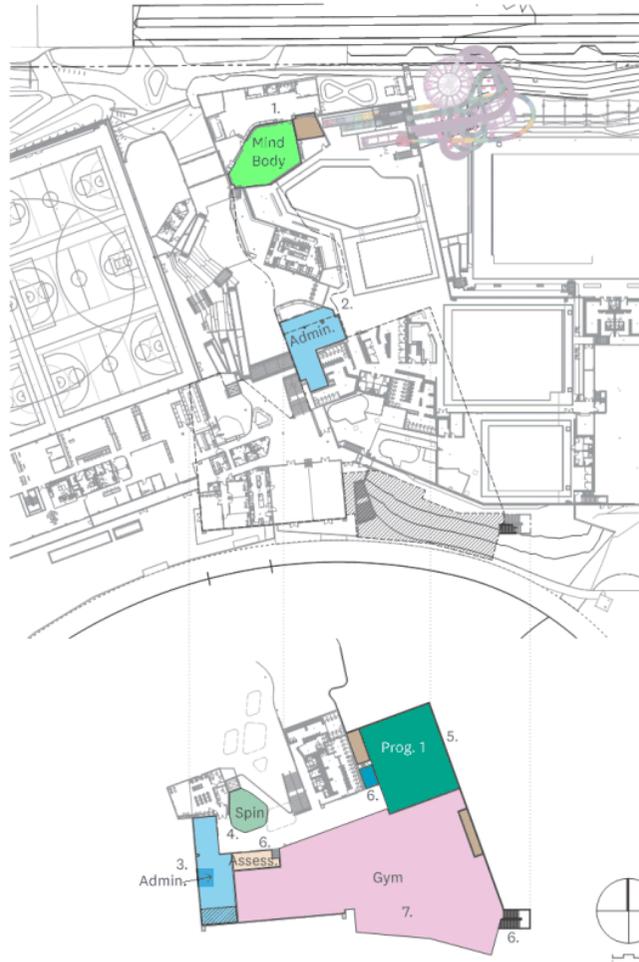
Design Option B: Functional / Operational Diagram



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COCKBURN ARC HFA EXPANSIONS

DESIGN OPTIONS REPORT
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Design Option C: Plans

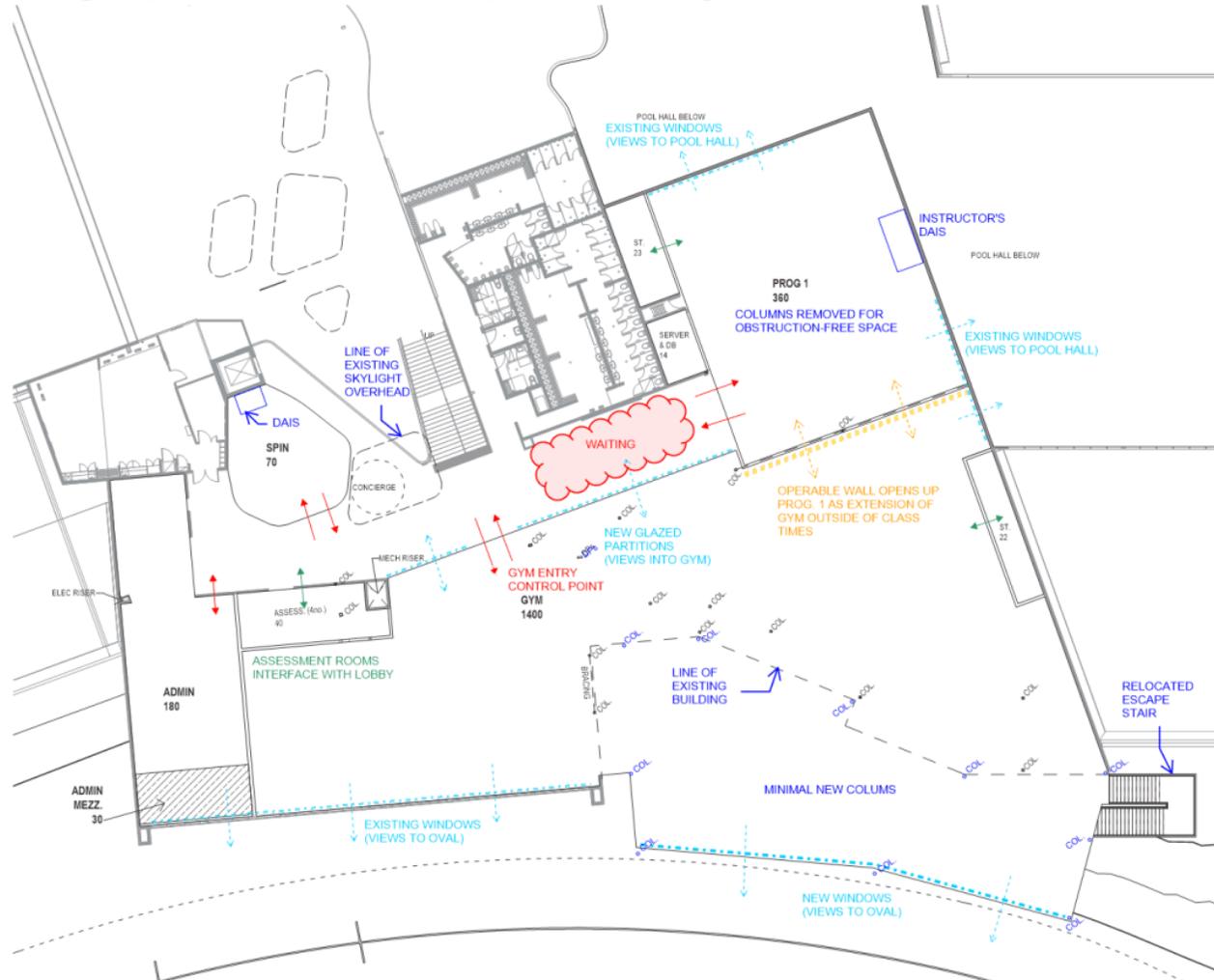


Summary

1. Re-purpose Play Room and adjacent Party Room to become dedicated Mind Body Studio & store
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin to south west end of Level 1, including new Zone 4 space (-30m² new floor area) to allow for expansion of Gym in item #7.
4. Relocate Spin to existing underutilised Members Lounge
5. Relocate Programme 1 to NE corner of Level 1
6. Relocate Server, DB, Stair, Assessment rooms to provide as regular and unencumbered a space as possible for Gym
7. Expand Gym into new Zone 1 space (415m² of new floor area) and along southern facade (including -125m² acquired in item #3).

Room (Target Area m²)	Design Area (m²)
Play & Party Rooms (180 + 25)	0
Administration (250-300)	370
Health & Fitness Areas	
Gym (1400)	1400
Programme Room 1 (360)	360
Mind Body Studio (200)	180
Spin Studio (70)	70
Assessment Rooms 4no. (40 total)	40
Storage space (66 total)	76
Total HFAs (2136)	2126
Indicative Cost Estimate	\$5,850,000

Design Option C: Functional / Operational Diagram



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Design Option D: Plans

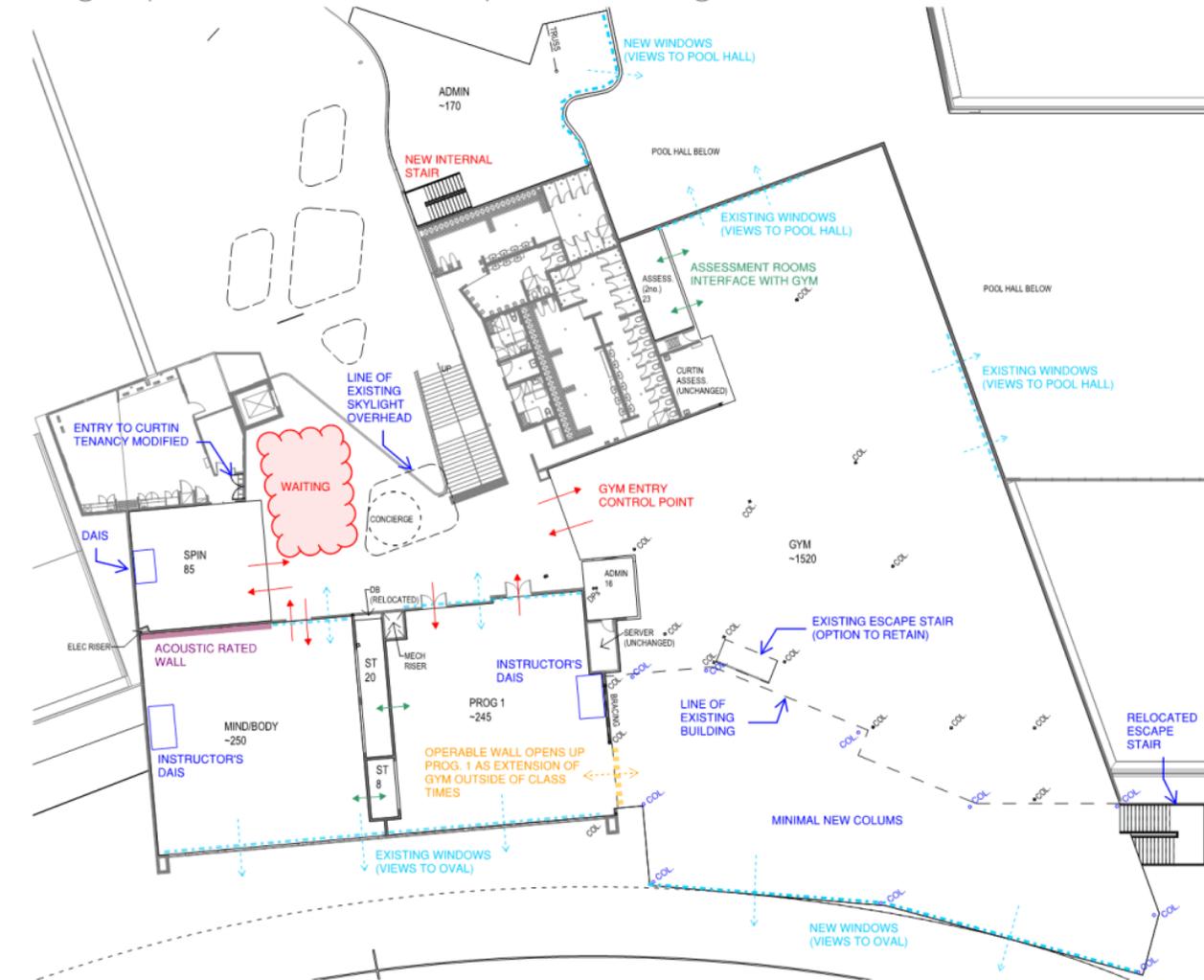


Summary

1. Retain the Play Room as a potential future 4th programme room
2. Expand Upper Ground Administration into existing underutilised spaces
3. Relocate Level 1 Admin (except 2no. Health Club managers) to new area in Zone 5 (-170m² new floor area) to allow for expansion of Gym in item #8.
4. Relocate Spin to west end of Level 1
5. Relocate Mind Body Studio to current Programme 1 space (SW corner of Level 1)
6. Combine current Mind Body and Spin Studios (including relocation of DB) to form new Programme room 1
7. Relocate 2no. Assessment rooms to provide as regular and unencumbered a space as possible for Gym
8. Expand Gym into new Zone 1 space (475m² of new floor area) and along southern facade (including -125m² acquired in item #3).

Room (Target Area m ²)	Design Area (m ²)
Play & Party Rooms (180 + 25)	180 + 25
Administration (250-300)	345
Health & Fitness Areas	
Gym (1400)	1510
Programme Room 1 (360)	245
Mind Body Studio (200)	250
Spin Studio (70)	85
Assessment Rooms 4no. (40 total)	43
Storage space (66 total)	28
Total HFAs (2136)	2171
Indicative Cost Estimate	\$4,950,000

Design Option D: Functional / Operational Diagram



Design Options Benefit Analysis Matrix

	A	B	C	D
Retains potential for a 4th Programme Room	✓	✓	✗	✓
Consolidates Centre Administration	✓	✓	✗	✓
All HFAs remain consolidated on Level 1	✓	✓	✗	✓
Programme 1 can become extension of Gym when no programme are running	✓	✓	✓	✓
Gym area takes advantage of views to oval	✓	✓✓	✓	✓
Alleviates existing acoustic issues between Level 1 HFAs and Upper Ground FFC Boardroom/Meeting rooms	✓	?	✓	✓
Broad access to Programme rooms for class changeovers	✓	✓	✗	✓
Generous lobby/breakout space for members to gather & wait for classes	✓	?	✗	?
Avoids modification works required to Curtin University tenancy entry	✗	✗	✓	✗
No disruption to Aquatic Main Entry during construction	✗	✗	✓	✗
Allows for efficiency of circulation areas	✓	✗	✓	✓
Allows for simple staging of works	✗	✗	✗	✓
Total HFAs (m ²)	2,098	2,091	2,126	2,171
Cost Estimate (refer QS Indicative cost estimate breakdown in Appendix B)	\$6,35M	\$6,35M	\$5,85M	\$4,95M

Indicative Concept Elevation (all Options)



Regulatory Requirements & Considerations

The below provides a summary of Regulatory considerations that have been identified for detailed review by suitably a qualified Building Surveyor/Fire Engineer/Access Consultant (as relevant) in subsequent stages of design. This list is not exhaustive.

New Administration in Zone 5

Universal Access

Consideration must be given to the possibility that centre staff may be wheelchair users and will need equitable access to any area they need to conduct their work or collaborate with others. Subject to review by a qualified Building Surveyor, the new mezzanine level may require the installation of a lift.

Fire

The Cockburn ARC is a carefully fire-engineered building. Any modifications to existing fire compartment sizes or fire loads within compartments will need to be assessed by a qualified Fire Engineer to determine whether and what kind of fire safety measures need to be incorporated into the design (e.g. further compartmentalisation, sprinklers) or operations (e.g. restrictions of use/storage of certain materials)

Acoustics

The pool hall (especially Leisure zone) is a noisy place. Therefore, consideration must be made for mitigation of noise entering the proposed new Admin space in Zone 4, to maintain a comfortable working office environment. This may include the selection of acoustically-rated windows and stud wall systems.

Level 1 Modifications

Safe egress

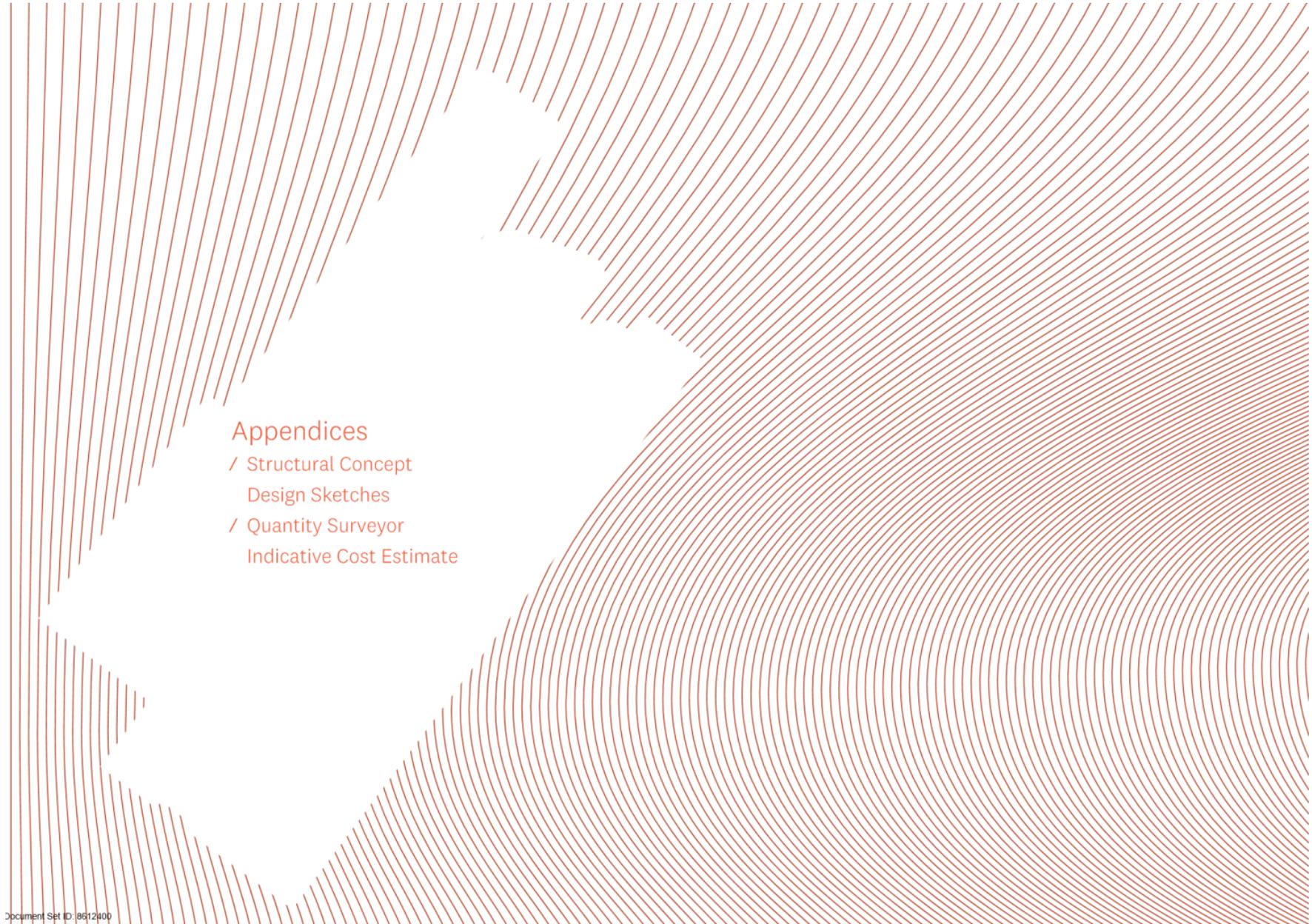
The increase in overall floor area and modification of layout on Level 1 will require a review of travel distances to points of egress and total occupancy of Level 1, which will confirm whether the existing stair can be relocated and whether an additional egress stair is required. The clear widths of exit doors from Programme rooms should also be assessed due to the proposed increase in total occupancy of those rooms.

Fire

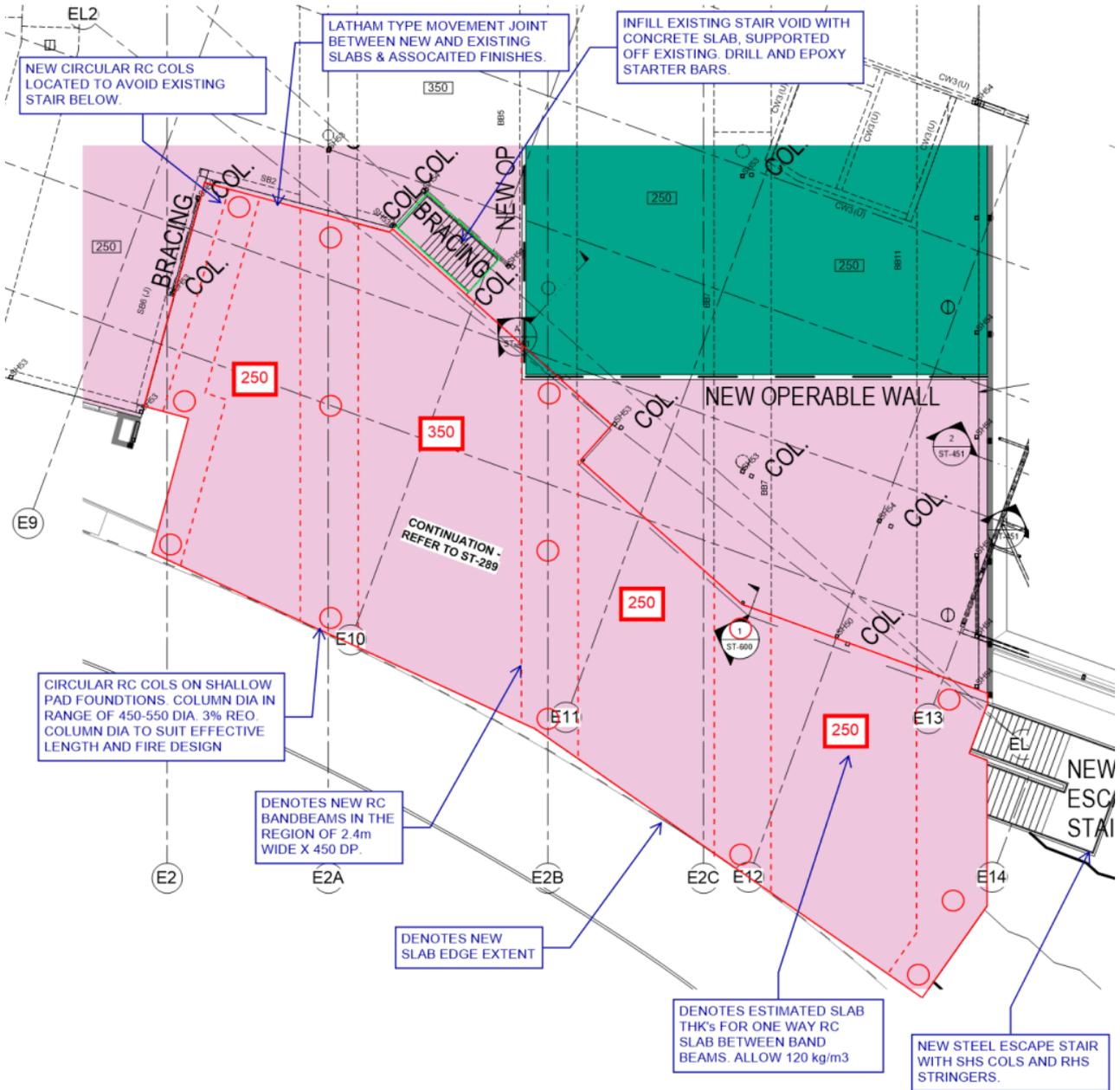
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Amenity

The proposed design options for expansion do not include increases in the number of toilets or change rooms. The existing quantity of amenities will dictate the maximum number of patrons that the HFAs can accommodate.



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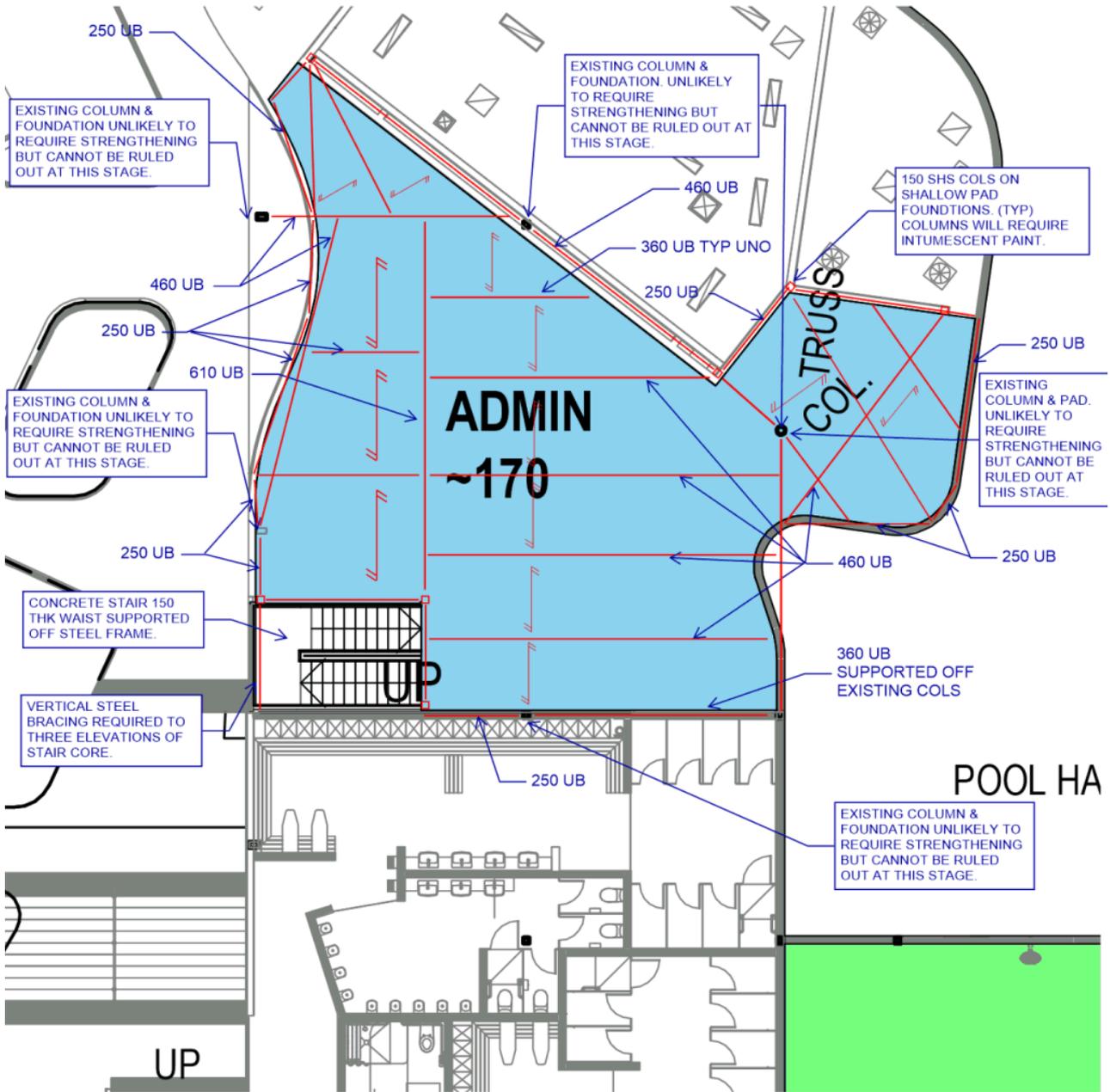
LEVEL 1 EXPANSION

Project Name Cockburn ARC - HFA Expansion
 Project No 42034
 Sketch Title Structural Form For Gym Expansion - All Options
 Sketch No S-101-01
 Date 21/05/2019 By Jonathan.Longworth

WU
 WOOD & CREWE ENGINEERS
 Ground Level
 226 Adelaide Terrace
 Perth, WA 6000
 Phone 08 6222 7000
 Fax 08 6222 7100

Document Set ID: 8612400

TO CONSTRUCT NEW PAD FOUNDATIONS EXISTING GROUND BEARING SLAB WILL NEED TO BE BROKEN OUT LOCALLY AND RE-INSTATED AFTERWARDS. JOINT LAYOUT TO MATCH EXISTING.



ADMIN MEZZ LEVEL EXPANSION

'KF130' NOTE:
 PROVIDE 130 THICK CONCRETE SLAB ON FIELDS KF70 METAL DECK, 0.75mm BMT, 1-N10 FIRE BAR PER TROUGH, 40mm BOTTOM COVER PLUS SL82 MESH FABRIC MIN 2 SPANS CONTINUOUS, 2950 MAX SPAN
 PROVIDE 19 DIA SHEAR STUDS AT 500 c/c TO ALL BEAMS TO PROVIDE TOP FLANGE RESTRAINT

Project Name Cockburn ARC - HFA Expansion
 Project No 42034
 Sketch Title Structural Form For Admin Mezz - Options A&B
 Sketch No S-102-01
 Date 21/05/2019 By Jonathan.Longworth

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 wood & omerc ENGINEERS
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 226 Adelaide Terrace
 Perth, WA 6000
 Phone 08 6222 7000
 Fax 08 6222 7100

Document Set ID: 8612400

owenconsulting

quantity surveyors + construction consultants

7 August 2019

COCKBURN ARC HFA Expansion Options

Indicative cost estimate - rev 2

	OPTION A or B	OPTION C	OPTION D
Admin (GFL)	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00
Admin (level 1)	\$ 800,000.00	\$ 500,000.00	\$ 800,000.00
Gym - internal modifications	\$ 1,120,000.00	\$ 1,070,000.00	\$ 250,000.00
Gym - new extension	\$ 1,680,000.00	\$ 1,680,000.00	\$ 1,680,000.00
Escape stairs relocation	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Assessment rooms	\$ 80,000.00	\$ 80,000.00	\$ 35,000.00
Small admin (level 1)	\$ 30,000.00		\$ 25,000.00
Gym stores	\$ 25,000.00	\$ 15,000.00	\$ -
Program 1	\$ 450,000.00	\$ 450,000.00	\$ 340,000.00
Program 1 store	\$ 15,000.00	\$ 15,000.00	\$ -
Mind body	\$ 260,000.00	\$ 230,000.00	\$ 135,000.00
Program 1 / mind body stores			\$ 25,000.00
Spin	\$ 140,000.00	\$ 160,000.00	\$ 160,000.00
Members area (concierge)	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
Construction Cost (excl GST)	\$ 5,000,000.00	\$ 4,600,000.00	\$ 3,850,000.00
Design + construction contingency (approx 15%)	\$ 750,000.00	\$ 700,000.00	\$ 600,000.00
Construction Cost + Contingency (excl GST)	\$ 5,750,000.00	\$ 5,300,000.00	\$ 4,450,000.00
Consultant fees	\$ 600,000.00	\$ 550,000.00	\$ 500,000.00
Client PM fees	\$ -	\$ -	\$ -
Loose furniture and equipment	\$ -	\$ -	\$ -
Gymnasium equipment	\$ -	\$ -	\$ -
Temporary accommodation / relocation costs	\$ -	\$ -	\$ -
Cost escalation to tender (beyond 2019)	\$ -	\$ -	\$ -
Total Project Cost (excl GST)	\$ 6,350,000.00	\$ 5,850,000.00	\$ 4,950,000.00

Notes

* This cost estimate is indicative only based on Carabiner's concept design drawings, plus preliminary structural mark-ups. This cost estimate is not based on a detailed design or services consultant input

Specific estimate exclusions (in addition to items noted above)

- * Upgrade to existing building/site services infrastructure
- * Compliance upgrade works (fire, disability access)

Specific estimate inclusions

- * AV equipment fitout (Mind Body, Spin + Program) - \$130,000

owen consulting

Project: 19037 - Cockburn ARC		Details: Indicative cost estimate - rev 2			
Building: HFA Expansion					
Item	Description	Quantity	Unit	Rate	Total
OPTION D					
Admin (upper GFL)					
1	FECA - 150m ²				
2	Demolition ready for upgrade		item		15,000
3	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)	150	m2	1,900.00	285,000
4	Allowance for builders preliminaries costs		note		included
			Total		300,000
Admin (level 1)					
5	FECA - 170m ²				
6	Demolition ready for upgrade		item		25,000
7	Structural steel columns and pad footings	7	no	2,000.00	14,000
8	Structural floor beams	11.00	t	9,000.00	99,000
9	130 bondek slab	170	m2	250.00	42,500
10	New stairs	1	no	30,000.00	30,000
11	Make good to GFL areas affected by new structure installation (finishes and services)	170	m2	550.00	93,500
12	Modify existing bulkheads	30	m	500.00	15,000
13	New glazed wall overlooking pool hall	15	m	3,000.00	45,000
14	New glazed wall overlooking amphitheatre	15	m	2,000.00	30,000
15	Administration fitout	170	m2	1,800.00	306,000
16	Allowance for builders preliminaries costs		item		100,000
			Total		800,000
Gym (level 1)					
<u>Upgrade existing areas</u>					
17	FECA - 1045m ²				
18	Demolition ready for upgrade		item		16,000
19	Existing column removal/relocation		note		excluded
20	Gymnasium fitout - conversion of existing admin, lobby and assessment rooms (finishes and services)	160	m2	900.00	144,000
21	Gymnasium fitout - existing (finishes and services) minor works		item		50,000
22	Relocate access equipment (gates, readers)		item		5,000
23	Allowance for builders preliminaries costs		item		35,000
					250,000
<u>New extension</u>					
24	FECA - 475m ²				
25	Demolition ready for upgrade		item		50,000
26	RC columns and pad footings - slab support	14	no	5,000.00	70,000
27	Structural steel columns - roof support	10	no	2,500.00	25,000
28	Concrete band beams	70	m	750.00	52,500
29	250 thick suspended slab	315	m2	320.00	100,800
30	350 thick suspended slab	160	m2	360.00	57,600

owen consulting

Project: 19037 - Cockburn ARC		Details: Indicative cost estimate - rev 2			
Building: HFA Expansion					
Item	Description	Quantity	Unit	Rate	Total
OPTION D (Continued)					
31	Junction between new and existing slabs	50	m	150.00	7,500
32	Soffit lining to new suspended floor addition	475	m2	360.00	171,000
33	Structural steel roof framing - additions	9.00	t	9,000.00	81,000
34	Existing column removal/relocation		note		excluded
35	Roofing including purlins and rainwater goods	475	m2	180.00	85,500
36	Modify existing roofing at junction with new	50	m	400.00	20,000
37	Glazed facade (6m high)	36	m	5,000.00	180,000
38	New fascia truss and cladding - glazed facade	38	m	700.00	26,600
39	External walls (facade returns)	170	m2	500.00	85,000
40	Gymnasium fitout - new extension (finishes and services)	475	m2	900.00	427,500
41	Make good to hard landscaped areas affected by new addition		item		25,000
42	Allowance for builders preliminaries costs		item		215,000
					1,680,000
			Total		1,930,000
Escape stair relocation					
43	Demolition of existing stair		item		5,000
44	Infill slab to existing stairwell	10	m2	400.00	4,000
45	New external escape stairs	1	no	30,000.00	30,000
46	Make good finishes and services affected by removal		item		5,000
47	Allowance for builders preliminaries costs		item		6,000
			Total		50,000
Assessment Rooms x1 (level 1)					
48	FECA - 23m ²				
49	Demolition ready for upgrade		note		refer gym
50	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)		item		35,000
51	Allowance for builders preliminaries costs		note		included
			Total		35,000
Admin x1 (level 1)					
52	FECA - 16m ²				
53	Demolition ready for upgrade		note		refer gym
54	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)		item		25,000
55	Allowance for builders preliminaries costs		note		included
			Total		25,000
Program 1 (level 1)					
56	FECA - 245m ²				
57	Demolition ready for upgrade		item		10,000
58	Operable wall and structural bulkhead (bracing bay retained)	5	m	5,000.00	25,000
59	Upgrade acoustic separation with Mind/Body		item		15,000

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Project: 19037 - Cockburn ARC **Details:** Indicative cost estimate - rev 2
Building: HFA Expansion

Item	Description	Quantity	Unit	Rate	Total
OPTION D (Continued)					
60	Fitout (finishes and services)	245	m2	600.00	147,000
61	Blinds to glazed areas		item		18,000
62	Relocate DB (subboard)		item		30,000
63	Relocate comms server		note		excluded
64	Specialist AV fitout		item		50,000
65	Allowance for builders preliminaries costs		item		45,000
	Total				340,000
Mind Body (level 1)					
66	FECA - 250m2				
67	Replace floor finish	250	m2	160.00	40,000
68	Upgrade acoustic separation with Program 1		note		refer Prog. 1
69	Blinds to glazed areas		item		20,000
70	Services upgrade (minor works)		item		10,000
71	Specialist AV fitout		item		50,000
72	Allowance for builders preliminaries costs		item		15,000
	Total				135,000
Mind Body / Program 1 stores (level 1)					
73	FECA - 28m2				
74	Extend store and amend access to stores (revised door locations)		item		25,000
75	Allowance for builders preliminaries costs		note		included
	Total				25,000
Spin (level 1)					
76	FECA - 85m2				
77	Demolition ready for upgrade		item		11,000
78	Fitout (internal partitions/glazing, doors, finishes and services)	85	m2	1,400.00	119,000
79	Specialist AV fitout		item		30,000
80	Allowance for builders preliminaries costs		note		included
	Total				160,000
Members Area (Concierge)					
81	Modifications to existing area		item		50,000
82	Allowance for builders preliminaries costs		note		included
	Total				50,000
	TOTAL CONSTRUCTION COST (excl GST)		Total		3,850,000
	OPTION D				3,850,000

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Project: 19037 - Cockburn ARC **Details:** Indicative cost estimate - rev 2
Building: HFA Expansion

Item	Description	Quantity	Unit	Rate	Total
OPTIONS A or B					
Admin (upper GFL)					
83	FECA - 150m2				
84	Demolition ready for upgrade		item		15,000
85	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)	150	m2	1,900.00	285,000
86	Allowance for builders preliminaries costs		note		included
	Total				300,000
Admin (level 1)					
87	FECA - 170m2				
88	Demolition ready for upgrade		item		25,000
89	Structural steel columns and pad footings	7	no	2,000.00	14,000
90	Structural floor beams	11.00	t	9,000.00	99,000
91	130 bondek slab	170	m2	250.00	42,500
92	New stairs	1	no	30,000.00	30,000
93	Make good to GFL areas affected by new structure installation (finishes and services)	170	m2	550.00	93,500
94	Modify existing bulkheads	30	m	500.00	15,000
95	New glazed wall overlooking pool hall	15	m	3,000.00	45,000
96	New glazed wall overlooking amphitheatre	15	m	2,000.00	30,000
97	Administration fitout	170	m2	1,800.00	306,000
98	Allowance for builders preliminaries costs		item		100,000
	Total				800,000
Gym (level 1)					
99	FECA - 1370m2				
100	Demolition ready for upgrade		item		100,000
101	RC columns and pad footings - slab support	14	no	5,000.00	70,000
102	Structural steel columns - roof support	10	no	2,500.00	25,000
103	Concrete band beams	70	m	750.00	52,500
104	250 thick suspended slab	315	m2	320.00	100,800
105	350 thick suspended slab	160	m2	360.00	57,600
106	Junction between new and existing slabs	50	m	100.00	5,000
107	Infill slab to existing stairwell	10	m2	400.00	4,000
108	Soffit lining to new suspended floor addition	475	m2	360.00	171,000
109	New external escape stairs	1	no	30,000.00	30,000
110	Structural steel roof framing - additions	9.00	t	9,000.00	81,000
111	Structural beam supports - to allow column removal	1.50	t	10,000.00	15,000
112	New truss supports - to allow column removal	30	m	1,500.00	45,000
113	Roofing including purlins and rainwater goods	475	m2	180.00	85,500
114	Modify existing roofing at junction with new	50	m	400.00	20,000
115	Glazed facade (6m high)	36	m	5,000.00	180,000

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Project: 19037 - Cockburn ARC **Details:** Indicative cost estimate - rev 2
Building: HFA Expansion

Item	Description	Quantity	Unit	Rate	Total
OPTIONS A or B (Continued)					
116	New fascia truss and cladding - glazed facade	38	m	700.00	26,600
117	External walls (facade returns)	170	m2	500.00	85,000
118	Exit doors to escape stair	1	no	3,000.00	3,000
119	Gymnasium fitout (internal partitions, glazing, doors, finishes, cabinetworks and services)	1,370	m2	900.00	1,233,000
120	Relocate subboard and comms server		item		50,000
121	Relocate access equipment (gates, readers)		item		5,000
122	Make good to hard landscaped areas affected by new addition		item		25,000
123	Allowance for builders preliminaries costs		item		380,000
			Total		2,850,000
Assessment Rooms x4 (level 1)					
124	FECA - 40m2				
125	Demolition ready for upgrade		note		refer gym
126	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)	40	m2	2,000.00	80,000
127	Allowance for builders preliminaries costs		note		included
			Total		80,000
Admin x1 (level 1)					
128	FECA - 16m2				
129	Demolition ready for upgrade		item		6,000
130	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)	16	m2	1,500.00	24,000
131	Allowance for builders preliminaries costs		note		included
			Total		30,000
Gym stores x2 (level 1)					
132	FECA - 35m2				
133	Demolition ready for upgrade		item		4,000
134	Fitout (internal partitions, doors, finishes and services)	35	m2	600.00	21,000
135	Allowance for builders preliminaries costs		note		included
			Total		25,000
Program 1 (level 1)					
136	FECA - 360m2				
137	Demolition ready for upgrade		item		10,000
138	New truss supports - to allow column removal	36	m	1,500.00	54,000
139	Operable wall and structural bulkhead	18	m	3,000.00	54,000
140	Fitout (internal partitions, doors, finishes and services)	360	m2	600.00	216,000
141	Blinds to glazed areas		item		16,000
142	Specialist AV fitout		item		50,000
143	Allowance for builders preliminaries costs		item		50,000
			Total		450,000
Program 1 store (level 1)					

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Project: 19037 - Cockburn ARC **Details:** Indicative cost estimate - rev 2
Building: HFA Expansion

Item	Description	Quantity	Unit	Rate	Total
OPTIONS A or B (Continued)					
144	FECA - 23m2				
145	Demolition ready for upgrade		item		1,200
146	Fitout (internal partitions, doors, finishes and services)	23	m2	600.00	13,800
147	Allowance for builders preliminaries costs		note		included
			Total		15,000
Mind Body (level 1)					
148	FECA - 200m2				
149	Demolition ready for upgrade		item		10,000
150	Fitout (internal partitions/glazing, doors, finishes and services)	200	m2	1,000.00	200,000
151	Specialist AV fitout		item		50,000
152	Allowance for builders preliminaries costs		note		included
			Total		260,000
Spin (level 1)					
153	FECA - 70m2				
154	Demolition ready for upgrade		item		12,000
155	Fitout (internal partitions/glazing, doors, finishes and services)	70	m2	1,400.00	98,000
156	Specialist AV fitout		item		30,000
157	Allowance for builders preliminaries costs		note		included
			Total		140,000
Members Area (Concierge)					
158	Modifications to existing area		item		50,000
159	Allowance for builders preliminaries costs		note		included
			Total		50,000
	TOTAL CONSTRUCTION COST (excl GST)		Total		5,000,000
OPTIONS A or B					5,000,000

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Project: 19037 - Cockburn ARC		Details: Indicative cost estimate - rev 2			
Building: HFA Expansion					
Item	Description	Quantity	Unit	Rate	Total
OPTION C					
Admin (upper GFL)					
160	FECA - 150m2				
161	Demolition ready for upgrade		item		15,000
162	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)	150	m2	1,900.00	285,000
163	Allowance for builders preliminaries costs		note		included
			Total		300,000
Mind Body (upper GFL)					
164	FECA - 180m2				
165	Demolition ready for upgrade		item		18,000
166	Fitout (blinds, finishes and services)	180	m2	900.00	162,000
167	Specialist AV fitout		item		50,000
168	Allowance for builders preliminaries costs		note		included
			Total		230,000
Admin (level 1)					
169	FECA - 180m2 + 30m2 mezzanine				
170	Demolition ready for upgrade		item		25,000
171	Form structural mezzanine floor	30	m2	600.00	18,000
172	New stair	1	no	25,000.00	25,000
173	Administration fitout	210	m2	1,800.00	378,000
174	Allowance for builders preliminaries costs		item		54,000
			Total		500,000
Gym (level 1)					
175	FECA - 1400m2				
176	Demolition ready for upgrade		item		100,000
177	RC columns and pad footings - slab support	14	no	5,000.00	70,000
178	Structural steel columns - roof support	10	no	2,500.00	25,000
179	Concrete band beams	66	m	750.00	49,500
180	250 thick suspended slab	255	m2	320.00	81,600
181	350 thick suspended slab	160	m2	360.00	57,600
182	Junction between new and existing slabs	50	m	100.00	5,000
183	Infill slab to existing stairwell	10	m2	400.00	4,000
184	Soffit lining to new suspended floor addition	415	m2	360.00	149,400
185	New external escape stairs	1	no	30,000.00	30,000
186	Structural steel roof framing - additions	9.00	t	9,000.00	81,000
187	Structural beam supports - to allow column removal	1.50	t	10,000.00	15,000
188	New truss supports - to allow column removal	30	m	1,500.00	45,000
189	Roofing including purlins and rainwater goods	415	m2	180.00	74,700
190	Modify existing roofing at junction with new	50	m	400.00	20,000
191	Glazed facade (6m high)	36	m	5,000.00	180,000

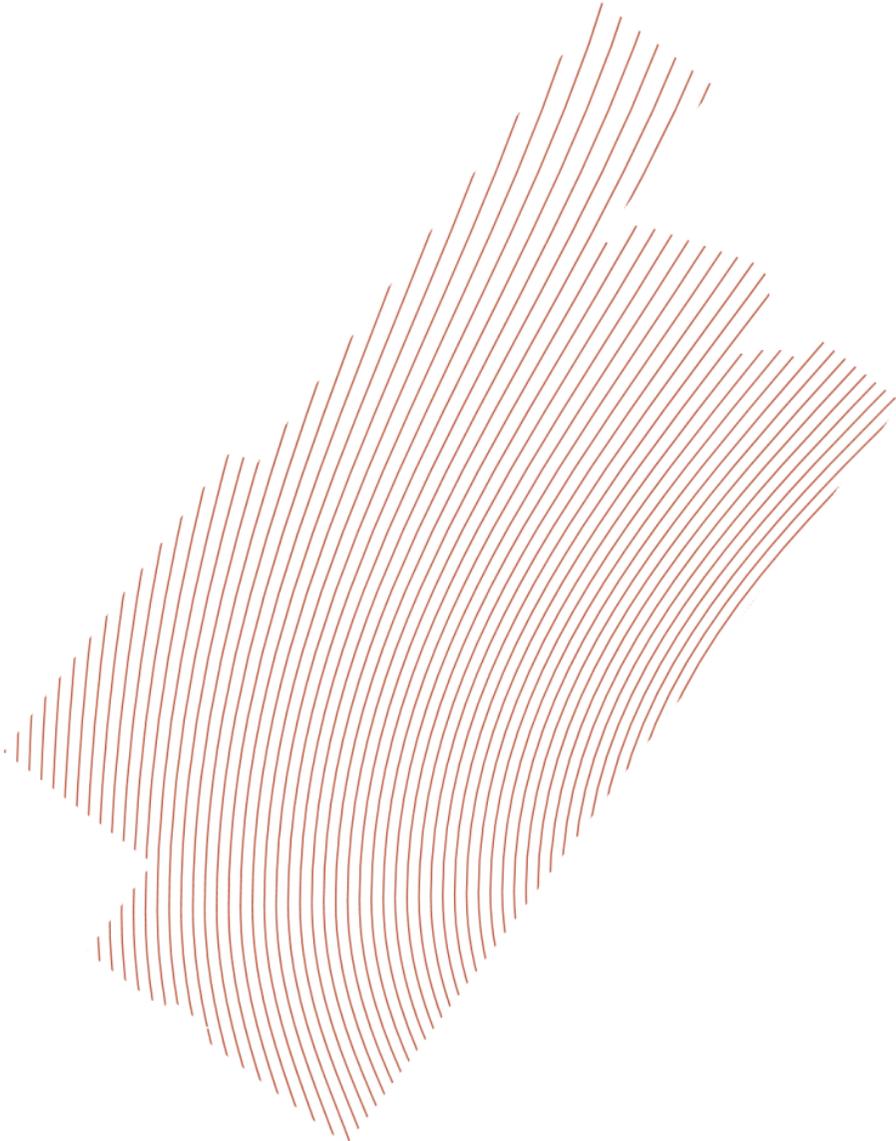
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Project: 19037 - Cockburn ARC		Details: Indicative cost estimate - rev 2			
Building: HFA Expansion					
Item	Description	Quantity	Unit	Rate	Total
OPTION C (Continued)					
192	New fascia truss and cladding - glazed facade	38	m	700.00	26,600
193	External walls (facade returns)	145	m2	500.00	72,500
194	Exit doors to escape stair	1	no	3,100.00	3,100
195	Gymnasium fitout (internal partitions, glazing, doors, finishes, cabinetworks and services)	1,400	m2	900.00	1,260,000
196	Relocate subboard and comms server		item		50,000
197	Relocate access equipment (gates, readers)		item		5,000
198	Make good to hard landscaped areas affected by new addition		item		25,000
199	Allowance for builders preliminaries costs		item		370,000
			Total		2,800,000
Assessment Rooms x4 (level 1)					
200	FECA - 40m2				
201	Demolition ready for upgrade		note		refer gym
202	Fitout (internal partitions/glazing, doors, finishes, cabinetworks and services)	40	m2	2,000.00	80,000
203	Allowance for builders preliminaries costs		note		included
			Total		80,000
Gym store x1 (level 1)					
204	FECA - 22m2				
205	Demolition ready for upgrade		item		1,800
206	Fitout (internal partitions, doors, finishes and services)	22	m2	600.00	13,200
207	Allowance for builders preliminaries costs		note		included
			Total		15,000
Program 1 (level 1)					
208	FECA - 360m2				
209	Demolition ready for upgrade		item		10,000
210	New truss supports - to allow column removal	36	m	1,500.00	54,000
211	Operable wall and structural bulkhead	18	m	3,000.00	54,000
212	Fitout (internal partitions, doors, finishes and services)	360	m2	600.00	216,000
213	Blinds to glazed areas		item		16,000
214	Specialist AV fitout		item		50,000
215	Allowance for builders preliminaries costs		item		50,000
			Total		450,000
Program 1 store (level 1)					
216	FECA - 23m2				
217	Demolition ready for upgrade		item		1,200
218	Fitout (internal partitions, doors, finishes and services)	23	m2	600.00	13,800
219	Allowance for builders preliminaries costs		note		included
			Total		15,000
Spin (level 1)					

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Project: 19037 - Cockburn ARC	Details: Indicative cost estimate - rev 2
Building: HFA Expansion	

Item	Description	Quantity	Unit	Rate	Total
OPTION C (Continued)					
220	FECA - 70m2				
221	Demolition ready for upgrade		item		11,000
222	Fitout (internal partitions/glazing, doors, finishes and services)	70	m2	1,700.00	119,000
223	Specialist AV fitout		item		30,000
224	Allowance for builders preliminaries costs		note		included
			Total		160,000
Members Area (Conclerge)					
225	Modifications to existing area		item		50,000
226	Allowance for builders preliminaries costs		note		included
			Total		50,000
	TOTAL CONSTRUCTION COST (excl GST)		Total		4,600,000
OPTION C					4,600,000



Document Set ID: 8612400



Appendix E: Car Parking Analysis

Study Context

A traffic movement study was conducted at the ARC during a two week period in March 2019. Various locations surrounding the ARC were used to capture traffic movements, particularly those in and out of car parking areas. The study carries particular relevance with the proposed design options to expand/amend the health and fitness areas that are proposed to facilitate further participation at the ARC. Furthermore, it carries significant relevance with the imminent plans for car park 3 to become the City's new administration facility and determining future parking requirements for the recreation and administration precinct as a whole.

Site Context

The ARC currently makes use of three public car parks, with a total capacity for 583 vehicles. The various data capture locations are indicated on the image below, and can be summarised as follows:

- Location 1 = Entry (southwards) and Exit (northwards) = Car park 1 with 332 bays
- Location 2 = Entry (northwards) = Car park 2 with 96 bays
- Location 3 = Exit (southwards) = Car park 2 with 96 bays
- Location 4 = Entry (westwards) and Exit (eastwards) = Car park 3 with 155 bays
- Location 5 = Traffic movements across Veterans Parade



Figure 12: Cockburn ARC Car Parking Areas and Data Capture Locations

Accuracy Disclaimer

The data can be used as a guide only as accuracy is not guaranteed. The traffic count contractor has advised that data collection at low speed driveways is not totally reliable using traffic classifiers. If further accuracy is required, more reliable methods would include video or manual survey.

Traffic movements across Veterans Parade

The table below indicates the directional movements across Veterans Parade in 2017 and 2019. While it is noteworthy that the ARC officially opened in June 2017, the measurements were taken for a short period in September 2017 and later in March 2019. In these eighteen months, there has been an increase of 40% in traffic movements. This may start to build a case or understand potential trigger points for public transport to be redirected through Veterans Parade.

Table 3: Average Daily Volumes across Veterans Parade

	Average Daily Volumes			
	Westbound	Eastbound	Total	Change
Location 5 (2017)	944	549	1493	
Location 5 (2019)	1354	729	2083	40% increase

Car Parks and Usage at the ARC

During an average weekday, the total number of parked cars follows the typical usage at the ARC. There is a morning peak with approximately 350 parked cars from 8am-10am. The parking demand reduces only slightly during the middle of the day, and a peak of over 400 parked cars occurs from 4-7pm.

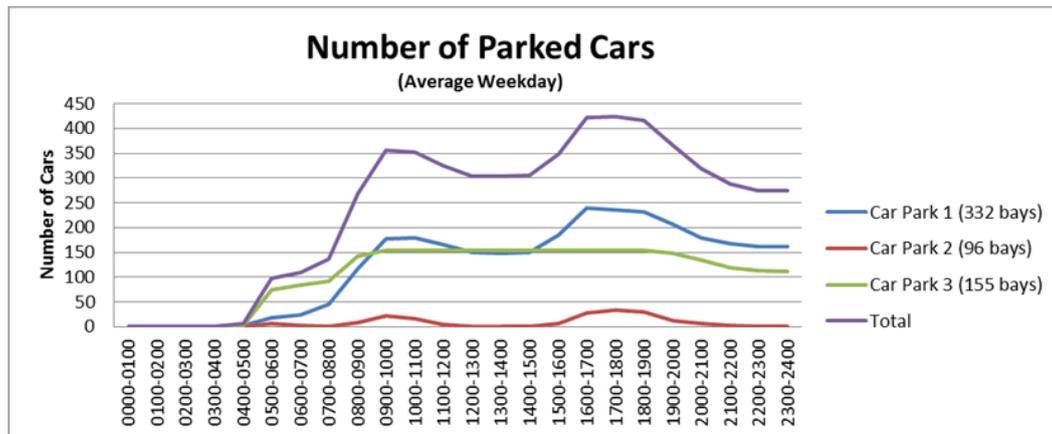


Figure 13: Number of Parked Cars in Car Parks

Car Park 3 is located directly opposite to the ARC and 100% of car parking capacity is filled during most of the day. Car park 1 is situated to the west and is also commonly used during the day. This reaches approximately 70% of capacity during the afternoon peak of 4-7pm. Car park 2 seems to be used as an overflow space that is only typically used during peak usage periods.

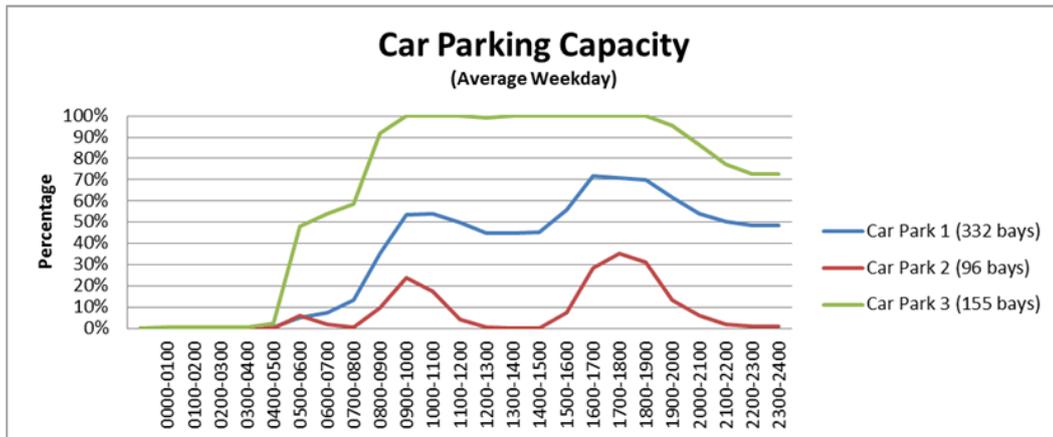


Figure 14: Car Parking Capacity

Current Parking Demand and Supply

The total parking demand is depicted below. The average demand between 6am-10pm is slightly above 300, while the peak parking demand exceeds 400. The total supply of parking (583 bays) seems to appropriately cater for this demand.



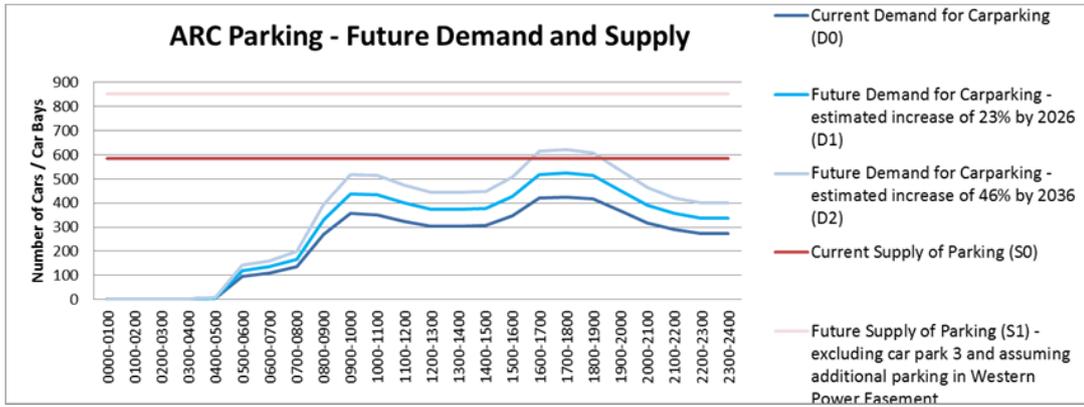
Future Parking Demand and Supply

The future demand and future supply are estimated and shown below. If current parking demand (D0) was to increase in line with projected membership growth, the demand for car parking would increase by 23% by 2026 (shown by D1), and 46% by 2036 (shown by D2). The current participation at the ARC is 6,804 members, and this is expected to increase to 9,922 members by 2036. The projected increase in parking demand is thus based on current usage patterns and behaviours, and does not take into account changing behaviours and technology.

The current supply of parking across the three car parks is 583 bays (S0). The reallocation of car park 3 for the administration facility will reduce parking by 155 bays. The provision of additional parking in the Western Power easement, as indicated in the site and parking section of the report will create approximately 422 bays. In the future, there will thus be 850 publicly

accessible car parking bays to service the ARC, Legacy Park (with an allocated club) and the administration centre.

This is sufficient to meet the ARC's projected needs for 2036, with an estimated surplus of approximately 250-400 bays depending on time of the day.



Future Scenario

In the future, an additional car park can be accommodated in the Western Power easement with an estimated 260 bays north of existing car parks as well as another 160 bays estimated south to function as overflow parking. In addition to this, there is potential to utilise Legacy Park for the purpose of overflow parking on larger event days in the future, with space available for approximately 600 bays. It is therefore estimated that 850 publicly accessible car parking bays that service the ARC, Legacy Park (with an allocated club) and the New Council and Administration Centre, with the potential for an additional 600 bays being made available for extraordinary events. Careful consideration to operational timing of the various facilities (ARC, administration facility, Legacy Park) can further ensure that future parking complements one another, and services a multitude of functions.

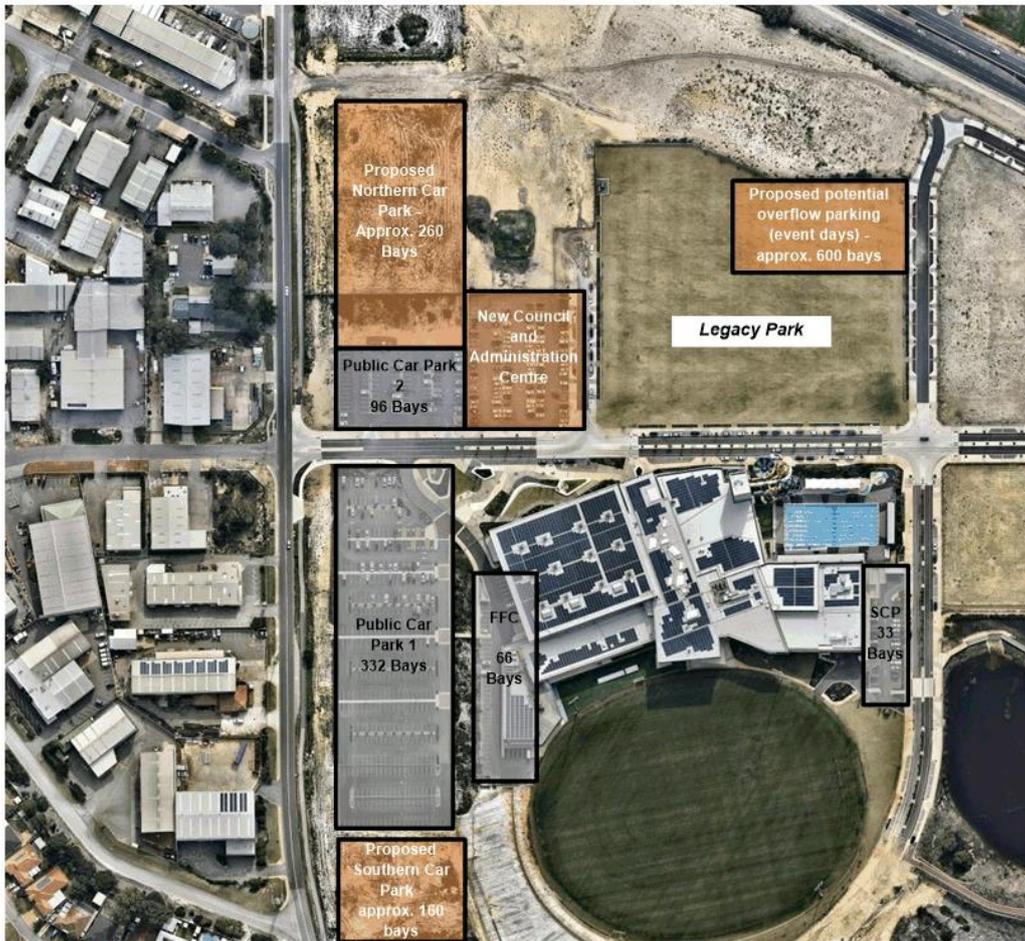


Figure 15: Future Parking Availability surrounding ARC (approx. 850 car parking bays)

Cockburn ARC - Ten Year Financial Plan

Summary Table

Estimated Operating Income	2018-19 Actuals	Year 1 2019-20	Year 2 2020-21	Year 3 2021-22	Year 4 2022-23	Year 5 2023-24	Year 6 2024-25	Year 7 2025-26	Year 8 2026-27	Year 9 2027-2028	Year 10 2028-2029
No Expansion	(11,575,333)	(11,618,837)	(11,645,181)	(11,724,404)	(11,805,020)	(11,921,987)	(12,040,378)	(12,160,212)	(12,281,509)	(12,404,289)	(12,537,755)
Expansion Option 1 - Realistic	(11,575,333)	(11,750,642)	(11,919,611)	(10,932,997)	(14,285,966)	(14,492,797)	(14,702,674)	(14,915,642)	(15,131,748)	(15,351,039)	(15,583,311)
Expansion Option 2 - Un-Realistic	(11,575,333)	(11,750,642)	(11,919,611)	(10,932,997)	(15,970,828)	(16,202,932)	(16,438,461)	(16,677,466)	(16,920,000)	(17,166,114)	(17,425,612)
Expansion Option 3 - Worst case	(11,575,333)	(11,750,642)	(11,919,611)	(10,932,997)	(13,864,750)	(14,065,263)	(14,268,727)	(14,475,186)	(14,684,685)	(14,897,270)	(15,122,735)

Estimated Operating Expenditure	2018-19 Actuals	Year 1 2019-20	Year 2 2020-21	Year 3 2021-22	Year 4 2022-23	Year 5 2023-24	Year 6 2024-25	Year 7 2025-26	Year 8 2026-27	Year 9 2027-2028	Year 10 2028-2029
No Expansion	12,277,435	12,613,202	12,830,078	13,051,368	13,277,163	13,507,555	13,742,637	13,982,506	14,227,259	14,476,997	14,731,821
Expansion Option 1 - Realistic	12,277,435	12,610,735	12,825,147	13,264,631	13,870,340	14,009,778	14,255,387	14,506,060	14,761,902	15,025,961	15,295,556
Expansion Option 2 - Un-Realistic	12,277,435	12,610,735	12,825,147	13,164,631	13,839,340	13,978,168	14,223,145	14,473,173	14,728,357	14,991,735	15,260,634
Expansion Option 3 - Worst case	12,277,435	12,610,735	12,825,147	13,122,631	13,797,340	13,936,168	14,181,145	14,431,173	14,686,357	14,949,735	15,218,634

Net Position (inc depreciation)	2018-19 Actuals	Year 1 2019-20	Year 2 2020-21	Year 3 2021-22	Year 4 2022-23	Year 5 2023-24	Year 6 2024-25	Year 7 2025-26	Year 8 2026-27	Year 9 2027-2028	Year 10 2028-2029
No Expansion	702,102	994,365	1,184,897	1,326,964	1,472,143	1,585,568	1,702,259	1,822,294	1,945,750	2,072,708	2,194,066
Expansion Option 1 - Realistic	702,102	860,094	905,537	2,331,634	(415,626)	(483,019)	(447,286)	(409,582)	(369,846)	(325,078)	(287,755)
Expansion Option 2 - Un-Realistic	702,102	860,094	905,537	2,231,634	(2,131,489)	(2,224,764)	(2,215,316)	(2,204,293)	(2,191,643)	(2,174,379)	(2,164,979)
Expansion Option 3 - Worst case	702,102	860,094	905,537	2,189,634	(67,411)	(129,095)	(87,582)	(44,013)	1,672	52,465	95,898

Net Position (exc depreciation)	2018-19 Actuals	Year 1 2019-20	Year 2 2020-21	Year 3 2021-22	Year 4 2022-23	Year 5 2023-24	Year 6 2024-25	Year 7 2025-26	Year 8 2026-27	Year 9 2027-2028	Year 10 2028-2029
No Expansion	(1,221,222)	(928,959)	(738,427)	(596,360)	(451,181)	(337,756)	(221,065)	(101,030)	22,426	149,384	270,742
Expansion Option 1 - Realistic	(1,221,222)	(1,063,230)	(1,017,787)	366,310	(2,380,950)	(2,448,343)	(2,412,610)	(2,374,906)	(2,335,170)	(2,290,402)	(2,253,079)
Expansion Option 2 - Un-Realistic	(1,221,222)	(1,063,230)	(1,017,787)	266,310	(4,096,813)	(4,190,088)	(4,180,640)	(4,169,617)	(4,156,967)	(4,139,703)	(4,130,303)
Expansion Option 3 - Worst case	(1,221,222)	(1,063,230)	(1,017,787)	266,310	(1,990,735)	(2,052,419)	(2,010,906)	(1,967,337)	(1,921,652)	(1,870,859)	(1,827,426)

17.3 C100713 - SUPPLY LICENSED SECURITY OFFICERS TO OPERATE IN A MOBILE PATROL ENVIRONMENT (COSAFE)

Author(s) M Emery

Attachments 1. C100713 (RFT03-2020) - Evaluation Summary
(CONFIDENTIAL)

RECOMMENDATION

That Council accepts the tender submitted by Site Services Enterprises Pty Ltd t/as Site Protective Services, for RFT03-2020, "Supply Licensed Security Officers to Operate a Mobile Patrol Environment (CoSafe)" for an estimated total contract value of \$3,814,506 (ex GST) to commence on 1 June 2020 for a period of three (3) years with a Principal instigated option to extend up to a further 24 months and based on estimated hours, shift patterns, and the submitted Schedule of Rates, with additional Schedules of Rates for determining variations and/or additional services

Background

The Principal recently completed a review of its Community Safety and Security Patrol Service – CoSafe. As decided at the December 2019 Ordinary Council Meeting (Item 17.2), the City (Principal) has amended the service style of delivering mobile patrols to an adjustable roster taking into account seasonal trends in incidents of crime and anti-social behaviour. The objective of this service is to improve the community's perception of crime, while securing and monitoring the Principal's buildings, facilities and public open space within the Cockburn district.

The Principal requires a suitably qualified, experienced and licensed Security Contractor to supply licensed and trained security officers to act on behalf of the City as Community Safety Officers, branded in a new CoSafe service. All services shall be executed to the satisfaction of the Principal's representative in strict accordance with the contract specifications and contracted schedule of rates, along with any work instruction issued by the Principal's representative. The specification requires the contractor to achieve an acceptable standard and level of service.

The proposed contract shall be in force for a period of three (3) years from the date of contract award, with a Principal instigated option to extend up to 24 months. The Contractor is expected to mobilise in June 2020 with a commencement on 1 July 2020. The current contracted service is expected to expire on 30 June 2020 with no further extension possible.

Request number RFT 03/2020 "Supply Licensed Security Officers to Operate in a Mobile Patrol Environment (Co Safe)" was advertised on Wednesday 29 January 2020 in the Local Government Tenders section

of the West Australian Newspaper. The tender was also displayed on the City's E-Tendering website between Wednesday 29 January 2020 and Thursday 27 February 2020.

Submission

The Request for tender closed at 2:00pm Thursday 27 February 2020 with five (5) submissions received from the following companies

Tenderers Name	Registered Name (Entity)
Major Security Services	Major Security Services Pty Ltd
Quad Security	Quad Services Pty Ltd
Eeve Security Services	The Trustee for Shreeve's Family Trust
Site Protective Services	Site Services Enterprises Pty Ltd atf Site Protective Services Trust t/a Site Protective Services
Wilson Security	Wilson Security Pty Ltd

Report

Compliance Criteria

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

	Compliance Criteria
(a)	Compliance with the Request document
(b)	Compliance with the Conditions of Responding & Tendering
(c)	Compliance with the General Conditions of Contract
(d)	Completion of the Qualitative Criteria
(e)	Compliance with and completion of the Price Schedule in the format provided
(f)	Compliance with ACCC Requirements and Completion of Certificate of Warranty
(g)	Compliance with Security Agent License requirements
(h)	Attendance at Mandatory Briefing

Compliance Tenderers

Procurement Services undertook an initial compliance assessment and all submitted Tenderers were deemed compliant and released for evaluation

Evaluation Criteria

Evaluation Criteria	Weighting Percentage
Demonstrated Experience	13%
Tenderer's Resources	12%
Methodology	15%
Sustainability	10%
Tendered Price	50%
TOTAL	100%

Tender Intent/ Requirements

The intent of this tender is to select a suitable qualified, experienced and licensed Security Contractor to supply licensed and trained Security Officers to act on behalf of the City as Community Safety Officers, branded in the new CoSafe service

Evaluation Panel

Name	Position
Michael Emery	Ranger & Community Safety Services Manager (Chair)
Don Green	Director Governance & Community Services
Nelson Mauricio	Acting Director Financial Services
Travis Moore	Manager Recreation & Community Safety
Ben Roser	Facilities & Plant Manager
Probity Role Only	
Tammey Chappel	Contracts Lead (Projects)

Scoring Table – Combined Totals

Tenderer's Name	Percentage Score		
	Non-Cost Evaluation	Cost Evaluation	Total
	50%	50%	100%
Site Protective Services**	37.72%	49.23%	86.95%
Wilson Security	38.42%	43.77%	82.19%
Major Security Services	25.70%	50.00%	75.70%
Quad Services	24.68%	43.32%	68.00%
Eeve Security Services	17.28%	45.92%	63.20%

** Recommended Submission

Evaluation Criteria Assessment

Demonstrated Experience

Wilson Security scored highest for this criterion, with experience in several large similar type contracts. Wilson Security is the current contractor for the CoSafe service to the Principal. Site Protective Services demonstrated to the panel that they have significant experience in delivering security personnel with the ability to tailor their services to meet their client's specific needs. Wilson Security also showed they have significant capacity to deliver the new service through their tender submission.

Quad Services did not prove to the panel any significant relevant experience within Western Australia. Major Security Services demonstrated some experience which was limited to a narrow selection, specifically shopping centres. Eeve Security Services provided a limited response that was difficult to assess by the Panel against the tender requirements.

Key Personnel Skills and Experience

Site Protective Services and Wilson Security provided detailed information on their management team and key personnel showing their diversity and ability to adjust to meet the Principal's requirements. Eeve Security, Quad Services and Major Security Services all provided details of their experience, however, these were more operationally focused.

Tenderers' Resources

Wilson Security demonstrated they have most resources available to service the contract in respect to staff numbers and current workload. Their submission included a list of personnel to service the contract,

most of which were part of the current contract. Wilson Security did not address the requirement to train new staff to the level proposed, instead relying on the minimal standards of Officers specified within the tender.

Site Protective Services proved to the Panel that they have the resources to recruit and train new Community Safety Officers, while working with the City's officers to develop a detailed implementation plan including working with the existing CoSafe officers. Site Protective Services also provided further availability with 24 hour access to their senior management.

Quad Services and Eeve Security Services did not provide any significant information about their level of resources to complete the service as required. Major Security Services did not demonstrate to the Panel any experience in providing a specialist labour hire service other than from a traditional security service. This made the assessment of their future capacity in servicing this tender difficult to evaluate.

Methodology

Site Protective Services provided a detailed understanding of the contract requirements and the style of service desired by the Principal. Wilson Security provided a strong submission, however did not provide sufficient information to the panel about their understanding of the required changes from the existing CoSafe Service call centre model. This was evident in the Wilson Security submission, which did not address the direction of the new service.

Quad Services provided an implementation plan that had greater detail than Eeve Security Services and Major Security Services. These companies did not provide sufficient details on how they would recruit and maintain employees for the Co Safe service. Eeve Security Services submission lacked any detail to thoroughly assess their methodology to meet the requirements of the tender.

Sustainability

Wilson Security response was comprehensive and scored the highest with this criterion. Site Protective Services demonstrated an ongoing commitment to socially responsible activities, such as providing donations to local groups and supporting staff's personal commitment to community growth and development. Major Security Services provided details of charitable donations to local groups and socially responsible activities. Quad Services provided limited detail, but was deemed acceptable by the panel. Eeve Security Services did not provide sufficient information within this criterion.

Summation

On the basis of the qualitative and quantitative assessment, the evaluation panel recommends that Council accept the submission from Site Services Enterprises Pty Ltd Site Protective Services Trust t/as Site Protective Services for RFT 03/2020 (supply licensed Security Officers to operate a mobile patrol environment (CoSafe)) as the most advantageous submission to perform the requirements of the service for the City. Referees were consulted and considered in this recommendation.

The recommendation is based on:

- Well demonstrated and extensive experience in performing similar works for other local governments;
- A range of personnel, systems and resources that have the experience and contingency measures to undertake the services required;
- Sound understanding of the requirements and methodology to provide the services in accordance with the specification;
- References undertaken suggest Site Protective Services is able to provide the services in line with the City's expectations; and
- The most advantageous value to the City.

Strategic Plans/Policy Implications

Community, Lifestyle and Security

Provide safe places and activities for residents and visitors to relax and socialise.

Leading and Listening

Ensure sound long term financial management and deliver value for money

Deliver sustainable governance through transparent and robust policy and process.

Budget/Financial Implications

For the calendar year 2019, the estimated total expenditure for the service was \$2,236,193 (ex GST) for the City's mobile security patrol service. The City had proposed an allocation of \$1,180,000 (ex GST) for the 2020/2021 budget. This will need to increase to cover the estimated contract value of \$1,271,502 next year.

The tender is for a three (3) year period with a further option to extend up to 24 months. The expected increase over the tender period is based upon the latest Consumer Price Index (CPI-Perth WA). An independent financial risk assessment is currently being undertaken and will be available for the Council meeting.

Legal Implications

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

Security and Related Activities (Control) Act 1996 relates to the regulation and employment of Security Agents and employment of Security Officers.

Community Consultation

N/A

Risk Management Implications

Under the new service model approved by Council at the December 2019 OCM, failing to accept the recommendation, based on the tender specifications, would lead to a lower service standard in the delivery of a mobile patrol service for the City.

This possible loss in the service is likely to have a significant impact on the following;

- A drop in response to anti-social behaviour targeted security patrols – increasing the fear of crime within the community;
- Unable to provide the holiday watch service – increasing risk to homeowners of burglaries and break-ins while they are away;
- A reduction of patrols at City facilities - leading to an increase time for graffiti and damage to be reported and cleaned or fixed;
- An increase in response times to the community for urgent assistance, leading to a branding damage of Co Safe, the City and Council; and
- An increase in response times to City facilities once an alarm is activated – increasing possible break-ins and damage of facilities and lesson ability to identify and observe criminal activity.

Overall, this will have a “High” level reputational risk to the Council and equivalently damage the brand for the service. Should Council not accept the recommendation, the City will not be a position to extend the current service beyond 1 July 2020. Preparing a new process may take some time to complete with limited options to extend the existing contract.

Advice to Proponent(s)/Submitters

Those who lodged a submission (tender) on the proposal have been advised that this matter is to be considered at the 9 April 2020 Ordinary Council Meeting.

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

Nil

18. EXECUTIVE DIVISION ISSUES

Nil

19. MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

19.1 OPTIONS FOR THE CONTROL OF ROAMING CATS

Author(s) C Beaton
Attachments N/A

RECOMMENDATION

That Council:

- (1) receives the report;
- (2) awaits the completion of investigations into cat control options; and
- (3) receive a report to a future Council Meeting with recommendations for the strengthening of Cats Laws within the City and any other measures resulting from the investigation.

Background

At the Ordinary Council Meeting (OCM) of 12 March 2020, Agenda Item 20.1, Cr Corke submitted the following Notice of Motion:

That Council investigates options for the control of roaming cats in the municipality. Investigations should cover, but not be restricted to:

- *Mandatory sterilisation of all cats;*
- *A total ban initially in greenfield developments, but eventually across the whole of the City of Cockburn;*
- *Measures of containment of existing domestic cats and methods of enforcement;*
- *Non-invasive monitoring of native animals prior to and post the introduction of cat containment measures;*
- *Effective feline trapping methods; and*
- *Possible rebates for residents compliant with the new measures.*

Reason

Domestic and feral cats cause severe damage to native wildlife and the Council needs to address this matter as soon as possible. The Australian Wildlife Conservancy estimates that more than 75 million native animals are killed by cats (domestic and feral) every day in Australia. That's over 27.5 billion each year. Native ARC does not support cats roaming and believe cats should be contained to the owner's property at all times and preferably within the residences.

Submission

N/A

Report

Feral cats threaten the survival of over 100 native species in Australia. They have caused the extinction of some ground dwelling birds and small to medium sized animals. They are a major cause of the decline in numbers of many endangered animals.

There is no consistent figure on the number of feral cats in Australia, however a report commissioned by the Federal Government Environment and Energy Department (2016) indicates the figures could be between 2.1 and 6.3 million feral cats. This thorough scientific assessment of the number of feral cats shows their numbers are lower than previous estimates of five to 20 million in 2014, but also indicates that damage to our native wildlife per feral cat is higher than previously estimated.

The number of native Australian animals killed by feral cats each day is difficult to calculate, due to differences in the size of prey. The stomachs of dissected feral cats can contain one bandicoot, or up to 50 frogs.

The impact of feral cats is increased by free roaming domesticated cats, many of which frequent local conservation areas. Cats are by nature instinctive hunters. Even though responsible owners carefully meet their pet's requirements for food and shelter, instinctive hunting and chasing behaviour will continue.

Reducing the number of feral cats and free roaming domesticated cats will help protect and conserve native wildlife.

The current City of Cockburn Cat Laws are aligned with the current WA *Cat Act 2011*. The law requires all domestic cats six months and older to be:

- Sterilised
- microchipped
- wearing a tag in a public place
- registered

Under State law there is no requirement for cats to be constrained to the owner's property.

Domesticated cats found trapped in public areas, including conservation areas, are impounded, and if microchipped, their owners are notified. On pick up the owners pay a small impoundment fee. Where owners cannot be contacted the impounded cats are sent to the Cat Haven for rehoming where possible.

Under the *Cat Act 2011*, a local government authority has the ability to make local laws that further control cats including:

- cats creating a nuisance;
- specifying places where cats are prohibited absolutely and;
- requiring that in specified areas a portion of the premises on which a cat is kept must be enclosed in a manner capable of confining cats.

For the past 12 months, Environmental and Ranger Services staff have been investigating a number of options to strengthen the current City of Cockburn Cat Laws. In conjunction, a comprehensive education campaign will be rolled out to residents on the impact these cats are having on our local wildlife and how owners can improve the safety and welfare of their domestic cats.

The awareness campaign is a joint project between the South West Group Member Councils and Murdoch University. A number of videos are being produced which focus on the impact of cats and how owners can improve the welfare of their cats by confining them to their own property.

The draft Animal Management and Exercise Plan 2020–2025 includes recommendations to change the City’s Consolidated Local Laws 2000 to allow the Council to designate Cat Control Zones to the extent allowable under the *State Cat Act 2011* (see Recommendation 3, Page 27). Other initiatives in the plan include trapping cats in conservation areas and making cat traps available to residents.

Environmental Services have also engaged a Murdoch University intern to research the approach other Councils have taken to control cats and protect wildlife. The scope of the research will also include discussions with other internal staff such as Rangers, to assess the ramifications of implementing specific laws in terms of staffing and financial impacts. The information gained will be used to identify the most appropriate and practical laws that could be considered by the City to implement cat controls, including designated Cat Control Zones.

Based on the research, a report will be presented to a future Council meeting which will include recommendations, if not already addressed in the Animal Management and Exercise Plan 2020-2025, to strengthen the City’s Cat Laws. Additional community education and consultation will be carried out with the aim to protect wildlife from predation by cats and improve the safety and welfare of domestic cats.

It is acknowledged that further community consultation and information dissemination may be necessary to implement any additional local laws not covered by the Animal Management and Exercise Plan 2020-2025.

Strategic Plans/Policy ImplicationsEconomic, Social and Environmental Responsibility

Sustainably manage our environment by protecting, managing and enhancing our unique natural resources and minimising risks to human health.

Leading and Listening

Deliver sustainable governance through transparent and robust policy and processes.

Budget/Financial Implications

N/A

Legal Implications

Any change to local cat laws will require Council to approve the proposed law for State-wide public notice, including a summary of why the law is being made and inviting submissions. A copy of the proposed law is also sent to the Minister. After advertising for a pre-determined time, submissions are assessed and changes made to the proposed laws, if required. The law must then be adopted by an absolute majority of Council. It is then published in the Government Gazette and public notice is given with the new law again being summarised and the reason for its implementation being given. The law takes effect 14 days after the day it is published in the Gazette.

Community Consultation

Extensive community consultation will be undertaken prior to the finalisation and implementation of any new cat control laws or any other measures.

Risk Management Implications

Without the introduction of new cat control laws, our local wildlife will continue to be adversely impacted by both domestic and feral cats. Without adequate controls the City runs the risk of local extinction of specific species of native fauna.

Extreme cat control laws could also adversely impact current domestic cat owners, so care will need to be taken to implement appropriate laws that protect wildlife while enhancing the safety and welfare of domestic cats.

Advice to Proponent(s)/Submitters

N/A

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

Nil

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

- 21. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY MEMBERS OR OFFICERS**

22. MATTERS TO BE NOTED FOR INVESTIGATION, WITHOUT DEBATE

22.1 UPDATE ON THE PHOENIX REVITALISATION PLAN AND UPGRADES TO ROCKINGHAM ROAD

Author(s)	K Knuckey
Attachments	1. Project Update Poster ↓ 2. Concept Plan 2 for Rockingham Road Upgrade ↓
Location	Phoenix Revitalisation Plan Area
Owner	N/A
Applicant	N/A
Application Reference	110/003

RECOMMENDATION

That Council note the information.

Background

This report responds to Councillor Reeve-Fowkes request at the 8 August 2019 Ordinary Council Meeting for a report to be presented to a future Ordinary Council Meeting regarding an update on the implementation of the Phoenix Central Revitalisation Strategy including an update on the redevelopment planning for the current Administration Centre site.

The Phoenix Central Revitalisation Strategy 2009 (the Strategy) provides a 10 year strategic framework for improvements to the Phoenix Town Centre, which includes the surrounding suburbs of Spearwood and Hamilton Hill. The core elements of the Strategy relating to the redevelopment of the shopping centre precinct, upgrades to Rockingham Road and provision of new community facilities on the current Administration Centre site.

Informed by extensive community consultation, the Strategy seeks to respond to stakeholder aspirations for an attractive town centre environment.

Key elements of the Strategy have been delivered including the rezoning of residential areas (for increased R-Coding or mixed-use), extensive tree planting, park upgrades and street beautification. The projects are identified in Attachment 1.

It is recognised that the Shopping Centre site is under private ownership and as a result the proposal for, and timing of, any future proposals will be reliant on the landowner. While the City has planning and design guidance for a future proposal within the City's Local

Planning Framework, the City is somewhat limited with being able to influence change on the site.

This report provides details on the remaining key items.

Submission

N/A

Report

The upgrade of Rockingham Road

The City acknowledges the extended time it has taken to progress this project. The City over recent years has sought to work with the Phoenix Shopping Centre operator to resolve design and interface issues. This includes the project being deferred at the request of the shopping centre operator for a period of two years in March 2017 to allow the operator to develop a redevelopment plan for the centre that would address its interface with Rockingham Road.

Two concept plans for the Rockingham Road upgrade, between Phoenix Road and Spearwood Avenue, were presented to Council at the 11 April 2019 Ordinary Council Meeting (OCM). Council resolved to adopt Concept 2 (See attachment 2).

The detailed design phase of the Rockingham Road upgrade has progressed with the City currently finalising the tender process for suitably qualified consultants. Indicatively the City anticipates construction to commence in 2021 following the resolution of the detailed design and inclusive of further community engagement in late 2020.

Spearwood Administration Centre

Planning for the Cockburn Central site

Planning for the change in location of the Administration Centre to Cockburn is progressing. Inclusive of Comment on Cockburn until 23 March 2020 sought feedback from residents and key stakeholders on a future vision for the proposed centre at Cockburn Central and an understanding of the essential services. Key FAQs were provided on the background of the project.

The City will undertake the preparation of concept plans and it is expected the development of the new Administration Centre will take a number of years to progress and will be subject to further public consultation and Council approval.

Planning for the Spearwood site

The City's Corporate Business Plan 2019-2020 identifies the need to commence the next stage of the Administration Site Master Plan, which will include concept level design, business case (in association with lead Business Units) with extensive community engagement to inform the arrangement of new zones and reserves on the land.

The City is proposing to undertake this in a comprehensive manner following the drafting of the emerging draft Local Planning Strategy. At which point the masterplan process will be undertaken alongside a review of the wider area in line with the recommendations of the new Local Planning Strategy.

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.

Moving Around

Identify gaps and take action to extend the coverage of the cycle way, footpath and trail networks.

Economic, Social and Environmental Responsibility

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

Budget/Financial Implications

The Rockingham Road upgrade is currently budgeted for in the City's 2020/21 budget.

Provisions have been considered for the Spearwood Administrative site.

Legal Implications

N/A

Community Consultation

Extensive community consultation has been undertaken over the last 10 years in regards to the Phoenix Central Revitalisation Strategy; particularly over the last two years in regards to the proposed Rockingham Road upgrade. Adjoining landowners and business owners have been consulted in regards to the design and upgrades of

Rockingham Road, and were encouraged to provide feedback on the design options that were presented to Council at the April 2019 OCM. City officers have also periodically met with representatives of the owners of the Phoenix Shopping Centre and their consultants, seeking updates on the master planning process.

Future redevelopment of the administration building site will require community consultation, likely during the Scheme amendment process and the structure planning process, as required by the *Planning and Development (Local Planning Scheme) Regulations 2015*.

Risk Management Implications

This item is intended to be an update for the Council to provide the most current information to inform the community on the project's current status.

Advice to Proponent(s)/Submitters

N/A

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

Nil

SPEARWOOD & PHOENIX CENTRAL REVITALISATION



KEY PRIVATE DEVELOPMENTS



MAJOR PROJECTS COMPLETED

MacFaul Park (2018) - BBQ, picnic shelters and adult exercise equipment, new adventure playground, biodiversity improvements - \$750,000

Edwards Park (2017) Upgrade to playground equipment, landscaping and new adventure playground - \$172,000

Bavich Park (2011)- Upgrade to playground and irrigation improvements (\$35,000)

Beale Park New flood lighting
 • 2018/2019 – Proposed major upgrades (\$500,000)

Greenslade Reserve – Enhancements/irrigated open play areas (\$150,000)

Goodchild Reserve (2015) - Clubroom refurbishment and shade sails (\$40,000)

Spearwood Avenue replacement fencing (2018) (approx. \$105,000)

Spearwood Skate park (2015) (\$360,000)

Spearwood Avenue upgrade (conversion to dual carriageway) (2012)
 (\$1,247,605) **Grandpre Park (2012)** - Landscaping (approximately \$70,000)

Southwell Crescent (2012)– Road upgrade and streetscape beautification (\$110,000)

Spearwood Avenue extension (2008) (\$2,289,800)

Street Tree Plantings: 296 street trees have been planted on 23 targeted streets. The 2018/2019 CAPEX budget had allocated \$150,000 to plant street trees throughout the suburb of Spearwood at the following locations;

- o Kent Street (Jacarandas)
- o Sussex Street
- o Coleville Crescent
- o Goffe Street
- o Travers Street
- o Lancaster Street
- o MacMorris Way
- o Orleans Street
- o Pomfret Road
- o March Street.

Friendship Avenue (2015) - Indigenous and Peace Sections (\$500,000) **Interim Seniors Centre (2009)** (\$735,000)

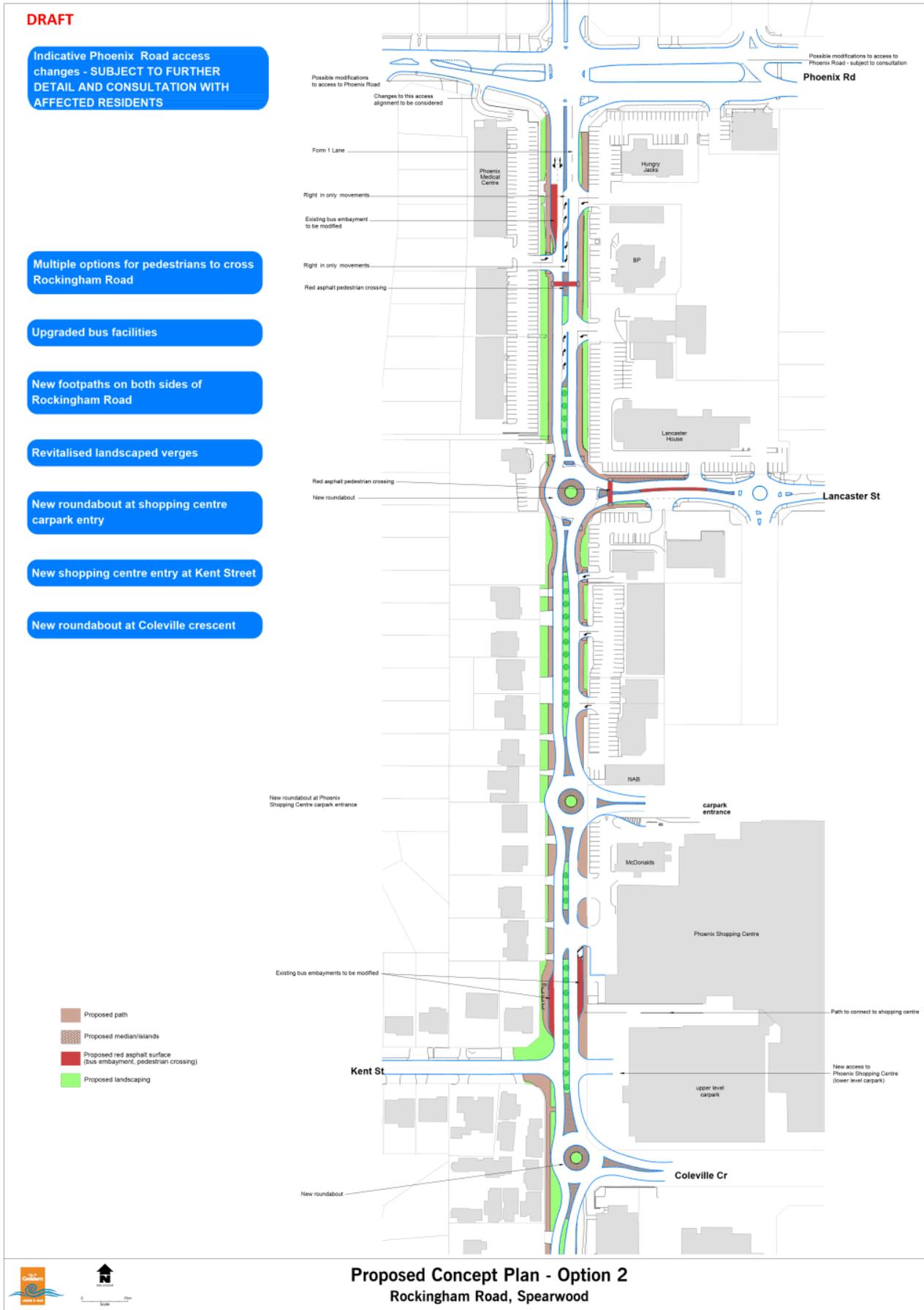
MAJOR PROJECTS PROPOSED

- Rockingham Road upgrade and beautification planning for 2020 (\$4,000,000). Concept design has been approved by Council at the April 2019 OCM and tenders for the project design are being considered currently.
- Beale Park: major upgrades in 2018/19 - \$500,000
- Southwell Park upgrades - \$280,000



PHOENIX CENTRAL REVITALISATION





23. CONFIDENTIAL BUSINESS

23.1 CONSIDERATION OF INTERNATIONAL GOLF INVESTMENTS OFFER TO THE CITY - LOT 810 BAKER COURT

This report and its attachments are **CONFIDENTIAL** in accordance with Section 5.23(2) (c), (d) and (e)(ii) of the *Local Government Act 1995*, which permits the meeting to be closed to the public for business relating to the following:

- (c) *a contract entered into, or which may be entered into, by the local government and which relates to a matter to be discussed at the meeting.*
- (d) *legal advice obtained, or which may be obtained, by the local government and which relates to a matter to be discussed at the meeting.*
- (e)(ii) *a matter that if disclosed, would reveal information that has a commercial value to a person.*

24. 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.

25. CLOSURE OF MEETING